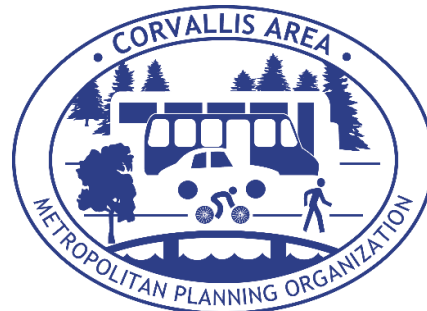# FFY 2024-2027 Albany and Corvallis Area MPO Discretionary Funds

Surface Transportation Block Grant (STBG) Program

Application Instructions

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Overview

The Albany and Corvallis Area Metropolitan Planning Organizations (AAMPO/CAMPO) are requesting project proposals for use of Surface Transportation Block Grant (STBG) funds for federal fiscal years (FFY) 2025-2027. Priorities for the use of STBG funds are outlined in this document. Project for FFY 2024 were selected as part of the last STBG funding cycle.

FFY2025-2027 STBG Funding:	
AAMPO - $3.15 million (estimated minimum)	CAMPO - $3.32 million (estimated minimum)

Projects will be accepted until 10:00 PM (PST), October 14, 2022. Application materials should be submitted electronically to bmcgregor@ocwcog.org or sdobrinich@ocwcog.org.

Project Eligibility

Projects must be located within the MPO boundary; be consistent with the most recent MPO Regional Transportation Plan (RTP) a local transportation plan or other long-range planning document; and meet general eligibility requirements for use of federal aid dollars under Title 23 of the U.S. Code (see eligibility link in the box below for more information).

Eligible Projects and Activities:
   a. Location of Projects
   (See 23 U.S.C. 133(c)): STBG projects may not be undertaken on a road functionally classified as a local road or a rural minor collector unless the road was on a Federal-aid highway system on January 1, 1991, except—
      (1) For a bridge or tunnel project (other than the construction of a new bridge or tunnel at a new location);
      (2) For a project described in 23 U.S.C. 133(b)(5)-(15) and (b)(23), and described below under "Eligible Activities" (b)(5) through (15) and (b)(23);
      (3) For transportation alternatives projects described in 23 U.S.C. 101(a)(29) before enactment of the FAST Act (these are described in 23 U.S.C. 133(h), see Section N of this memorandum);
      (4) For a bridge for the replacement of a low water crossing; and
      (5) As approved by the Secretary.

The definition of low water crossing is contained in 23 CFR part 650, subpart D supplementary guidance at: Additional Guidance on 23 CFR [part] 650 [subpart] D (See paragraph 3.b. of the supplementary guidance).

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For additional project eligibility information, see:

Section E --ELIGIBILITY (pages 12 through 16)
https://www.fhwa.dot.gov/specialfunding/stp/bil_stbg_implementation_guidance-05_25_22.pdf

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Eligible Sponsors

Eligible sponsors for projects requesting funds are limited to local governments, transit agencies, natural resource or public land agencies, school districts, local educational agencies, schools, tribal governments, ODOT, other local or regional governmental entity with responsibility for oversight of transportation or recreational trails.

Matching Funds

All projects require a local match paid by the applicant or by partner organizations. The **minimum local match is 10.27 percent** of eligible project costs. In-kind match may be an option depending on eligibility.

Annual Update

Applicants awarded STBG funds may be asked to submit a brief update annually for review by the MPO Policy Board. The update should include the status of the funded project and, if applicable, how it is performing relative to the purpose/need originally described in the project application.

Scoping Studies

Up to 10% of STBG funds may be used to conduct scoping studies for long range, complex projects identified by MPO members. Projects will be evaluated for funding on a case-by-case basis.

Program Changes

AAMPO and CAMPO have historically utilized ODOT's STBG State Fund Exchange Program which provides significant flexibility in how STBG dollars can be spent locally. Historically, all federal funds would be flexed to state dollars, allowing much greater flexibility in project delivery and significantly fewer requirements.

The State Fund Exchange Program WILL NOT be available for 2025-2027 STBG Projects. This means all projects will be delivered using federal dollars.

With federal funding comes more requirements. As such, the MPO strongly urges its members to submit projects that are higher in dollar value and/or bundle smaller projects together. Federal funds can add 30-40% to the cost of a project delivered using other monies. In addition, ODOT is requiring any agency that deliver a STBG project be a *certified local agency*. Applicants should be aware that administering federal funds adds to project management costs and account for that in cost estimates.

Project Evaluation Criteria & Schedule

Evaluation Criteria

The following criteria will be used for STBG project evaluation as part of the FFY2024-2027 Metropolitan Transportation Improvement Program (MTIP) process. Projects will be sorted into Preservation and Modernization, and then combined into one overall funding list. All applicants will be given the opportunity to present projects to the TAC and Policy Board. **Applicants for funding must demonstrate how well their proposed project meets the evaluation criteria identified below.**

Table 1: Evaluation Criteria for Preservation Projects

PRESERVATION	
Pavement Condition (30 pts)	Fair (30 pts)
	Poor (15 pts)
	Good (5 pts)
Bicycle/Pedestrian/Transit Improvement (30 pts)	Improves bicycle facilities (10 pts)
	Improves pedestrian facilities (10 pts)
	Project along public transit route (10 pts)
Safety Improvement (20 pts)	Addresses documented safety issue and/or identified high crash location (20 pts)[1]
Project Leverage (20 pts)	Funding this project will leverage other larger opportunities to increase overall project impact (10 pts)
	Improves freight operations (10 pts)
Total	100 pts

Table 2: Evaluation Criteria for Modernization Projects

MODERNIZATION	
Project Readiness (30 points total)	A scoping study is completed (8 pts)
	Project is in within existing ROW (8 pts)
	No extensive environmental permits required (7 pts)
	Match funding is already identified (7 pts)
Bicycle/Pedestrian/Transit (30 points total)	Improves bicycle facilities (8 pts)
	Improves pedestrian facilities (8 pts)
	Improves bus stop (7 pts)
	Project along public transit stop (7 pts)
Safety (25 points total)	Addresses documented safety issue and/or identified high crash location (18 pts)[1]
	Upgrades signal system to improve efficiency (7 pts)
Intercommunity Impact (15 pts)	Project identifies benefits to multiple communities (10 pts)
	Improves freight operations (5 pts)
Total	100 pts

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[1] 2020 reports from ODOT's Safety Priority Index System (SPIS) could be used as an information resource: https://www.oregon.gov/odot/Engineering/Pages/SPIS-Reports-Off-State.aspx

The evaluation criteria is used as a tool to assess project proposals, however, other factors are also considered as part of the selection process.

Projects will first be evaluated and ranked by MPO staff and the Technical Advisory Committee. Project lists will be made public for comment before final approval by the MPO Policy Board. While the MPO Policy Board is responsible for selecting projects for these funds, final eligibility may be determined in consultation with FHWA, FTA, and ODOT.

Schedule

Planned schedule and summary of actions is listed below.

AAMPO	CAMPO	Summary Actions
12-Sep-2022	12-Sep-2022	Start project solicitation process.
14-Oct-2022	14-Oct-2022	Application period closes; Staff begins application evaluation.
20-Oct-2022	27-Oct-2022	Workshop: Applicant presentations to TAC (Optional). Public comment period begins.
17-Nov-2022	Nov TBD	TAC to review applications, evaluate projects, and make funding recommendation to the Policy Board.
Dec 2022/Jan 2023	Dec 2022/Jan 2023	Applicant presentations to Policy Board. Policy Board approves STBG projects.

Opportunities for Public Comment

Details on Policy Board and TAC meetings can be found at the MPO website: www.albanyareampo.org or www.corvallisareampo.org. Any questions or additional information can be requested through staff at the contact information listed above.

The public process will consist of a virtual open house that contains a map and description of each project. The virtual open house will be available in both English and Spanish languages. The virtual open house will also be noticed in the newspaper. All handouts and announcements regarding the virtual open house will be bi-lingual.

Instructions to Apply

Prospective applicants should refer to the "Project Eligibility" section of this document (pages 2 and 3) and use the link provided to determine if their project is an eligible activity. If unclear, please contact MPO staff for additional information.

The Albany and Corvallis Area MPO's do not use a prescribed form for STBG project applications. The information below outlines a list of suggested topics to cover in your application.

Contact Information

Provide contact information for project applicant. Contact should be someone from the sponsor agency that will be able to answer questions regarding the submitted application.

Project Name and Description

Provide a short project description. Suggested topics to cover include project need, problem to be addressed, expected outcomes and other relevant information that describes the project. Include information about work to be funded, such as what will be built, services provided, equipment to be purchased, or planning efforts that will be paid for with requested funds. Maps, photos, and other graphics are not required but will be accepted as part of the application.

Presence in RTP, TSP, or other Planning Document

Make a note on whether your project is identified in an existing plan or program; include plan name and page number (or other identifying information). Note that this is generally for information only, as not all projects will need to be in an existing plan/program. However, projects need to align with goals and policies contained in the most recent MPO Regional Transportation Plan.

Project Scoring Criteria & Other Project Benefits

Applicants for funding must demonstrate how their proposed project meets the evaluation criteria identified on page 4. It is up to the applicant to demonstrate how well the project supports each criterion, and including measurable objectives is encouraged, if applicable (e.g.: linear feet of new ped/bike facility, crash data, transit ridership, etc.).

Statement on Project Feasibility

Provide a short statement on project feasibility including info on how the project will be delivered. Please indicate whether your agency is currently certified to deliver federally funded projects, has plans to become certified or will request a third party agency to deliver the project on its behalf.

Cost Estimate & Funding Requested

Provide an estimate for total project cost and amount of STBG funds being requested. Information about other committed funds, including match, may be useful to include as well. Match must come from non-federal sources. If a soft match is to be used, please note and consult with MPO staff for eligibility. If you are requesting any 2024-2027 funds, a completed Cost Estimate Sheet must be attached to your application. Cost overages are not the responsibility of the MPO. Federal fiscal year begins October 1 and ends September 30.

Submit Application

Email your completed application to:

AAMPO	CAMPO
bmcgregor@ocwcog.org	sdobrinich@ocwcog.org