



***Funding for Pedestrian and Bicycle Infrastructure  
and Safety Programs Application***

**Applications Due by 4pm on October 26, 2018**

*Please refer to the Application Guidelines when answering each question, addressing how each answer relates to the point system on the Funding Score Sheet.*

Project Name: \_\_\_\_\_

Application Date: \_\_\_\_\_

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**A. PROJECT SPONSOR INFORMATION (page 15)**

**Type of Project Sponsor:** \_\_\_\_\_

**First Sponsor Name:**

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Second Sponsor Name:**

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

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**B. PROJECT PARTNERS (3 points, page 15)**

List all local federal, state, or non-profit partners that are contributing money to this project.

Partner 1:	\$ _____	_____ %
Partner 2:	\$ _____	_____ %
Partner 3:	\$ _____	_____ %
Partner 4:	\$ _____	_____ %



**C. BASIC PROJECT INFORMATION (2 points, page 15)**

**Total Federal Funds Requested:**                    \$ \_\_\_\_\_

Will the project be open to the public for at least 25 years?    Yes \_\_\_\_\_    No \_\_\_\_\_

Will a fee be charged for public access? If yes, how much?  
If yes, explain how the fees charged will be used.                    Yes \_\_\_\_\_    No \_\_\_\_\_

\_\_\_\_\_

What governmental entity will be responsible for the short- and long-term project maintenance?

\_\_\_\_\_

Identify all maintenance participation and the source of funds supporting long-term maintenance.

\_\_\_\_\_

Has the right-of-way for the project been acquired in its entirety?    Yes \_\_\_\_\_    No \_\_\_\_\_  
*(Please attach copies of deeds for acquired right-of-way.)*  
*(Proof of ownership is required for points.)*

If no, does the applicant have an option on the property  
executable by December 2019? *(Please attach)*                    Yes \_\_\_\_\_    No \_\_\_\_\_

If no, does the applicant have a written letter of intent  
to provide the right-of-way? *(Please attach)*                    Yes \_\_\_\_\_    No \_\_\_\_\_

If right-of-way acquisition is necessary, is the applicant  
willing to exercise condemnation authority to acquire?  
*(Please attached resolution of support for condemnation  
authority)*                    Yes \_\_\_\_\_    No \_\_\_\_\_

Have utilities been cleared or considered for the project?  
*(Please attach supporting documentation)*                    Yes \_\_\_\_\_    No \_\_\_\_\_

**Attach supporting documentation to this application.**

**D. PROJECT LOCATION INFORMATION (2 points, page 15)**

1. Where is the project located? Please indicate if the project will connect OTO jurisdictions.  
*(Attach a map no larger than 8 1/2 inches by 11 inches.)*

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\_\_\_\_\_



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**E. PROJECT DESCRIPTION (E.1 = 1 point, E.2 = 2 points, page 16)**

Please provide a concise overview of the project. Include how the project meets at least one of the OTO Eligible Activities and the major components such as project width, length, and material types.

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1. Does the project rebuild existing sidewalk (*80% of Project*) and ramps to address an ADA Concern? Yes\_\_\_\_\_ No\_\_\_\_\_
2. Is the project comprised of 80% new sidewalk or trail? Yes\_\_\_\_\_ No\_\_\_\_\_

You must include a project plan showing the details of the projects. The plan should include the length and width of the project, the landscaping details/drawing, lighting details, etc. Drawings no larger than 8 ½ inches by 11 inches may be attached to the back of this application.

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**F. CONNECTIVITY (3 points, page 16)**

Describe how the project connects to other transportation modes or transportation facilities.

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**G. COMMUNITY (2 points, page 16)**

Describe how the project will promote redevelopment or revitalization.

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**H. PUBLIC OUTREACH (3 points, page 16)**

Describe how the public has been involved and how the project sponsor has demonstrated public outreach and input. Describe how the project fits into the OTO Regional Bicycle and Pedestrian Trail Investment Study, the OTO Long Range Transportation Plan Bicycle and Pedestrian Facilities map, and/or a locally adopted Bike/Ped plan.

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**I. DISTANCE FROM SCHOOL (3 points, page 16)**

If the project is within 1½ miles of a school (measured by radius), please fill out the following information.

Nearest School \_\_\_\_\_

Type of School (public, private, etc) \_\_\_\_\_

Project distance from school \_\_\_\_\_

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**J. COST ESTIMATES (page 16)**

List the cost of the applicant’s project components in the table provided on the following page. Not all budget categories may apply to all projects. TAP funds can reimburse up to 80 percent of the total project cost. Non-federal matching funds may come from the applicant's resources or from a third-party donation to the applicant for cash, materials, or labor.

The minimum federal share request is \$40,000 and the maximum is \$400,000.

(Tip: Add the rows across and then add the columns down. Both sums should be the same and equal the total project cost in the bottom right-hand corner of the grid.)



**OZARKS TRANSPORTATION ORGANIZATION**

A METROPOLITAN PLANNING ORGANIZATION

LIST OF ITEMS IN ORDER OF COMPLETION	FEDERAL SHARE REQUEST	NON-FEDERAL MATCH			OTHER FUNDING	TOTAL (ADD EACH ROW)
		Applicant Budget	Donation	Source		
1. Right-of-Way Acquisition	\$	\$	\$		\$	\$
2. Design/Preliminary Engineering (Application through Bid Opening)	\$	\$	\$		\$	\$
3. Utility Relocation	\$	\$	\$		\$	\$
4. Materials	\$	\$	\$		\$	\$
5. Labor/Construction	\$	\$	\$		\$	\$
6. Construction Engineering (Only after Bid Opening)	\$	\$	\$		\$	\$
7. Construction Contingency (No more than 10% of items 3-5 above)	\$	\$	\$		\$	\$
8. Value of any land already acquired	\$	\$	\$		\$	\$
<b>TOTALS</b>	\$	\$	\$		\$	\$

**Cost Estimate Prepared by:**

\_\_\_\_\_

**Name**

\_\_\_\_\_

**Agency/Firm**

\_\_\_\_\_

**Date**

Attach an additional sheet detailing the costs described above. Include with that detail, the total cost for each project element and the percentage of the total project cost for that element (i.e. landscaping, paving, sidewalks).

Describe all local groups/agencies identified to complete work as part of the applicant's plan. Please document all funding sources that will be utilized in the project.

\_\_\_\_\_

\_\_\_\_\_



# OZARKS TRANSPORTATION ORGANIZATION

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This project is phased: Yes \_\_\_\_\_ No \_\_\_\_\_  
 This project represents Phase # \_\_\_\_\_ of \_\_\_\_\_  
 Other phases include:

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**Complete for the phase represented on this application only.**

TOTAL FEDERAL SHARE: \$ \_\_\_\_\_ %

TOTAL LOCAL SHARE: \$ \_\_\_\_\_ %

TOTAL PROJECT COST: \$ \_\_\_\_\_ 100 %

SOURCE(S) LOCAL FUNDS:

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**SECTION K (page 17)**

***We, the Undersigned:***

- *Hereby submit this project application to the Ozarks Transportation Organization (OTO) for approval of the project concept.*
- *Understand that the Funding for Pedestrian and Bicycle Infrastructure and Safety Programs Program is not a grant program, and that funds are administered by MoDOT.*
- *Understand that payments will be made by MoDOT as work progresses, and that no payments will be made until all local requirements have been met and proper documentation has been submitted to MoDOT.*
- *Hereby assure OTO and MoDOT that the required match will be available for all funded phases of this project at a time and through a process mutually agreed to by both MoDOT and the local government(s).*
- *Understand that the project costs in this proposal are preliminary estimates only, and that actual final costs may be more or less than those reflected herein. We understand that any variance in TAP funded projects will also affect the amount of the required local match and we are prepared to accommodate any additional local matching requirements.*
- *Hereby assure MoDOT that the local government(s) will maintain (or cause to be maintained) this project in a way and for a period of time mutually agreed to by all parties. We further understand that there will be a formal written agreement between the Missouri Highway and Transportation Commission (MHTC) and the local government(s) prior to project implementation.*
- *By signing this application, the organization (local government, school district, or other eligible entity) agrees to assume all responsibility for all environmental and cultural resource impacts that this project may have and understands that this program is subject to availability and eligibility of federal funding.*

**Name**

**Title**

**Date**



# OZARKS TRANSPORTATION ORGANIZATION

A METROPOLITAN PLANNING ORGANIZATION

<b>Application Checklist</b>		
<b>Included</b>	<b>Application Component</b>	<b>For More Information</b>
<b>General Project Requirements</b>		
<input type="checkbox"/>	Does the proposed project meet at least one category of eligible activities, as chosen by OTO?	Eligible Projects, page 6
<input type="checkbox"/>	Does the project have a direct relationship to the Surface Transportation System?	Eligible Projects, page 6
<input type="checkbox"/>	Is the project sponsor contributing at least 20% of total project costs?	Match Requirements, page 7
<input type="checkbox"/>	Will the project be open to the public in perpetuity?	<i>*Need Reference*</i>
<input type="checkbox"/>	Is the project sponsor an eligible sponsor?	Eligible Project Sponsors, page 7
<input type="checkbox"/>	Does the proposed project involve activities that are over and above normal transportation practice and what is considered routine construction or maintenance?	Eligible Projects, page 7
<input type="checkbox"/>	Is the proposed project compatible with the Ozarks Transportation Organization's Long Range Transportation Plan?	Evaluation Criteria, page 10
<input type="checkbox"/>	Does the project meet OTO TAP minimum and maximum award size restrictions?	Project Award Size Restrictions, page 6
<input type="checkbox"/>	Does the project strengthen the local economy?	Available Funding, page 5
<b>Specific Application Requirements</b>		
<input type="checkbox"/>	Does the application include photos and maps of the project site?	Section D: Project Location, page 15 Section E: Project Description, page 16
<input type="checkbox"/>	Does the application include a project implementation schedule?	Section E: Project Description, page 16
<input type="checkbox"/>	Does the application include a landscaping drawing showing type and location of street trees/other landscaping?	Section E: Project Description, page 16
<input type="checkbox"/>	Does the application include an adopted local resolution of support is required from the sponsoring agency?	Section A: Project Sponsor, page 15
<input type="checkbox"/>	Is the application signed?	Section K: Signature, page 17
<input type="checkbox"/>	Does the application include documentation of Right-of-Way acquisition (deed, lease, easement)?	Section C: Basic Information page 15
<input type="checkbox"/>	Does the application include a clear breakdown of the project's budget?	Section J: Cost Estimates, page 16





## Funding Score Sheet

Relevant Section	Evaluation Criteria	Maximum Points Available	Points Received
B	Project has more than one local, federal, state, or non-profit partner contributing to the match dollars <b>(1 point for each additional partner providing at least 1% of the project cost)</b>	3	
C	Right-of-Way for the project has already been acquired in its entirety <b>(Entirely Acquired = 2pts, Written Letter of Intent = 1pt, No Formal Communication or Acquisition = 0pts)</b>	2	
D	Project enhances the connection between OTO jurisdictions <b>(Yes = 2pts, No = 0pts)</b>	2	
E.1	Project rebuilds at least 80% existing sidewalk, trail, and ramps to address an ADA concern <b>(Yes = 1pt, No = 0pts)</b>	1	
E.2	Project is comprised of more than 80% new sidewalk or trail <b>(Yes = 2pts, No = 0pts)</b>	2	
F	Project is multimodal, connects other modes of transportation, or provides connectivity with other transportation facilities <b>(1-3 points)</b>	3	
G	Project promotes redevelopment/revitalization <b>(Yes = 2pts, No = 0pts)</b>	2	
H	Project is a regionally significant and priority Bike/Ped project, as demonstrated by inclusion in a public planning document <b>(OTO Regional Bicycle and Pedestrian Trail Investment Study = 5 pts, OTO LRTP Bicycle &amp; Pedestrian Facilities Map = 3pts, Appears in Locally adopted Bike/Ped Plan = 1pt (can be in addition to LRTP Bicycle &amp; Pedestrian Facilities Map), Not in a Plan = 0pts)</b>	5	
I	Does the project help promote safe routes to school? (Must be within 1½-mile of a public or private educational institution, excluding for-profit institutions) <b>(3 points if project is within ½-mile or is on a designated school walking route, 2 points if within 1-mile, and 1 point within 1½- miles)</b>	3	
<b>TOTAL</b>		21	