



# 2025 Transportation Alternatives (TA) Program Workshop

November 2024

# TA Program Overview

- Funds on/off-road and non-motorized safety projects
- Sidewalks, bicycle facilities, ped/bicycle signals, lighting, safety
- \$5.1M available, \$1.5M max per project, \$250K minimum



# TA Program Scoring

# WHAT

## PEDESTRIAN & BICYCLE FACILITIES



SHARROW

Shared lane markings used on lower-speed roadways to increase awareness that bicycles are permitted by law to use the full vehicle lane.



BICYCLE LANE

Paved surface clearly marked as a bicycle facility, adjacent to a vehicle travel lane and at least 4-ft wide.



BUFFERED  
BICYCLE LANE

Paved surface of at least 6-ft including two painted white lines between the bicycle and adjacent vehicle lanes.



SEPARATED  
BICYCLE LANE

Paved surface of at least 6-ft including a 2-ft min. physical separation between the bicycle and adjacent vehicle lanes.



RAISED  
BICYCLE LANE

Paved surface of at least 5-ft, clearly marked as a bicycle facility and at a higher elevation than the adjacent vehicle travel lane.



## CYCLE TRACK

Paved surface clearly marked as a two-way bicycle facility at least 9'ft wide with a 3-ft min. physical separation from adjacent vehicle lanes.



SHARED  
USE PATH

Paved surface at least 10-ft wide that allows for two-way travel of pedestrians and bicyclists.



## PATHWAY

Paved surface 8 to 9-ft wide. May or may not be aligned with parallel roadways.



## SIDEWALK

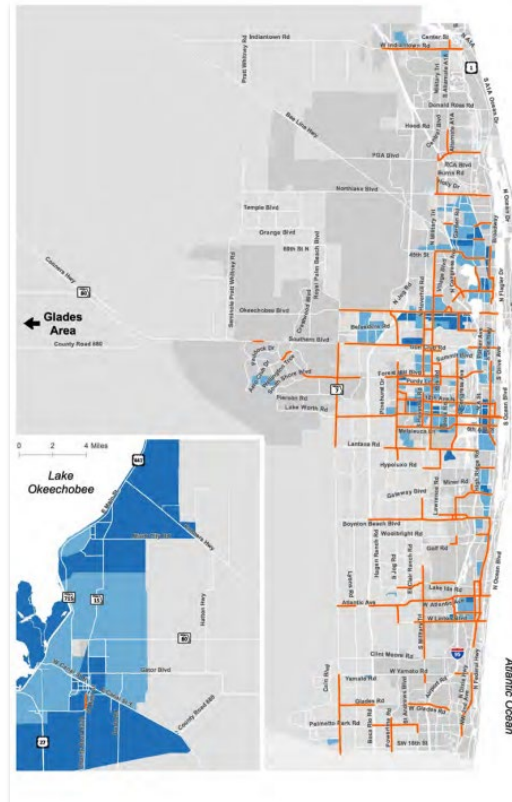
Paved pedestrian surface at least 4-ft wide on the side of a roadway. Must be ADA compliant.



UNPAVED PATHWAY

Unpaved path at least 4-ft wide with compact, firm and level ground. Must be ADA compliant.

## WHERE



## WHY



## Scoring aligns with TPA's Goals, Objectives, and Performance Measures

More resources:

[PalmBeachTPA.org/TAMap](https://PalmBeachTPA.org/TAMap)

## Layers



▸ ☐ 2045 LRTP Tier 1 Pedestrian Sidewalk Gaps (TA) ...

▸ ☒ 2045 LRTP Tier 1 Bicycle Priority Network (TA) ...

▸ ☐ Transit Hubs (TA) ...

▸ ☐ Transit Hubs 1 & 3 Mile Buffer Zones (TA) ...

▸ ☐ Vision Zero High Injury Network (TA) ...

▸ ☐ Traditionally Underserved Index 2024 Update (TA) ...

▸ ☐ Trails (TA) ...

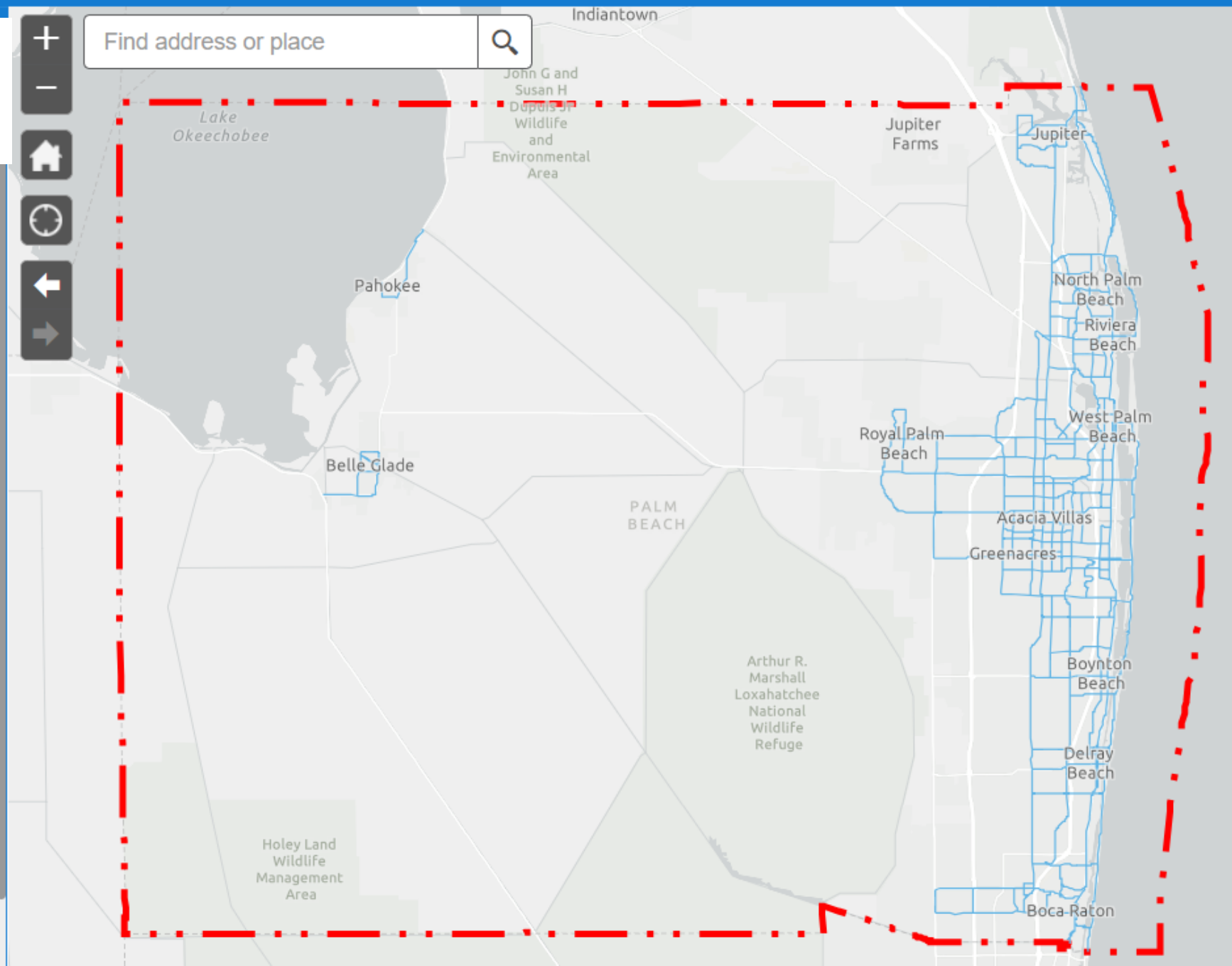
▸ ☐ Shopping Centers (TA) (Zoom in to view) ...

▸ ☐ Regional Parks (TA) ...

▸ ☐ Designated Natural Areas (TA) ...

▸ ☐ Recreational Centers (TA) ...

▸ ☐ Public Education Facilities (TA) ...







# Transportation Alternatives Overview

|                          |  |
|--------------------------|--|
| <b>Program Purpose</b>   | Fund safe and connected infrastructure for non-motorized users on local roadways     |
| <b>Funding Source</b>    | STBG Program Transportation Alternatives set-aside apportionment based on population |
| <b>Available Funding</b> | <b>\$5.1M</b>  |
| <b>Resource</b>          | <a href="#">FDOT TA Website</a>  |

|                                  |                    |
|----------------------------------|--------------------|
| <b>Maximum Reimbursement</b>     | <b>\$1,500,000</b> |
| <b>Minimum Reimbursement</b>     | \$250,000          |
| <b>Design Funding</b>            | Local              |
| <b>Design Fiscal Year*</b>       | FY 2027            |
| <b>Construction Fiscal Year*</b> | FY 2029            |

| <b>Eligibility</b>   |
|--|
| <ul style="list-style-type: none"><li>• Sidewalks and Bicycle Infrastructure</li><li>• Pedestrian and Bicycle Signals</li><li>• Traffic Calming</li><li>• Lighting and Safety-Related Infrastructure</li><li>• Safe Routes to School</li><li>• Conversion of Abandoned Railroad Corridors to Trails for Non-Motorized Transportation Users</li><li>• Recreational Trails</li><li>• Boulevard &amp; Main Street Projects that Promote Economic Revitalization and Follow “Complete Streets” Principles</li><li>• Historic Preservation</li><li>• Transit-Oriented Development (TOD) (including one of the above project categories)</li></ul> |







# Welcome to Dillman Trail

Trail open from Sunrise to 10:00 p.m. (City Code Chapter 11)

All pets must be leashed (City Code Chapter 3)

Owners must clean up after their pet (City Code Chapter 3)

Drug Free zone (Florida Statute 893)

No swimming, alligators may be present.

No motorized vehicles, authorized vehicles only.











# Program Schedule

# Important Dates

| SCHEDULE                     |  |
|------------------------------|--|
| Date                         | Activity and Deadline  |
| Oct. 31, 2024                | <b>Program Kick-off:</b> TPA Governing Board approves program.   |
| Nov. 8, 2024                 | <b>Program Application Workshop.</b> TA workshop to review program application, scoring criteria, schedule, and project implementation requirements. TPA distributes program overview and application information to local agencies and opens online application portal. |
| Nov. 12, 2024 – Feb. 7, 2025 | <b>Pre-Application Meetings:</b> Required one-on-one meetings with TPA and FDOT representatives to discuss project specifics and clarify application requirements.   |
| Feb. 14, 2025                | <b>Application Deadline:</b> All materials submitted via online application portal by 5 p.m.   |
| March 20, 2025               | <b>TPA Submits Project List and Tentative Ranking to FDOT:</b> TPA submits tentative project rankings to FDOT for project feasibility and eligibility determination.   |

# Important Dates

| FDOT/TPA VETTING PROCESS BEGINS |   |
|---------------------------------|---|
| <b>Late March 2025</b>          | <b>First Email to Applicants.</b> After initial application review, FDOT emails applicants requesting additional clarification needed before field reviews. If ineligible, TPA to send formal response.                               |
| <b>Early April 2025</b>         | <b>Applicant Responses Due.</b> Applicants provide FDOT and TPA responses to requested clarifications.  |
| <b>Mid April 2025</b>           | <b>Field Visits.</b> FDOT and applicants perform field reviews to ensure potential project is constructible, requires no right-of way acquisition, and determine if drainage is warranted.  |
| <b>Late April 2025</b>          | <b>Second Email to Applicants.</b> FDOT sends an email to applicants with comments on issues / concerns, clarifications, updated cost estimates, and/or requests for missing or updated documentation.                                |
| <b>April 25, 2025</b>           | <b>Resolution of Support Due to TPA.</b> Applicants must submit a resolution from their governing body and/or the governing body of the facility owner endorsing the project and committing to funding of operations and maintenance. |
| <b>May 2, 2025</b>              | <b>Response from Applicants Due.</b> Deadline for applicants to resolve outstanding eligibility issues and submit final requested documentation to FDOT and TPA.  |
| FDOT/TPA VETTING PROCESS ENDS   |   |
| <b>May 30, 2025</b>             | <b>FDOT D4 returns Eligibility Determinations.</b> FDOT sends TPA final eligibility determinations to finalize draft priority ranking.  |
| <b>July 2025</b>                | <b>TPA Governing Board Submits List of Priority Projects to FDOT.</b>   |



# Program Requirements





# Required Documents

(use submittal checklist for reference)

- ☐ Application
- ☐ Local Map (Aerial)
- ☐ Typical Section (Existing and Proposed)
- ☐ Right-of-Way ownership verifications
- ☐ Resolution of support from the facility owner(s) and/or local jurisdictions
  - Allowing construction and committing to fund ongoing Operations & Maintenance
  - If located on a State facility, support from FDOT is required
- ☐ Detailed cost estimate spreadsheet (Download and complete for submittal)
- ☐ Commitment Letter from administering agency's Public Works/Engineering Department to administer and construct project if funded by TPA
- ☐ Photograph of project location before construction
- ☐ Letters of Support/Public Outreach

# Required Documents

APPLICATION

MAP (AERIAL)

TYPICAL SECTION

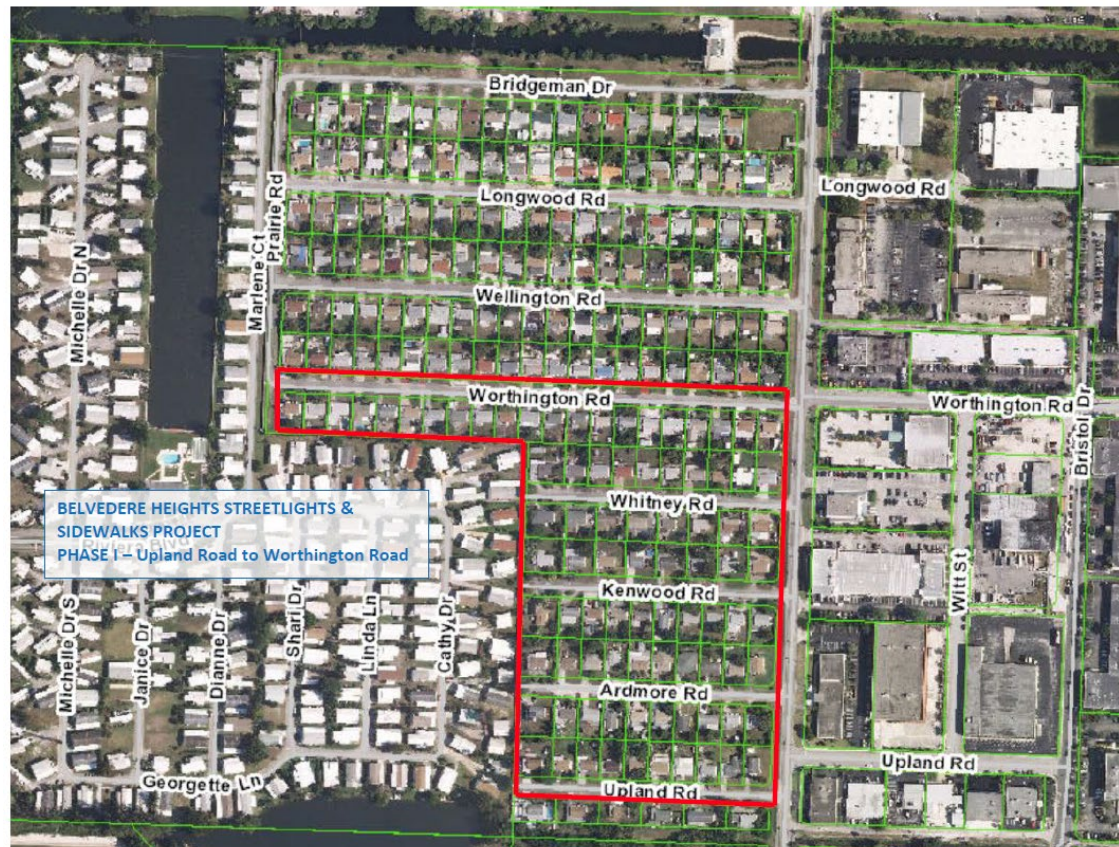
ROW VERIFICATION

RESOLUTION

COST ESTIMATE

PHOTOGRAPH

## Overview Map (Aerial)



Resources:

TPA Map  
[PalmBeachTPA.org/Map](http://PalmBeachTPA.org/Map)

[Palm Beach County GeoNav](#)

[Google Earth](#)

# Required Documents

APPLICATION

MAP (AERIAL)

TYPICAL SECTION

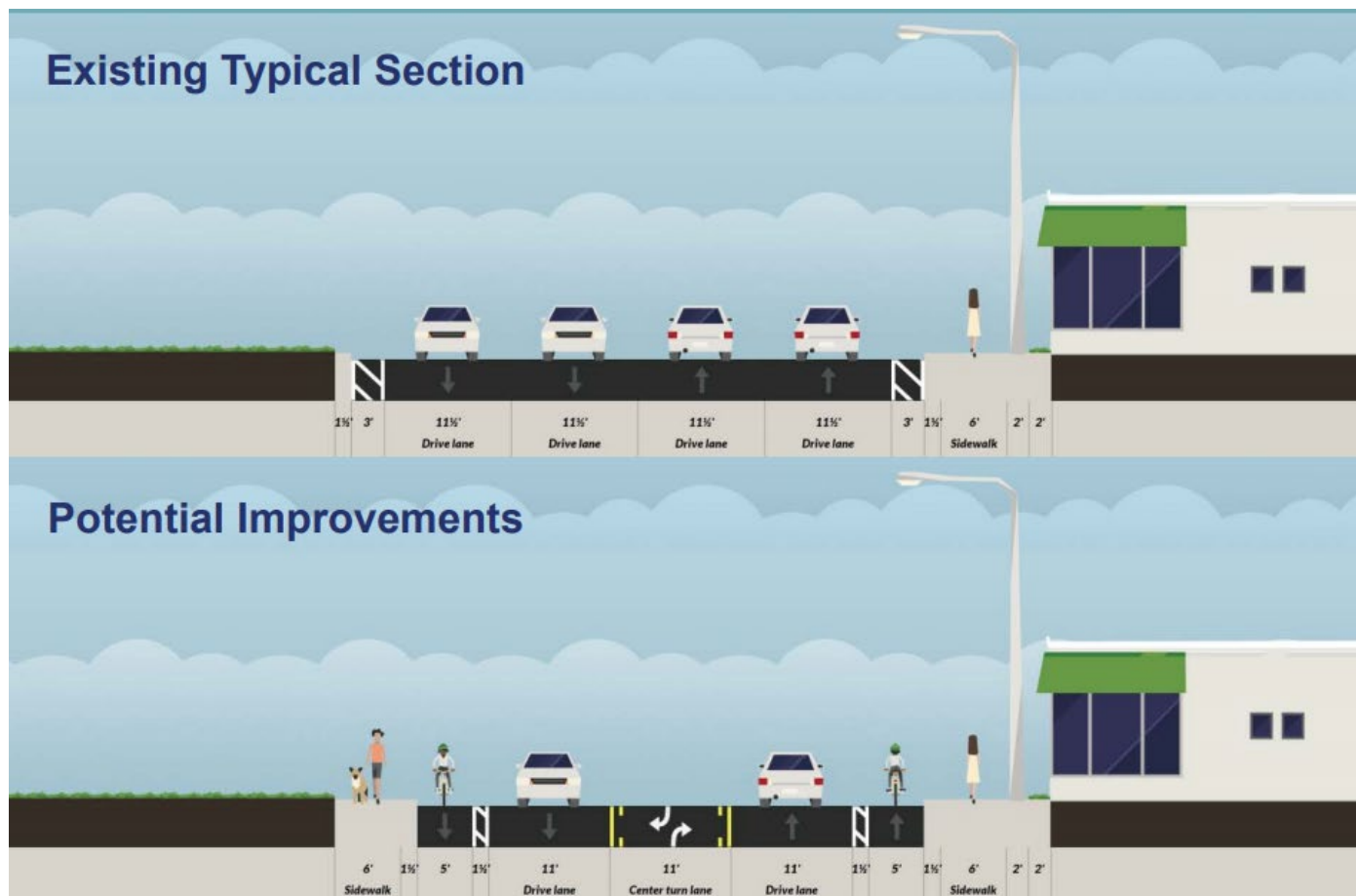
ROW VERIFICATION

RESOLUTION

COST ESTIMATE

PHOTOGRAPH

## Typical Section



Resources

[StreetMix](#)

[StreetPlan](#)



## APPLICATION

## MAP (AERIAL)

## TYPICAL SECTION

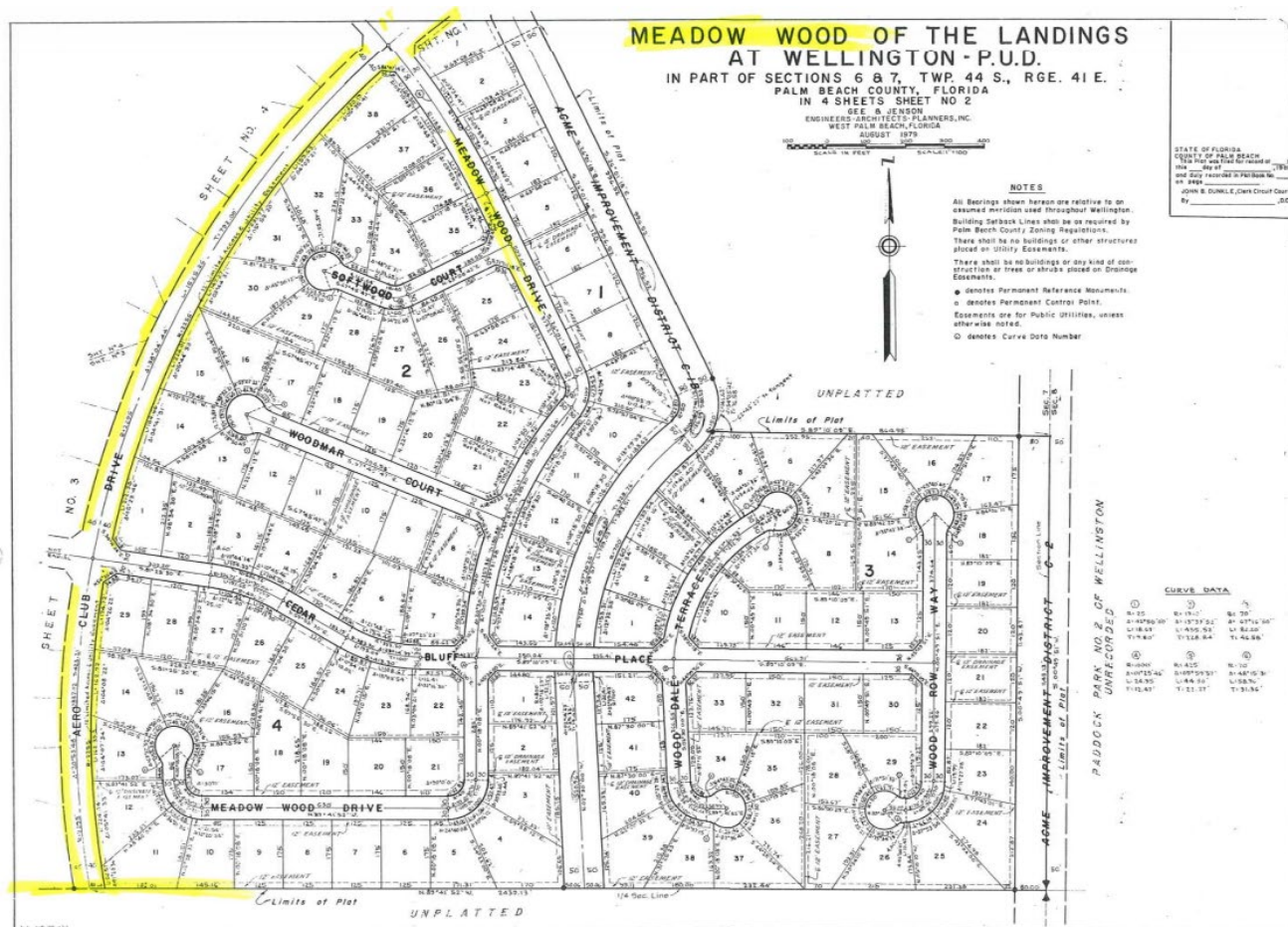
## ROW VERIFICATION

## RESOLUTION

## COST ESTIMATE

PHOTOGRAPH

# ROW Verification



## County Plats as starting point



# Required Documents

APPLICATION

Commitment letter from maintaining agency to administer grant, construct and maintain project

MAP (AERIAL)

TYPICAL SECTION

**Due: February 14, 2025**

ROW VERIFICATION

Commitment resolution from maintaining agency to administer grant, construct and maintain project

COMMITMENTS

COST ESTIMATE

**Due: April 25, 2025**

PHOTOGRAPH

# Required Documents

APPLICATION

MAP (AERIAL)

TYPICAL SECTION

ROW VERIFICATION

RESOLUTION

COST ESTIMATE

PHOTOGRAPH

## Cost Estimate

### **Examples of Participating Items** – reimbursable

- All items eligible for reimbursement must be listed under Participating Items column on cost estimate sheet
- Landscaping can be up to 25%
- If necessary, include inflation escalation factor

### **Examples of Non-Participating Items** – not reimbursable

- Mowing
- Utility relocations
- Video inspections
- Contingency

Cost estimate must be signed by licensed engineer (P.E.)

# Required Documents

APPLICATION

MAP (AERIAL)

TYPICAL SECTION

ROW VERIFICATION

RESOLUTION

COST ESTIMATE

PHOTOGRAPH

In-person photos  
preferred



Before

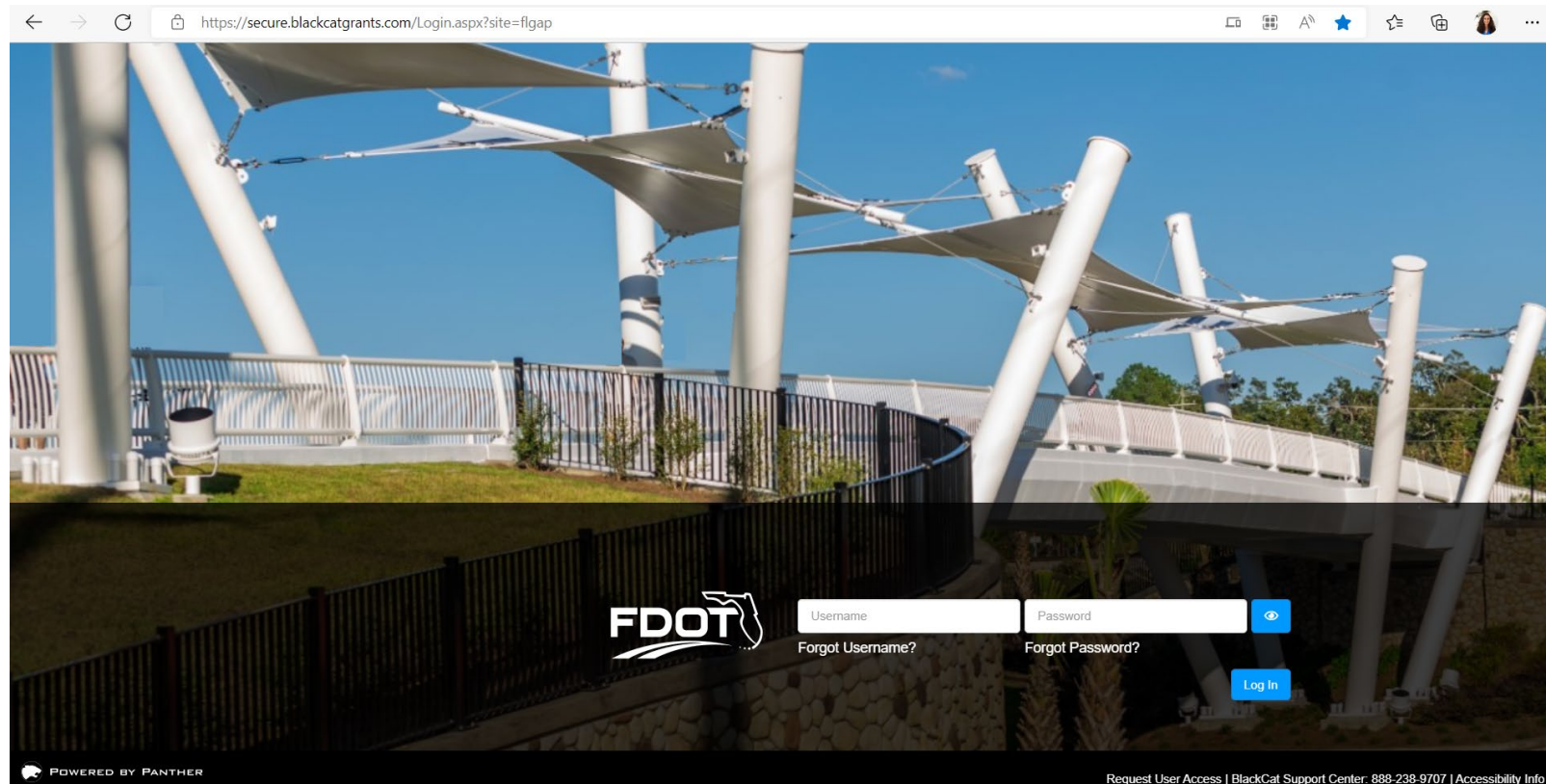


After



# Application Submittal

All applications and supporting materials must be submitted directly to the FDOT GAP Application Portal





# FDOT TA Application Portal

**1** JackCat<sup>®</sup> GRANT MANAGEMENT SYSTEM

Dashboard Applications Organizations Agreements Local Agency Contracts Review Resources Reports

Dashboard

**WELCOME MESSAGE**

**Competitive Solicitation Cycles for funding through the Transportation Alternatives (TA) Set-Aside program are open for the following areas:**

**FDOT DISTRICT 2- contact is Amy.Roberson@dot.state.fl.us**  
November 1, 2022 – February 16, 2023, at 3:00 pm, EST.

**FDOT DISTRICT 3- contact is Tanya.Branton@dot.state.fl.us**  
October 31, 2022 – February 23, 2023, at 11:59 pm, EST.

**APPLY for Shared-Use Nonmotorized (SUN) Trail program September 29, 2022 - December 15, 2022!**  
Solicitation period is open September 29, 2022 and closes December 15, 2022 at 3:00pm.  
Projects programmed this cycle will be funded as early as State Fiscal Year 2028/2029.

\*Don't forget to click on the "**Help**" link in the top righthand corner of your screen for an easy guide with pictures to help you navigate GAP.

Powered by Panther

**2** JackCat<sup>®</sup> GRANT MANAGEMENT SYSTEM

Dashboard Applications Organizations Agreements Local Agency Contracts Review Resources Reports

Dashboard > New Applications > New Grant Opportunities

Existing Applications

New Grant Opportunities

**New Opportunities**

Organization: Select One

Application: Shared-Use Nonmotorized (SUN) Trail - District 4  
Year: 2022 Application Deadline: 12/15/2022 3:00:00 PM EST View Details

Application: FY 2023 Transportation Alternative (TA) Program  
Year: 2023 Application Deadline: 3/1/2023 11:00:00 PM EST View Details

**3** JackCat<sup>®</sup> GRANT MANAGEMENT SYSTEM

Dashboard Applications Organizations Agreements Local Agency Contracts Review Resources Reports

Dashboard > New Applications > New Grant Opportunities

Existing Applications

New Grant Opportunities

**New Opportunities**

Organization: Palm Beach TPA

Application: Shared-Use Nonmotorized (SUN) Trail - District 4  
Year: 2022 Application Deadline: 12/15/2022 3:00:00 PM EST View Details Apply

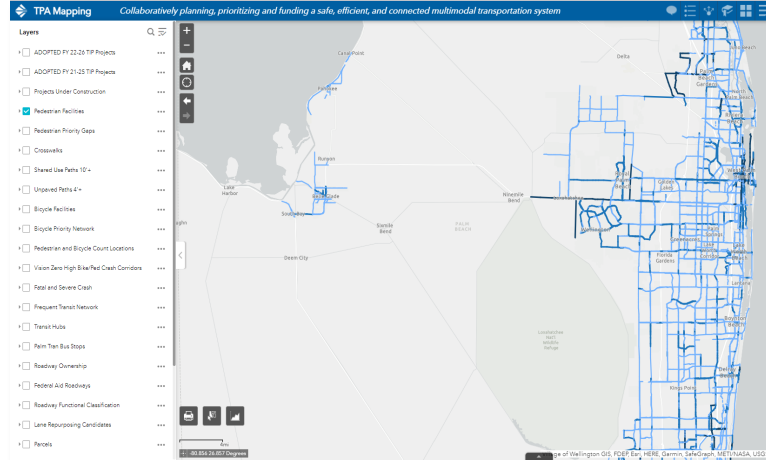
Application: FY 2023 Transportation Alternative (TA) Program  
Year: 2023 Application Deadline: 3/1/2023 11:00:00 PM EST View Details Apply

**4**

Application: FY 2023 Transportation Alternative (TA) Program  
Year: 2023 Application Deadline: 3/1/2023 11:00:00 PM EST

View Details **Apply**

# Resources



- Complete Streets Design Guidelines
- Vision Zero Action Plan
- 2045 Long Range Transportation Plan
- Interactive Map

# Schedule a Pre-Application Meeting





# Thank You!

Brian Ruscher, AICP  
Deputy Director of Multimodal  
[BRuscher@PalmBeachTPA.org](mailto:BRuscher@PalmBeachTPA.org)

Presented by District 4  
Local Program  
Administrator

# Local Agency Program Overview

# Managing the State and Federal Local Programs unit

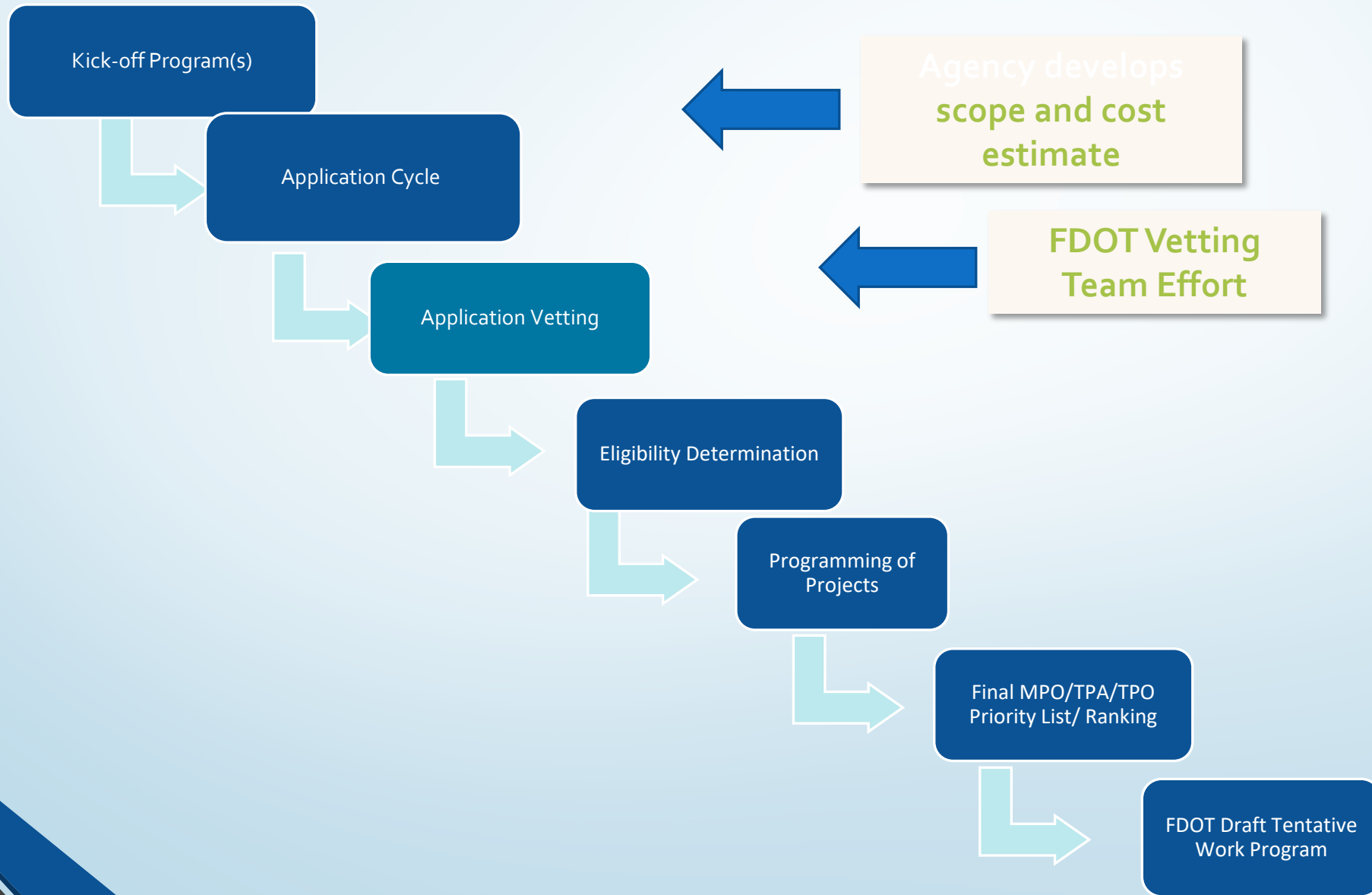
MYA WILLIAMS GRAY

LOCAL PROGRAM  
ADMINISTRATOR

- Manage the Federal and State Grant Programs application cycle
- LAP Certification
- Local Program Training
- Local Program Staff

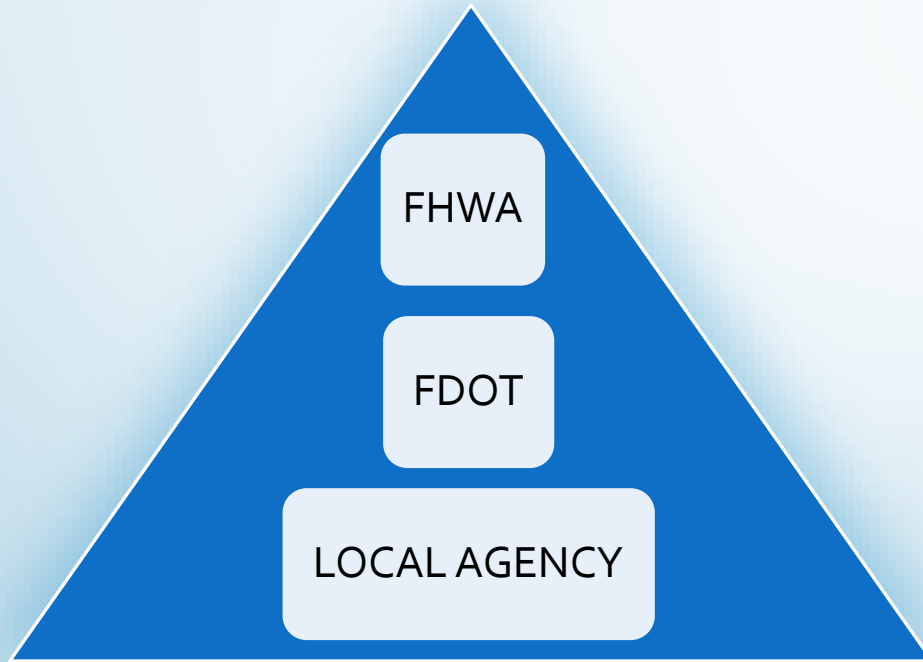


# Local Agency Application Cycle





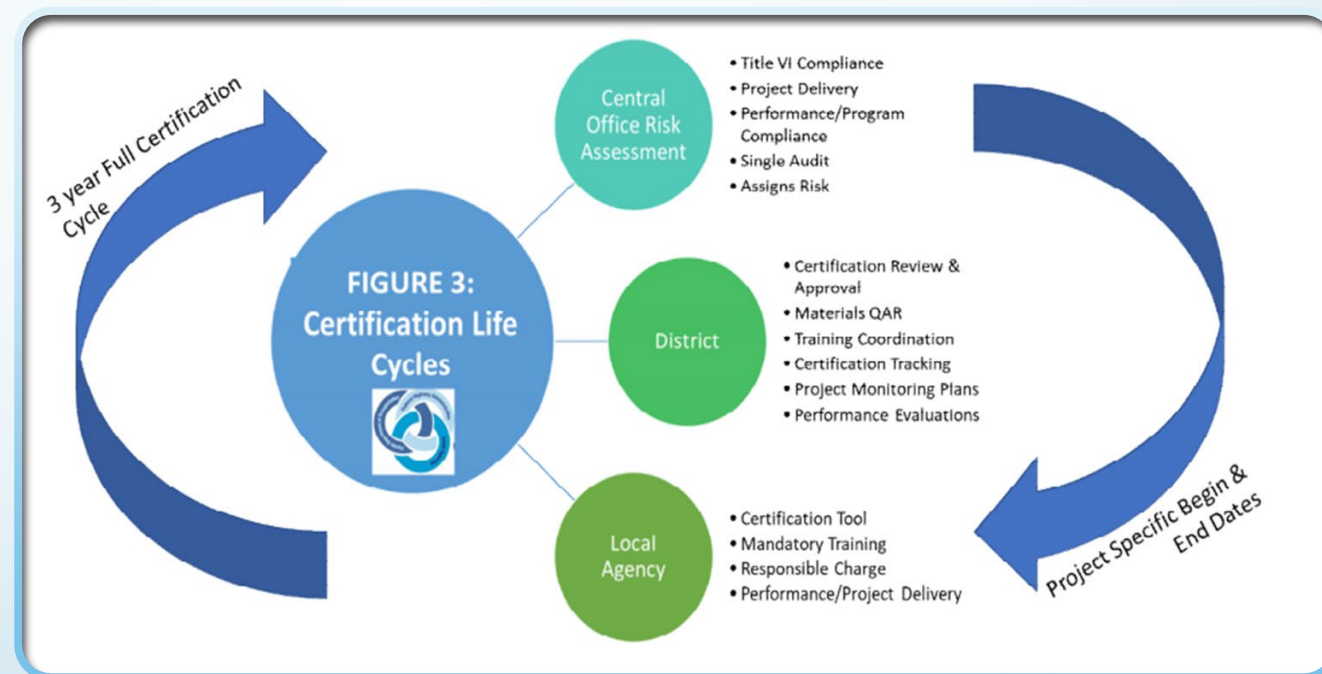
# Local Agency Program (LAP)



- Federalized Reimbursement Program
- FHWA & FDOT Oversight of Project administration
- LAP Certification
  - Local Agencies
  - Not eligible (Private Corporation, Non-profits, Individuals or subunits of government)

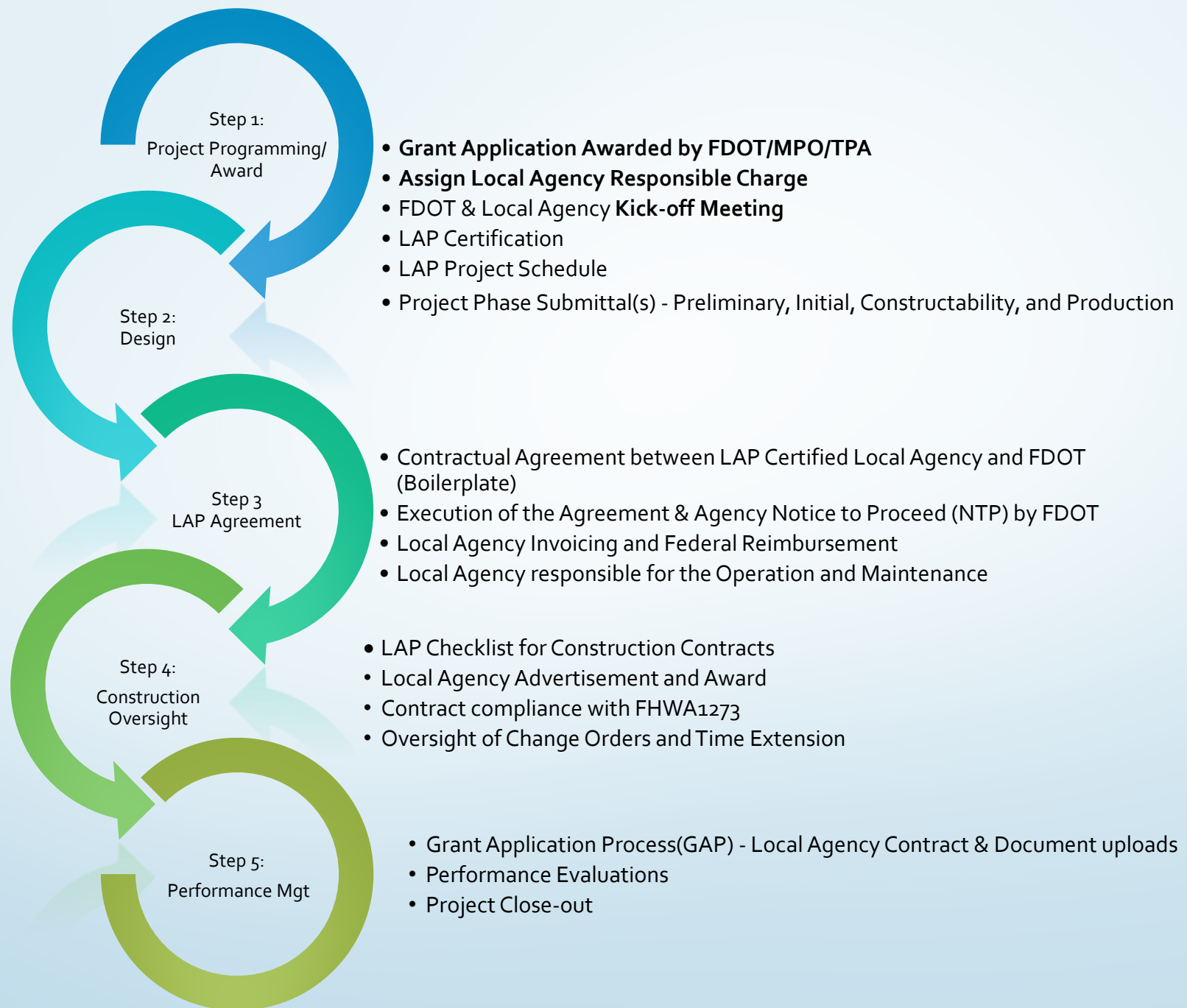
## Certification Life Cycle

- **Full Certification**
  - Renewed Every 3 years
  - Performance based recertification
- **Project Specific Certification**
  - Required for Cities, Towns, and Villages
  - Renewed Every Project
  - Project monitoring and oversight by Department
- **Functional Areas of Certification**
  - Design
  - Construction and Construction Administration
  - Procurement of Professional Services and Construction Contracts



# FDOT Local Program Oversight Team





- A statewide Grant Management System/ web-based
- Designed and developed specifically for use by the FDOT, FHWA, and other key transportation industry organizations
- Automate and manage State and Federal grant programs online from implementation to Close-out

## Grant Application Process

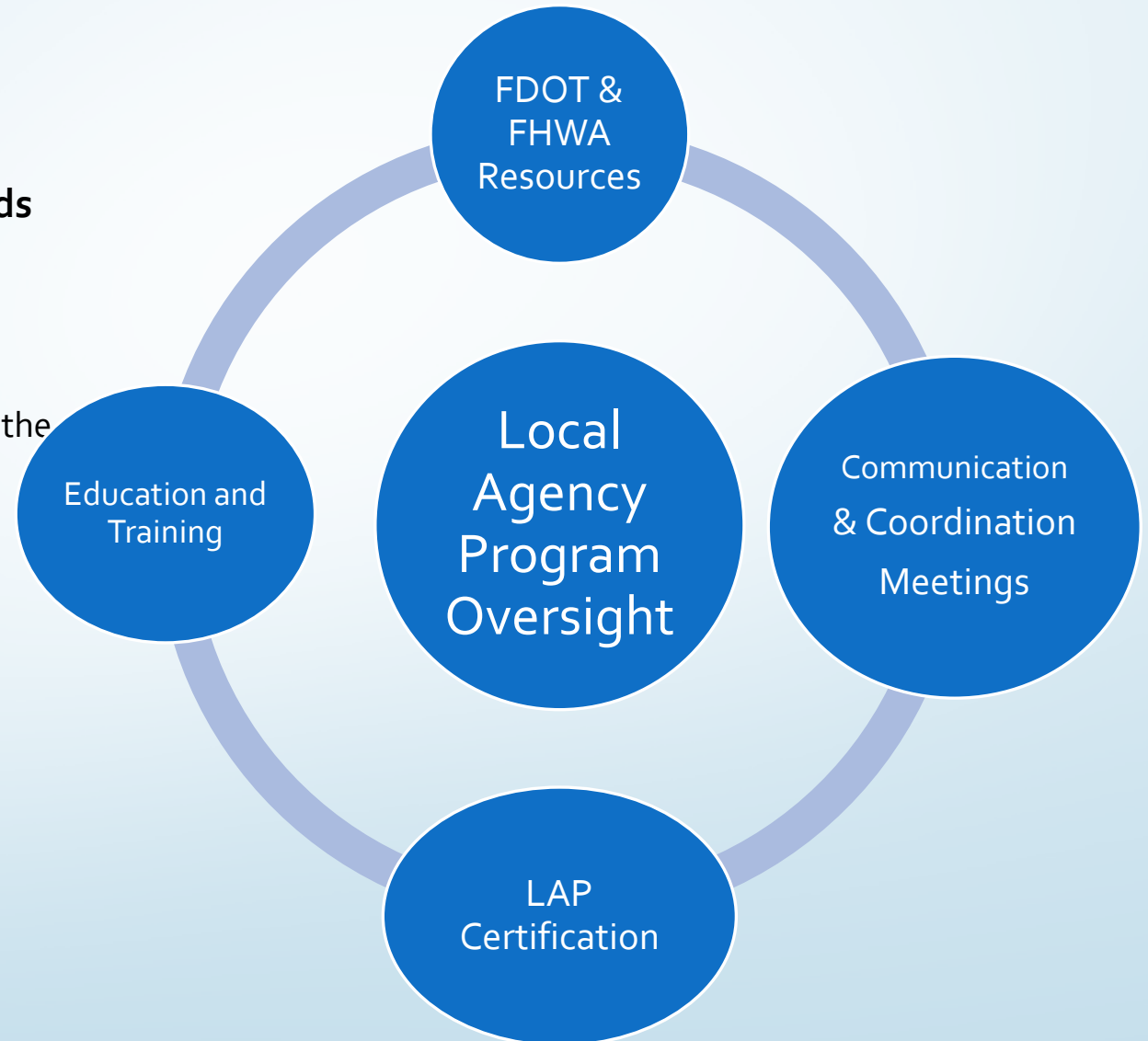


- Apply for Grant Opportunities
  - Review, Rank and Award
- First step in administering a LAP project
- Grant Project Management and tracking
  - Repository for Agreements and project documentation
  - Budget and Reimbursement Request/payments

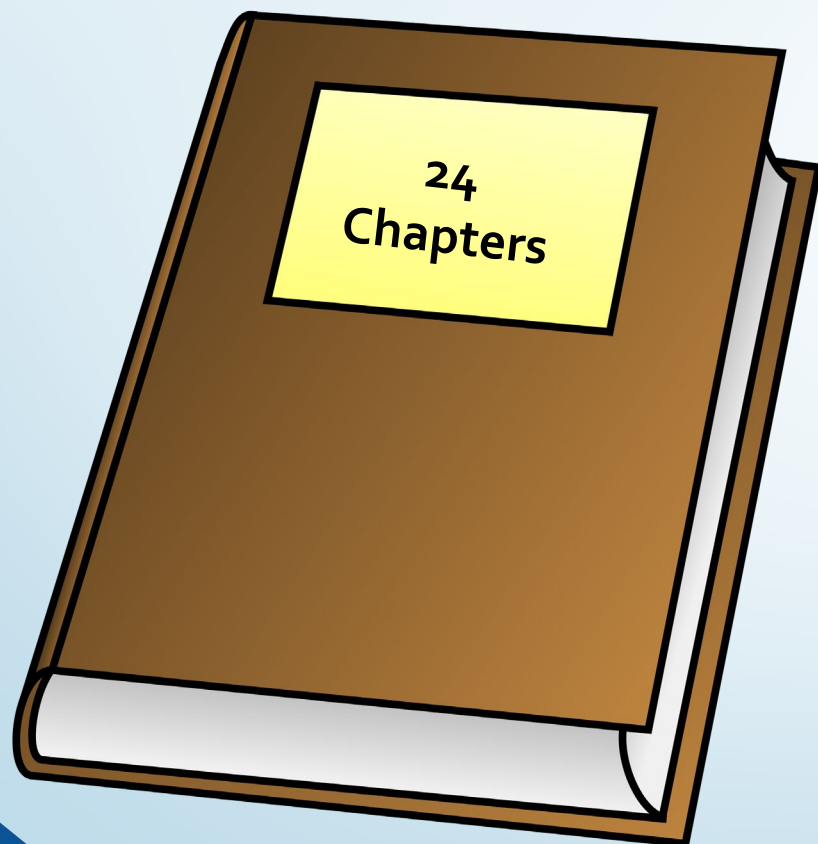


# FDOT Oversight & Local Agency Commitment

- **Success of the Local Agency Program depends on the Local Agency ability to commit and adhere to:**
  - State and Federal Requirements as set forth in the LAP Manual, LAP Agreement, and FHWA 1273
  - Approved/Awarded Project Scope
  - Project Schedule & funding
  - Communication & Coordination



# Local Program Manual



|          |  |
|----------|--|
| Part I   | Introduction and Overview of Local Programs                    |
| Part II  | Federal Highway Grant Programs Administration                  |
| Part III | Contracting Methods and Practices (State and Federal)          |
| Part IV  | Project Development and Delivery (State and Federal Programs)  |
| Part V   | Project Close Out and Maintenance (State and Federal Programs) |

# Local Programs Announcements and Training Opportunities

## Trainings

Please Visit the [Florida LTAP Training Calendar](#) for course offerings from various providers. Go to [Florida LTAP Center - Local Programs Training Resources](#) for a complete list of webinar trainings. The recorded webinars include course materials and most qualify for PDH credits.

**Sign up here to receive notice of announcements and training opportunities!**

Subscribe

<https://www.fdot.gov/programmanagement/lp/lp>

## Safety Message



## Any Questions ?



## Contact Us

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Office (954) 777-4608

**Chastiry Castillo**  
Local Program Specialist  
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*(LAP Certification)*

**Ramon Alvarez**  
Local Program Coordinator- Palm Beach  
[Ramon.Alvarez@dot.state.fl.us](mailto:Ramon.Alvarez@dot.state.fl.us)  
Office (954) 777-4491