

Welcome to Step Two of the Regional Mobility Grant Application

You can begin working on Step Two at any time, but you cannot submit it until you've received WSDOT's approval of Step One.

IMPORTANT NOTE: Due to limitations with Adobe Reader please follow these suggestions:

- Make sure you're using Adobe Reader XI.
- You cannot save your responses to questions when filling out the application unless you have Adobe Pro. You can however complete one section at a time and print a hard copy.
- When you've completed the application and have a hard copy of all the sections, then insert:
 - Maps
 - MPO and transit agency concurrence (if required)
 - Letters of support, etc.
- Don't forget to have the application signed (bottom of Project Summary section) by the appropriate person within your organization.
- Scan the complete application and email the pdf to eldridm@wsdot.wa.gov or RMG@wsdot.wa.gov. I will send you an email confirming my receipt of the application.
- See Chapter 2 of the Grant Application Guide for complete grant application submission details.

IMPORTANT DATES:

September 5, 2014	Step One First Draft estimated Year 1 and Year 4 VT and VMT reductions are due no later than 4:00 p.m. PDT, see Chapter 2 of the Grant Application Guide for more details.
October 3, 2014	All estimated Year 1 and Year 4 VT and VMT reduction calculations must be <u>approved</u> by WSDOT no later than 4:00 p.m. PDT, see Chapter 2 of the Grant Application Guide.
October 6, 2014	Grant application due date. WSDOT must receive applications no later than 4:00 p.m. PDT. For details, see Chapter 2 of the Grant Application Guide.

From all of us who work on the Regional Mobility Grant Program we wish you great success with your application! Please call Mark Eldridge, Regional Mobility Grant Program Manager anytime for assistance 360-705-7273, eldridm@wsdot.wa.gov.

Project Summary

Lead Agency					
Project Title					
Category		2 Yr.	4 Yr.	Grant request for 2015 - 2017	
CN				Grant request for 2017 - 2019	
OP				Total grant request	
EV				Federal Tax ID#	
TDM				Legislative District(s)	
Mailing address			Address to receive payments (if different)		
Grant Administrator			Billing Contact		
Phone no.			Phone no.		
Email			Email		
Summarize the proposed project					
Describe specific deliverables					
WSDOT Approved Vehicle Trips Reduced (VT)			WSDOT Approved Vehicle Miles Traveled Reduced (VMT)		
VT In Year 1			VMT In Year 1		
VT In Year 4			VMT In Year 4		
<p>This application must be certified by someone authorized to sign contracts on behalf of your organization, such as the board chairperson, or chief executive officer. The grant applications must be signed below to be considered for grant funding.</p> <p>I certify, to the best of my knowledge, that the information in this application is true and accurate and that this organization has the necessary fiscal, data collection, and managerial capability to implement and manage the project associated with this application.</p>					
X _____			Date _____		
Name and Title of Signatory					



Describe the problem this project is designed to solve in relation to both the local public transportation system and the broader regional transportation system. Include the location and the specific congested corridor or situation.



Describe how the proposed grant project will address the above problem.



1. Does the applicant currently have the funding necessary to complete the project, with the exception of these grant funds?

Yes No

If no, give a detailed explanation of when full funding will be available.

2. Design % complete

3. Environmental permits applied for?

Yes No

- Permit issued?

Yes No

4. Does this project require NEPA/SEPA?

NA

Yes No

- Documents submitted?
- Approval received?
- Is the project expected to receive a Categorical Exclusion (CE)

Yes No

Yes No

Yes No

5. Executed Order 05-05, requires a review of all capital construction projects and land acquisitions. If your project requires excavation, then you must have a letter from the Department of Archeology and Historic Preservation (DAHP) stating your project will likely have no impact, or you must follow the requirements they put forth.

Does your project require excavation, or displacement of soil?

Yes No

- If you answered yes, have you sent your project to DAHP for review?

NA

Yes No

6. Does your project require the purchase of right of way?

Yes No

- If you answered yes, what percentage of the right of way have you acquired?

7. Have you advertised for bids?

Yes No



8. Vendor/contractor selected?		Yes	No
9. Construction % complete?			
10. Construction permits applied for?		Yes	No
• Permit issued?		Yes	No
11. MPO/RTPO Verification (see section 13 of the grant application guide)		Yes	No
• If yes, cite project identification number _____			
• Is the project in the applicants system or comprehensive plan?		Yes	No
• If yes, cite the document and page number _____			
• Is the project in the comprehensive plans, or in the 6-year Transit Development Plan?		Yes	No
12. If the project will affect a transit agency, does your agency have written concurrence from the transit agency?	NA	Yes	No
13. Transit agency applicants only. Does your agency have a <u>process</u> to allow a private bus company to use a park and ride lot you own or provide service to? A process is <u>required</u> if you want to receive grant funds. WSDOT will not review, comment, or score the transit agencies process.	NA	Yes	No
14. For Operating projects (new or extended routes) is the planning process complete?	NA	Yes	No
15. For Equipment procurement projects has the agency identified vehicle type, options, and available contracts to piggyback on?	NA	Yes	No

Additional Information



Construction Projects

For 2-year projects, all of these milestones must occur before June 30, 2017.

For 4-year projects the following milestones must occur before June 30, 2017:

- Design 90% complete
- Complete environmental documentation
- Set contract ad date
- Set construction start date and project completion date

Construction Project Milestones (Critical path milestones are in Bold)	Past or planned completion dates (mm/yy)
Design 10% complete	
Design 30% complete	
Design 60% complete	
Design 90% complete	
Complete environmental documentation	
Executive Order 05-05 compliance	
Obtain required permits	
Land acquired/right of way certification	
Utilities	
Ad date	
Bid date	
Award date	
Construction start date	
Construction 25% complete	
Construction 50% complete	
Construction 75% complete	
Operationally complete	
Performance Management Plan (PMP) approved by WSDOT	
Fully complete	
Site inspection visit by WSDOT	



Equipment/Vehicle Project

For 2-year projects, all of these milestones must occur before June 30, 2017.

For 4-year projects the following milestones must occur before June 30, 2017:

- Development/approval of final specifications
- Place order
- Set delivery date

Equipment/Vehicle Purchase Milestones (Critical path milestones are in Bold)	Past or planned completion dates (mm/yy)
RFP of IFB publish date	
Contract award	
Set delivery date	
First vehicle accepted	
First vehicle service start date	
All vehicles accepted	
All new vehicles in service	
Service inspection visit by WSDOT	
Performance Management Plan (PMP) approved by WSDOT	

Operating Projects

For all operating projects the new service must start before October 1, 2016.

Operating Project Milestones (Critical path milestones are in Bold)	Past or planned completion dates (mm/yy)
Service plan completed	
Start date established	
Service start date	
Service inspection visit by WSDOT	
Performance Measuremetn Plan (PMP) approved by WSDOT	



<p>Identified Bottleneck or Chokepoint Bottleneck or chokepoint number from map Bottleneck of Chokepoint location is not on map</p>	<p>Level of Service The current level of service through the corridor is: Comment:</p>
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Describe the congestion problems your proposal addresses. The explanation should relate the project to both the public transportation system and the broader regional transportation system and should clearly demonstrate the connection between the problem and your proposal.



Describe the system integration problems your proposal addresses. For example, indicate how your proposal:

- improves multimodal connections and service
- establishes or improves connections between counties or urban centers
- exemplifies coordination among jurisdictions and/or
- improves the use of demand management strategies to leverage existing services and programs, including Growth and Transportation Efficiency Center programs
- Limit your response to two pages



A large, empty rectangular box with a black border, occupying most of the page. It is intended for the user to provide details for system integration.

Financial Plan Table

Project Activity	Funding Sources and Amounts						Useful Life
	Total Project Funds	Regional Mobility Grant Funds	Other State Funds	Local Funds	Federal Funds	Other Funds	
Overhead, salaries, benefits							
PE/Design							
Park and Ride Surface Lot							25
Park and ride Parking Structure							50
Transit Center							25
Transit Only, HOV, and BAT Lanes							20
Bus Bulbs and Sidewalks							20
Pedestrian/Bicycle Trail Connections							25
Bus Shelters							15
Transit Signal Priority							15
Security Systems							10
Passenger/Bicycle Amenities							7
Transportation Demand Management							1.5 X length of grant
New Bus Route, Extending, Increased Frequency							Length of grant
Promotion Outreach/Advertising							1.5 X length of grant
Street/Train Car Rolling Stock							30
Fixed Guidway							30
Cutaway Bus Van Chassis							5
Cutaway Bus Truck Chassis							7
Rolling Stock Buses							12
Land Acquisition Purchase							
Land Acquisition Lease							
Other							
1							
2							
3							
Total Project Cost							
% of RMG Contribution to Overall Project Cost not exceed 80%							

Comments, or provide an explanation why your project doesn't fit into any of the above categories.



Greenhouse Gas Emission Reduction Policy Statement

1. Has your agency adopted policies to reduce Greenhouse Gas Emissions?

Yes

No

2. Please describe specific goals and objectives of your agency's Greenhouse Gas Emission Reduction Policy, and describe what components it includes, and how it is implemented.

3. RCW 70.235.070 requires project "consistency" with the state Greenhouse Gas emission limits, and Vehicle Mile Traveled reduction benchmarks found in RCW 47.01.440. Please describe how your proposed project is consistent with RCW 70.235.070.