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Metropolitan Transportation Authority

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REVISED

ADHOC CONGESTION REDUCTION COMMITTEE

JULY 16, 2014

SUBJECT: 2014 METRO EXPRESSLANES NET TOLL REVENUE REINVESTMENT EXPENDITURE PLAN

ACTION: APPROVE RECOMMENDATIONS

RECOMMENDATION

Approve the following actions for the 2014 Metro ExpressLanes Net Toll Revenue Reinvestment Grant Program, in the amount of \$26,723,152:

- A. Approve a total of \$801,695 to be deposited into Reserve Accounts – \$598,367 for the I-110 and \$203,328 for the I-10;
- B. Approve a total of \$5,192,000 for continued Congestion Reduction Demonstration (CRD) Transit Service - \$3,402,000 for the I-110 and \$1,790,000 for the I-10;
- C. Approve the I-110 Expenditure Plan including recommended projects and funding awards totaling \$15,945,193 in Attachment A and amend the recommended projects into the Fiscal Year (FY) 2015-16 Los Angeles County Regional Transportation Improvement Program (Regional TIP);
- D. Approve the I-10 Expenditure Plan including recommended projects and funding awards totaling \$4,784,265 in Attachment B and amend the recommended projects into the Fiscal Year (FY) 2015-16 Regional TIP;
- E. Amend the FY 15 budget to add the necessary revenues and expenses for the projects recommended for funding as well as the reserve funds and funding for the continuing CRD Transit Service;
- F. Administer the grant awards and CRD Transit funding with the requirement that all funding recipients bear all responsibility for funding cost increases; and,
- G. Authorize the Chief Executive Officer (CEO) or his designee to enter into funding agreement with grantees and CRD Transit service providers.

ISSUE

In October 2013 the Board approved the Guidelines for Net Toll Revenue Allocation (Attachment C) and in February 2014 the Board approved the application package, including the evaluation criteria, for the grant program (Attachment D). Grant applications were received on May 30, 2014. Staff received 35 applications totaling \$123,405,007 in funding requests. Based on the technical evaluations, and in

consultation with the Corridor Advisory Committee (CAG) member Subcommittee, staff recommends funding for 22 projects totaling \$20,729,458. Staff also recommends the formal allocation of the “off the top” priorities of the Reserve Fund and Set-Aside for Equity Considerations of the CRD Transit Service in the amount of \$5,993,695.

DISCUSSION

State law requires the net toll revenues generated from the Metro ExpressLanes be re-invested in the corridor from which they were derived, pursuant to an approved expenditure plan. In October 2013 the Board approved the re-investment framework for the expenditure plan that includes the following:

- 1) Reinvestments in the transportation corridor provide a direct benefit to reducing congestion on the Metro ExpressLanes (I-10 and I-110);
- 2) 3-5% of the funds set aside and placed into a reserve account;
- 3) Set aside funds for the continuation of the CRD Transit Service to address social equity considerations; and,
- 4) Any remaining funds are allocated to the Grant Program comprised of three categories: Transit Improvements (TI), Active Transportation/System Connectivity (AT/SC), and Highway Improvements (HI).
- 5) Grant funds must be reinvested in projects/programs that provide direct mobility benefit to the 110 and 10 Express Lanes.

Per the approved guidelines, the baseline targets of 40% for Transit Improvements, 40% for Active Transportation/System Connectivity, and 20% for Highway Improvements are identified as goals, however the actual allocation of the funding will be based on the merits of the proposed projects and programs.

Funding Availability

The net funding available from toll revenues generated during the CRD federal demonstration period, which spans from November 2012 to February 2014, is as follows:

	CORRIDOR		
	I-110	I-10	TOTAL
Net Funds Available	\$19,945,561	\$6,777,592	\$26,723,152
Reserve Funds (3%)	\$598,367	\$203,328	\$801,695
CRD Transit Service	\$3,402,000	\$1,790,000	\$5,192,000
Subtotal	\$15,945,194	\$4,784,264	\$20,729,458
Transit System Improvements	\$6,378,077	\$1,913,706	\$8,291,783
Active Transportation/ System Connectivity	\$6,378,077	\$1,913,706	\$8,291,783
Highway System Improvements	\$3,189,039	\$956,853	\$4,145,892

Reserve Funds

Per the adopted Guidelines, reserve funds are set aside to ensure monies are available to cover unexpected costs required for the operation of the ExpressLanes so that these expenses do not require the use of general funds. Staff is recommending a 3% set aside which is \$598,367 for the I-110 and \$203,328 for the I-10.

CRD Transit Service

The adopted Guidelines also approved the continuation of funding for the incremental CRD Transit Service provided during the demonstration period. This funding is provided through a direct allocation to the transit providers to subsidize the incremental operating costs of the CRD service. These transit enhancements are a benefit for low income commuters along the ExpressLane corridors and have proven to be one of the major success stories for the project. Transit Agencies that receive this direct allocation include: Foothill Transit, Torrance Transit, Gardena Municipal Bus Lines, and Metro's Silver Line service.

For FY15 Torrance Transit will not require an allocation of toll revenues as they still have remaining CRD grant funds to expend. Foothill Transit also has remaining CRD funds so they will only require a partial allocation of toll revenues. Therefore, the net allocation to subsidize CRD Transit operations is \$5,192,000 in FY15 but will be greater in future years once all CRD funds have been expended.

Evaluation and Ranking of Net Toll Revenue Applications

In March 2014, staff distributed the application package to 152 eligible applicants including 88 cities, 61 transit agencies, the County of Los Angeles, Caltrans District 7 and Metro. Potential applicants were then invited to a workshop to review the application and evaluation process. The I-110 Workshop was held on March 25th at the Council District 8 Customer Service Center in South Los Angeles. The I-10 Workshop was held on March 27th at the Metro Service Council office in El Monte. At the request of the South Bay Cities Council of Governments (SBCCOG) another Workshop was held at the SBCCOG office in Torrance on April 3rd. Presentations on the Grant application package and process were provided in February 2014 to the Bus Operators Subcommittee (BOS) and in March 2014 to the Technical Advisory Committee (TAC), Streets and Freeways Subcommittee, General Managers and Local Transit Systems Subcommittee (LTSS).

Applications were received on May 30, 2014 and were reviewed for eligibility. All projects were deemed eligible based on the eligibility criteria approved by the Board in February 2014. Once it was determined that all projects submitted met the minimum requirements, they were then sorted by corridor and reviewed and scored by a technical team comprised of staff from Metro and Caltrans District 7. Projects were then ranked based on scores without consideration for location along the corridor or modal category.

Upon completion of the technical review, project applicants were invited to a meeting of the respective I-110 and I-10 Corridor Advisory Groups (CAG) Reinvestment

Subcommittees. The Subcommittees were formed from members of each CAG who volunteered to be on the review panel and represent the following agencies: Los Angeles World Airports (LAWA), SBCCOG, Safe Routes to School National Partnership, City of Carson, Community Health Councils, Los Angeles County Bicycle Coalition (LACBC), City of Los Angeles Housing Department, Los Angeles Neighborhood Initiative (LANI), San Gabriel Valley Economic Partnership, Fixing Angelenos Stuck in Traffic (FAST), Bike San Gabriel Valley, Cal State Los Angeles, Foothill Transit. The Subcommittee members were provided access to all project applications and staff provided them with the project rankings after the technical review. After hearing all of the presentations from the applicants, CAG members then indicated their own project rankings based on the following: Priority = Project is a priority for funding; Potential = Project has potential and could be funded, if funds are available; and, Not Recommended = Project is not recommended for funding. These rankings were then translated into scores: Priority = 85 points; Potential = 70 points; and, Not Recommended = 55 points.

Final overall scores were then averaged based on the technical review and CAG feedback and projects were then sorted into modal categories. An overall score of a 70 was considered the cutoff line for funding consideration. Any projects receiving an overall score of less than 70 were not recommended for funding. Funding recommendations were based on the score within the modal category and the amount of available funding with a consideration for geographic equity.

Staff received 35 applications totaling \$123,405,007 in funding requests. Based on the technical evaluations, and in consultation with the Corridor Advisory Committee (CAG) Subcommittee members, staff recommends funding for 22 projects totaling \$20,729,458. Project funding recommendations are reflected in Attachments A for the I-110 and B for the I-10.

DETERMINATION OF SAFETY IMPACT

The Board action will not have an impact on established safety standards and in many cases will improve safety in those locations where projects will be implemented.

FINANCIAL IMPACT

All recommended actions will be funded with toll revenues generated from the I-10 and I-110 ExpressLanes. No other funds will be required from LACMTA Congestion Reduction Department to manage and administer the grant program. No expenses for any of the projects recommended for funding, the CRD Transit Service or the Reserve Funds are included in the FY 15 budget. Funding for the grant awards, CRD Transit Service and Reserve Funds will need to be amended into the FY15 budget into cost center 2220 with \$ 19,945,561 to project 307001 and \$6,777,592 to project 307002. Since many of these projects are multi-year projects, the cost center manager will be responsible for budgeting project expenditures in future years.

IMPACT TO BUS AND RAIL OPERATING AND CAPITAL BUDGET

The funding of this action come from Toll Revenues generated from the Metro ExpressLanes operation. No other funds were considered for this activity because these funds are specifically required to be reinvested per State Law. This activity will not impact ongoing bus and rail operating costs.

ALTERNATIVES CONSIDERED

The Board may suggest alternative projects for funding through the 2014 Net Toll Revenue Reinvestment Grant Program. Projects added to the recommended list will result in other projects either moving off the funded list or projects receiving reduced levels of funding.

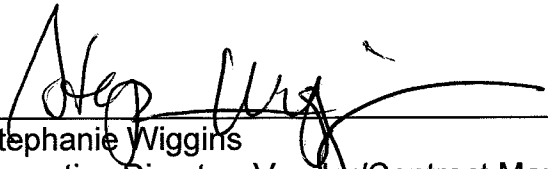
NEXT STEPS

With Board approval of the recommendations, we will develop and execute funding agreements with the applicants of the projects approved for funding through the grant as well as the transit agencies that will continue to provide the CRD incremental service. We will also amend the FY15 budget and program the funds into the Regional TIP.

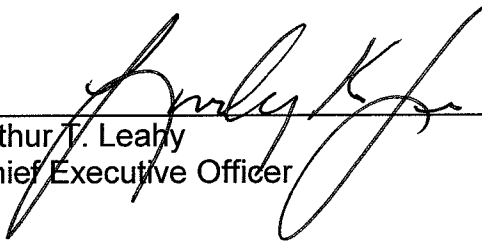
ATTACHMENTS

- A. I-110 Expenditure Plan
- B. I-10 Expenditure Plan
- C. Guidelines for Net Toll Revenue Allocation
- D. Net Toll Revenues Grant Application & Eligibility Guidelines

Prepared by: Kathleen McCune, Director, 213-922-7241
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Stephanie Wiggins
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Arthur V. Leahy
Chief Executive Officer

Expresslanes Net Toll Revenue Reinvestment Grant Expenditure Plan (I-110)

ATTACHMENT A REVISED

Project Information			Scoring Information			Funding		Project Type	
Rank	Project Name	Lead Agency	Category	Technical Score	CAG Score	Overall Score	Requested Amount	Recommendation **	
1	AT/SAC Infrastructure Communication Systems Enhancement along I-110 Freeway	City of Los Angeles	HI	72	68	70	\$1,425,000	\$1,425,000	Capital
2	South Bay Arterial Performance Measurement Project	County of Los Angeles	HI	66	74	70	\$504,000	\$504,000	Capital
3	Expresslanes Corridors Incident Management Improvements Project	Caltrans	HI	75	64	70	\$240,000	\$240,000	Operating
4	I-110 HOT/Express Lanes Improvements *	Caltrans	HI	73	66	70	\$4,495,000	\$1,020,039	Capital
5	Expresslanes Corridors Communication Systems Improvement Project	Caltrans	HI	65	64	65	\$1,250,000	Not recommended	Operating
6	New Traffic Signals and Left-Turn Phasing in South Los Angeles	City of Los Angeles	HI	67	63	65	\$1,500,000	Not recommended	Capital
7	Deploying a CCTV Video Processing System (VPS) to Convert Video Streams into Vehicle Counts and Vehicle Classification Counts	Caltrans	HI	67	61	64	\$75,000	Not recommended	Capital/Operating
8	I-110 HOT/Express Lanes Directional Hy-Over Connector Off-Ramp	Caltrans	HI	55	63	59	\$68,000,000	Not recommended	Capital
Subtotal							\$77,489,000	\$3,189,039	
1	MV, Figueroa Project (Marketing and Safety)	City of Los Angeles	AT/SC	95	74	84	\$150,000	\$150,000	Operating
2	Bikeshare-Downtown Los Angeles Project	LACMTA	AT/SC	78	76	77	\$3,792,892	\$3,792,892	Capital
3	Dominguez Channel Bike & Pedestrian Path	City of Carson	AT/SC	75	74	75	\$1,259,000	\$1,259,000	Capital
4	Active Streets LA Buclong Avenue *	City of Los Angeles	AT/SC	77	70	74	\$1,988,054	\$1,176,185	Capital/Operating
5	West Carson Silver Line Station Access Improvements	County of Los Angeles	AT/SC	73	63	68	\$762,000	Not recommended	Capital
6	Torrance Regional Park and Ride Transit Center Phase 2 (Multi-Level Parking Structure)	Torrance Transit	AT/SC	73	63	68	\$10,000,000	Not recommended	Capital
7	New Class II Bicycle Lanes on 135th Street and Vermont Avenue	City of Gardena	AT/SC	64	64	64	\$569,422	Not recommended	Capital
Subtotal							\$18,491,368	\$6,378,077	
1	Line 1X-Expand Transit Bus Service on I-110 Freeway	City of Gardena	TI	87	79	83	\$842,482	\$842,482	Operating
2	Commuter Express Service Expansion to Alleviate Congestion on Harbor Freeway	City of Los Angeles	TI	80	79	80	\$724,000	\$724,000	Capital/Operating
3	Dodger Stadium Express-Harbor Gateway (DSE-HG)	LACMTA	TI	79	76	77	\$1,292,604	\$1,292,604	Operating
4	Torrance Transit Expansion of Line #1 and Line #4 HOT Lane Service *	Torrance Transit	TI	78	74	76	\$7,750,656	\$2,235,991	Capital/Operating
5	Metrolink Enhanced Ticket Distribution Project (I-110 Only)	SCRRA	TI	85	64	75	\$875,000	\$875,000	Operating
6	Express-Lane CNG-Fielded MV-1 Program	Access Services	TI	76	64	70	\$408,000	\$408,000	Capital
7	Line 5-Increase Bus Service Frequency from 30 Minutes to 20 Minutes on Weekdays	City of Gardena	TI	72	64	68	\$1,053,102	Not recommended	Operating
Subtotal							\$12,945,844	\$6,378,077	
TOTAL FUNDING							\$108,926,212	\$15,945,193	

LEGEND: HI = Highway Improvements; AT/SC = Active Transportation/System Connectivity; TI = Transit Improvements

* Contingent upon applicant confirming that project is still viable with partial funding

** Projects recommended for funding will be required to execute a Funding Agreement within sixty (60) days of receiving formal transmittal of the Funding Agreement boilerplate.

Expresslanes Net Toll Revenue Reinvestment Grant Expenditure Plan (I-10)

ATTACHMENT B REVISED

Rank	Project Name	Lead Agency	Category	Scoring Information			Funding		Project Type	
				Technical Score	CAG Score	Overall Score	Requested Amount	Recommendation **		
1	Expresslanes Corridors Incident Management Improvements Project	Caltrans	HI	70	70	70	\$240,000	\$240,000	Operating	
2	ATSAC Infrastructure Communication Systems Enhancement along I-10 Freeway	City of Los Angeles	HI	68	67	68	\$950,000	Not recommended	Capital	
3	Expresslanes Corridors Communication Systems Improvement Project	Caltrans	HI	67	64	66	\$1,250,000	Not recommended	Operating	
4	Deploying a CCTV Video Processing System (VPS) to Convert Video Streams into Vehicle Counts and Vehicle Classification Counts	Caltrans	HI	67	64	65	\$75,000	Not recommended	Capital/Operating	
5	San Gabriel Valley Arterial Performance Measurement Project	County of Los Angeles	HI	61	64	63	\$690,000	Not recommended	Capital	
6	I-10 HOT/Express Lanes Improvements	Caltrans	HI	63	61	62	\$2,650,000	Not recommended	Capital	
							Subtotal	\$5,855,000	\$240,000	
1	Union Station Metro Bike Hub	LACMTA	AT/SC	89	79	84	\$700,000	\$700,000	Capital/Operating	
2	Monterey Park Bike Corridor Project	City of Monterey Park	AT/SC	79	85	82	\$331,800	\$331,800	Capital	
3	Frazier Street Pedestrian and Bicycle Safety Improvements	City of Baldwin Park	AT/SC	82	79	81	\$895,288	\$895,288	Capital	
4	Santa Anita Avenue Active Transportation for El Monte Station and Downtown El Monte *	City of El Monte	AT/SC	81	76	79	\$1,028,572	\$633,782	Capital	
5	I-10 Active Commute, Healthy Communities Project	City of El Monte	AT/SC	76	79	78	\$440,000	Pending available funding***	Operating	
6	Cesar Chavez Great Street	City of Los Angeles	AT/SC	73	82	77	\$1,000,000	Pending available funding***	Capital	
7	Roanwood Park and Ride Lot Enhancements	City of Rosemead	AT/SC	76	76	76	\$531,789	Pending available funding***	Capital/Operating	
8	Harmona Boulevard Pedestrian Connection	City of Irwindale	AT/SC	59	58	59	\$200,000	Not recommended	Capital	
							Subtotal	\$5,127,399	\$2,560,870.00	
1	Metrolink Enhanced Ticket Distribution Project (I-10 ONLY)	SCRRA	TI	85	79	82	\$875,000	\$875,000	Operating	
2	Baldwin Park Commuter Connector Express Line	City of Baldwin Park	TI	83	79	81	\$700,395	\$700,395	Capital/Operating	
3	Express-Lane CNG-Fueled MV-1 Program	Access Services	TI	80	82	81	\$408,000	\$408,000	Capital	
4	Fair Park Direct Express Bus Lane	City of El Monte	TI	64	73	69	\$1,513,000	Not recommended	Capital/Operating	
							Subtotal	\$3,496,395	\$1,983,395	
TOTAL							\$14,478,794	\$4,784,265		

LEGEND: HI = Highway Improvements; AT/SC = Active Transportation/System Connectivity; TI = Transit Improvements
 * Contingent upon applicant confirming that project is still viable with partial funding
 ** Projects recommended for funding will be required to execute a Funding Agreement within sixty (60) days of receiving formal transmittal of the Funding Agreement holleplate.
 *** Funding could be made available for these projects if other projects receiving partial funding are not able to be delivered, there are cost savings from other projects or funding denials.

ATTACHMENT C

Congestion Reduction Demonstration Program Adopted Net Toll Revenue Reinvestment Guidelines for the Pilot Period

The generation of net toll revenues from the Congestion Reduction Demonstration project offers a unique opportunity to advance the Long Range Transit Plan (LRTP) and Los Angeles County Metropolitan Transportation Authority's (LACMTA) goals for a more sustainable countywide transportation system.

The objective of the Program is to increase mobility and person throughput through a series of integrated strategies (transit operations, transportation demand management, transportation systems management, active transportation, and capital investments) in the I-10 and I-110 corridors. These combined strategies have been consistently shown to result in more reliable and stable outcomes and greater magnitude of positive change than a single strategy scenario. An expenditure plan that retains this focus on integrated strategies and multi-modalism would advance Metro's LRTP and sustainability goals as outlined in Metro's Countywide Sustainability Planning and Implementation Policy (CSPIP).

The guideline principles are summarized as follows:

1. Reinvestments in the transportation corridor provide a direct benefit to reducing congestion on the Metro ExpressLanes (I-10 and I-110);
2. Establish a reserve fund of 3-5%, consistent with the Board Approved Toll Policy to ensure financial sustainability of the Metro ExpressLanes;
3. Direct allocation of revenue to support the incremental transit service implemented to support the deployment of the Metro ExpressLanes. The incremental services include Metro Silver Line, Foothill Silver Streak, Foothill Route 699, Gardena Line 1, and Torrance Transit Line 4;
4. Net of set-asides identified in #2 & #3 above, establish allocation targets of 40% for Transit Uses, 40% for Active Transportation, and 20% for Highway Improvements to support sustainable transportation strategies; and
5. Leverage net toll revenues with other funding sources. Locally sponsored capital projects and operating programs are encouraged. The funding will be mutually determined by Metro and the lead agency, proportionate to the local and regional benefits of the project or program.

Note: Guidelines would be amended by the Board to address changed circumstances such as the ability to bond against the toll revenues or any subsequent policy changes adopted by the Board.

Sustainability

The LRTP and the CSPIP identify principles and priorities to be advanced through a broad range of activities across all modes. The principles/priorities include:

- **Connect People and Places**
 - Access – Better integrating land-use and transportation planning to reduce trip lengths and increase travel choices
 - Prosperity – Reduce transportation costs for residents and provide the mobility necessary to increase economic competitiveness
 - Green Modes – Promote clean mobility options to reduce criteria pollutants, greenhouse gas emissions, and dependence on foreign oil
- **Create Community Value**
 - Community Development – Design and build transportation facilities that promote infill development, build community identity, and support social and economic activity
 - Urban Greening – Enhance and restore natural systems to mitigate the impacts of transportation projects on communities and wildlife, and ecosystems
- **Conserve Resources**
 - Context Sensitivity – Build upon the unique strengths of Los Angeles County's communities through strategies that match local and regional context and support investment in existing communities
 - System Productivity – Increase the efficiency and ensure the long-term viability of the multimodal transportation system
 - Environmental Stewardship – Plan and support transportation improvements that minimize material and resource use through conservation, re-use, re-cycling, and re-purposing

Eligible Uses

The LRTP and CSPIP identify a number of key concepts which will help outline eligible uses to reduce congestion on the I-10 and I-110 corridors:

- **Green Modes**

Green modes include active transportation, rideshare, and transit. Given that all three of these modes operate along the I-10 and I-110 corridors, this key concept would make expanded use of the above modes consistent with the Plan. Such projects include the addition of bicycle and pedestrian facilities, expanded park-n-ride facilities, expanded service span and/or increased levels of service.
- **Bundling Strategies for Greatest Impact**

The Metro ExpressLanes, as designed, seeks to increase mobility and person throughput through a series of integrated strategies (transportation demand management, transportation systems management, and multimodal capital

investments) in specific corridors. This “bundling of strategies” as referred to in the CSPIP has been consistently shown to result in more reliable outcomes and greater magnitude of positive change than a single strategy scenario. An expenditure plan that retains this focus on integrated strategies and multi-modalism would exemplify guidance from the CSPIP. Projects that demonstrate the ability to further link or expand the use of existing facilities such as complete streets improvements and first mile/last mile improvements are recommended.

- Network Optimization

One of the primary objectives of the ExpressLanes project is to better utilize existing capacity within a corridor by using dynamic pricing. This approach of network optimization through the use of data represents the future of transportation policy and planning. To that end, the Policy also identified the concept of network optimization as a key component of sustainability. Projects falling under this concept include complete streets, signal prioritization, real-time ride share matching, and other smart technology improvements.

- Act Regionally and Locally

The I-10 and I-110 are two of the busiest corridors in Los Angeles County. Given the regional significance of these corridors, improvements to these facilities as well as additional services utilizing these corridors should emphasize the varying needs of the corridors as well as needs of adjacent communities. Projects which can improve the connection of the local communities to the regional network will be essential to improving the quality of life in those neighborhoods as well as maximizing the potential of the corridors. Projects falling under this concept include first mile/last mile improvements, expanded park-n-ride facilities, expanded service span and/or increased levels of service, and urban greening initiatives which reduce pollution and improve the quality of life for residents.

Based on the key concepts, three project categories are recommended for the allocation of net toll revenues (excluding set-asides):

1. Transit Uses (40% of funds)

- Increased levels of service and/or increased service span
- Fare subsidy programs
- Purchase of new bus and commuter rail vehicles
- Station enhancements and capacity improvements, including intelligent transportation system improvements
- Metro transit corridor projects serving ExpressLane corridors

2. System Connectivity/Active Transportation (40% of Funds)

- First mile/last mile connections to transit facilities, focusing on multimodal elements recommended as part of the First/Last Mile Strategic Plan

including investments that might support 3rd party mobility solutions (car-share, bike-share)

- Complete streets projects which emphasize multi-modalism
- Bicycle infrastructure including bicycle lanes and secured bicycle parking facilities
- Pedestrian enhancements including on/off-ramp safety improvements, street crossings, and ADA-compliance improvements
- Infrastructure and programs to support the use of electric vehicles.
- Bus station improvements including enhanced bus shelters, real-time arrival information, and other related improvements
- El Monte Bus Maintenance facility
- Rideshare/Vanpool programs
- Park-n-Ride facility improvements including restrooms, lighting, and security.
- Landscaping suited to the Southern California ecology. For example, vegetation that does not contribute to smog and requires little or no irrigation. Additionally, landscaping with a high carbon sequestration factor and/ or provides habitat to environmentally sensitive species is favorable.

3. Highway Improvements (20% of funds)

- Intelligent transportation system improvements to manage demand
- Deck rehabilitation and maintenance above the required Caltrans maintenance for the facility
- On/off ramp improvements which reduce the incidents of bicycle and pedestrian collisions with vehicles
- Expanded freeway service patrol
- Graffiti removal and landscaping suited to the Southern California ecology. For example, vegetation that does not contribute to smog and requires little or no irrigation. Additionally, landscaping with a high carbon sequestration factor and/ or provides habitat to environmentally sensitive species is favorable
- Subject to Metro Board approval, extension of the ExpressLane corridors

NOTE: Baseline targets of 40% for Transit Uses, 40% for System Connectivity/Active Transportation, and 20% for Highway Improvements are identified as goals, however the actual allocation of the funding will be based on the merits of the proposed projects and programs.

Project Evaluation Criteria

Implementation of Regional and Local Sustainability Plans and Policies

- The extent to which the project, program, or enhanced transit service supports the recommendations and goals for each transportation mode as stated in the LACMTA's adopted Long Range Transportation Plan and SCAG's Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)

- Extent to which the project, program, or enhanced transit service conforms to local plans to support the implementation of sustainable projects, including transit-oriented development and bicycle and pedestrian master plans

Matching Funds/Leveraging Funds

- Extent to which project, program, or enhanced transit service uses ExpressLanes funds to leverage additional local, state, and/or federal funds

Innovative Transportation Technology

- Extent to which the project, program, or enhanced transit service facilitates the adoption of zero and near-zero emission vehicles
- The degree to which the project, program, or enhanced transit service supports improved transportation systems management strategies

Sustainable Transportation

- Extent to which the project, program, or enhanced transit service increases mobility options to support car-free and/or one-car living
- Extent to which project, program, or enhanced transit service enhances transit coverage, frequency, and reliability within the corridor
- The project, program, or enhanced transit service's connectivity with and ability to complement nearby transit projects
- The degree to which the project, program, or enhanced transit service provides access to regional trip generators, regional activity centers, fixed guideway, and Metrolink, and improves access between jurisdictional or community plan area boundaries
- Extent to which project, program, or enhanced transit service gives priority to transit and active transportation modes
- Extent to which the project, program, or enhanced transit service increases the mode share of transit services operating within the corridor
- The degree to which the project, program, or enhanced transit service provides additional resources for transportation demand management strategies to reduce solo driving
- The degree to which the project, program, or enhanced transit service promote the Metro ExpressLanes.

Cost Effectiveness

- The project, program, or enhanced transit service's cost effectiveness in relationship to the total project cost
- The applicant's demonstrated commitment to covering life-cycle operational and maintenance expenses

Recommended Standard Project Requirements

- Project, program, or enhanced transit service must operate along or within three miles of either the I-110 Corridor (defined as Adams Boulevard to the north and the Harbor Gateway Transit Center to the south) or the I-10 Corridor (between

the Alameda Street on the West and the El Monte Transit Center to the east) or provide regionally significant improvements for the 110 or 10 Corridor.

- Project, program, or enhanced transit service must provide direct operational benefits to the operation of the ExpressLanes and/or transit service within the corridors.
- Project, program, or enhanced transit must incorporate, to the extent possible, utilize green design techniques that minimize the environmental impact of transportation projects and/or support local urban greening initiatives.
- Eligible applicants include public agencies that provide transportation facilities or services within Los Angeles County. These include cities, transit operators, the County of Los Angeles, Caltrans, and Metro. Transportation-related public joint powers authorities must be sponsored by one of the above public agencies. All applicants must be in compliance with Maintenance of Effort requirements.
- If applicant is seeking funding for transit operations or highway maintenance, the service/maintenance must either be new service/maintenance meeting a previously unmet need in the corridor or must increase service for existing lines in the corridor.
- Applicants must maintain their existing commitment of local, discretionary funds for street and highway maintenance, rehabilitation, reconstruction, and storm damage repair in order to remain eligible for Net Toll Revenue funds to be expended for streets and roads.
- Monies cannot be used to supplant, replace, or reduce the project sponsor's previously required match in Metro's Call for Projects.
- Applicants shall ensure that all Communication Materials contain the recognition of Metro's contribution to the project, program, or service. Sponsor shall ensure that at a minimum, all Communication Materials include the phrase "This project/program/service was partially funded by Metro ExpressLanes."

**FISCAL YEAR 2014-15
 CONGESTION REDUCTION
 EXPRESSLANES NET TOLL RE-INVESTMENT GRANT
 PROJECT APPLICATION**

**PART 1
 Project Information**

SECTION A: Lead Agency			
Lead Agency		Date	
Address			
Contact Person		Phone	
Title			
Email Address			
If joint project, include partner agency information below			
Agency			
Contact Person			
Title			
Email Address			
Phone			

SECTION B: Project Category – check one (for more information see Project Eligibility Guidelines)	
	Transit Improvements
	System Connectivity/Active Transportation
	Highway Improvements

SECTION C: Proposed Project, Program or Enhanced Transit Service

Project Name	
Project Location/Project Limits	
Agency Priority Ranking (if submitting more than 1 project)	
Project Description:	

SECTION D: Project Eligibility

Project/Program operates along or within the 3 mile boundary of the corridor?	YES	NO
If NO, Project/Program is regionally significant and benefits the ExpressLanes corridors? (Regional Significance is defined as those projects that are multi-jurisdictional, and/or are included in, or consistent with, the Metro LRTP, Metro Countywide Sustainability Policy and Implementation Plan, or other relevant sub-regional plan)	YES	NO
Explain how your project is regionally significant:		

SECTION E: Project Milestone Schedule (For capital projects use CAPITAL PROJECTS schedule; for non-capital projects use NON-CAPITAL PROJECTS schedule)

CAPITAL PROJECTS			
Phase	Start (Month/Year)	End (Month/Year)	Comments
Feasibility Study			
Environmental Doc			
Design Plans, Specifications and Estimates (PS&E)			
Right of Way (ROW)			
Construction			

NON-CAPITAL PROJECTS			
Deliverables	Start (Month/Year)	End (Month/Year)	Comments

Please note that if this project is funded, this schedule will be added to the grant agreement and the grantee will be held to this schedule for the purposes of project oversight by Metro.

SECTION F: Project Funding				
Deliverable/Phase	Requested Funds (\$000's)	Local Agency Funds (Match) (\$000's)	Local Agency In- Kind Funds (Match) (\$000's)	Total (\$000's)

SECTION G: Community Support

The council or governing board of the applicant must authorize this grant application. Please attach a copy of the resolution or meeting minutes documenting that action. Or, if the project is part of an approved Plan, please list all local, system, regional and state plans in which this project is included and attach a copy of the section in each plan that includes the project.

PART 2
Project Evaluation Criteria

SECTION 1: Sustainable Transportation (up to 20 points)

All projects will be scored based upon the extent the project, program or enhanced transit service supports the following goals within the I-10 or I-110 ExpressLanes corridors: Increases mobility options to support car-free and/or one-car living; enhances transit coverage, frequency, and reliability within the corridor; connects with and complements nearby transit projects; provides access to regional trip generators, regional activity centers, fixed guideway, and Metrolink services; improves access between jurisdictional or community plan area boundaries; gives priority to transit and active transportation modes; increases the mode share of transit services operating within the corridor; provides additional resources for transportation demand management strategies to reduce solo driving; and, promotes the Metro ExpressLanes.

Describe how your project, program or enhanced transit service meets one or more of the above goals. In your description please include one or more of the performance metrics included in Appendix A of this document. (attach additional pages if needed)

SECTION 2: Innovative Transportation Technology and System Management (up to 10 points)

One of the primary objectives of the ExpressLanes project is to better utilize existing capacity within the I-10 and I-110 corridors by employing an innovative operational approach called “dynamic pricing”. This approach of transportation network optimization through the use of technology and operational efficiency strategies represents the future of transportation policy and planning.

To that end, the concept of network optimization is identified as a key component of sustainability. Projects will be scored based upon their ability to employ innovative technologies or system management tools to reduce emissions and/or optimize the capacity of the existing transportation system.

Describe the extent to which the project, program or enhanced transit service facilitates the adoption of innovative technology such as zero and near-zero emission vehicles, and/or utilizes innovative transportation system management or operational strategies. In your description please include one or more of the performance metrics included in Appendix A of this document. (attach additional pages if needed)

SECTION 4: Local Match (up to 10 points)

Total Estimated Project Cost

\$ _____

Project Cost Estimates – (Please attach an itemized cost estimate for all expenses based on an engineer’s estimate or best information available if not a capital project. Be as accurate as possible to avoid future cost overruns.)

Projects will be scored as follows:

- 10 points = 46% or more
- 9 points = 41 – 45%
- 8 points = 36 - 40%
- 7 points = 31 - 35%
- 6 Points = 26 - 30%
- 5 points = 21 - 25%
- 4 points = 16 – 20%
- 3 points = 11-15%
- 2 points = 6-10%
- 1 point = 1-5%

Total Project Cost	\$ _____
Funding Request	\$ _____
Local Match Amount - Cash	\$ _____
Local Match Amount – In-Kind	\$ _____
Local Match Percentage	_____ %

SECTION 5: Cost Effectiveness (up to 10 points)

Cost effectiveness will be based on the grant amount requested, the total project cost and the estimated useful life of the project (calculated in years). Estimated Useful Life of the Project is defined in the eligibility requirements.

The cost effectiveness total will be calculated as follows:

Total Cost of Project		Estimated Useful Life of the Project (number of years the improvements are expected to last before they have to be replaced)
_____	X	
Grant Amount Requested		

Example:

Total Cost of Project - \$1,000,000
Grant Amount Requested - \$800,000 = 1.25

1.25 x 10 (est. useful life of project in years) = 12.5 (cost effectiveness score)

Points will be awarded based on the following cost effectiveness scores:

- 17 + = 10 points
- 13 – 16 = 8 points
- 9 – 12 = 6 points
- 5 – 8 = 4 points
- 1 – 4 = 2 points

SECTION 7: Project/Program Readiness (up to 15 points)

Based on the Project Milestone Schedule submitted in PART 1, Section E. For Capital Projects, points will be provided based on how much work has been done. Below is a general guide on how points may be applied:

15 points = Ready for construction (PA&ED, PS&E, R/W Certified)

12 points = PA&ED complete, project within 6 months of construction (e.g. 95% PS&E, R/W Cert within 6 months of construction)

9 points = PA&ED Complete, project within 12 months of construction (e.g. 50% PS&E, R/W Cert within 12 months)

6 points = PA&ED Complete, at 35% PS&E, and R/W initiated

3 points = PA&ED Complete

In a similar fashion, for Non-Capital projects, points will be applied based on how much work has been done and how quickly the project can be implemented.

Application Signature Page

If this application is selected for funding, the information contained in this application will become the foundation for the funding agreement with Metro.

I certify that I have reviewed the Eligibility Guidelines and that the information submitted in this application is true and correct and in accordance with the guidelines. If awarded a grant from Metro, I agree that I will adhere to the requirements and guidelines specified in this grant application.

Name: <i>(print name)</i>	Title:
Signature: _____ <i>(signature of authorized signatory for applicant)</i>	Date:

Required Documentation:

- Application Parts 1 & 2
- Application Signature Page
- Project Location and Map - project location and project limits, preferably 8.5" x 11"
- Statement of Work – provide a detailed Statement of Work (in MS Word format)
- Detailed Cost Estimate (in MS Excel format)
- Documentation of Community Support

Submit two (2) copies of each application (Parts 1&2) along with the required documentation and one (1) CD-R or DVD to MTA by mail to the following address:

LACMTA

One Gateway Plaza MS 99-25-1

Los Angeles, CA 90012

ATTN: KATHY MCCUNE

Or

Submit two (2) copies of each application (Parts 1 & 2) along with the required documentation and one (1) CD-R or DVD to MTA in person at the following address:

LACMTA

One Gateway Plaza, 25th Floor

Los Angeles, CA 90012

ATTN: KATHY MCCUNE

Failure to include any of the required documents will result in a reduced score and potential ineligibility

APPENDIX A

Performance Metrics

Transit Improvements

- Increase in headways and/or service span
- Increase in number of trips
- Increase in farebox recovery ratio
- Increase in projected ridership
- Estimated improvement in on-time performance
- Vehicle speed improvement
- Boarding/Alighting time savings from station improvements
- Emission improvements or other efficiencies from new vehicles
- Increase in number of disadvantaged populations served based on Metro's Title VI and Environmental Justice Policy
- Percent of daily/peak period trips starting or ending within ½ mile radius of a transit station/stop
- Percent of population and employment within ½ mile radius of a transit station/stop
- Households within five miles of park-and-ride lots or major transit centers

Active Transportation/System Connectivity

- Increase in walk/bike trips to corridor stations
- Increase in corridor transit ridership
- Estimated reduction in collisions from improvements
- Percent of daily/peak period trips starting or ending within ½ mile radius of a transit station/stop
- Percent of population and employment within ½ mile of a transit station/stop
- Households within five miles of park-and-ride lots or major transit centers
- Bicycle mode share (bicycle trips divided by total trips)
- Pedestrian mode share (pedestrian trips divided by total trips)
- Increase in rideshare/vanpool participation within corridor

Highway Improvements

- Estimated LOS improvements
- Corridor speed improvement
- Volume-to-capacity
- Reduction in collisions
- Travel time savings
- Travel time reliability improvements
- Reduction in Vehicle Miles Traveled (VMT)

**Fiscal Year 2014-15
Congestion Reduction
ExpressLanes Net Toll Revenue Re-Investment Grant
Project Eligibility Guidelines**

I. Overview

The generation of net toll revenues from the Congestion Reduction Demonstration project offers a unique opportunity to advance the Long Range Transit Plan (LRTP) and Los Angeles County Metropolitan Transportation Authority's (LACMTA) goals for a more sustainable countywide transportation system.

The objective of the Program is to increase mobility and person throughput through a series of integrated strategies (transit operations, transportation demand management, transportation systems management, active transportation, and capital investments) in the I-10 and I-110 corridors. These combined strategies have been consistently shown to result in more reliable and stable outcomes and greater magnitude of positive change than a single strategy scenario. An expenditure plan that retains this focus on integrated strategies and multi-modalism would advance Metro's LRTP and sustainability goals as outlined in Metro's Countywide Sustainability Planning Policy (CSPP).

Projects and programs are recommended for three categories to promote the LRTP and sustainable transportation strategies as an integral enhancement to the Metro ExpressLanes. A category for Transit Use is recommended because operation of high frequency transit and feeder service as well as transit capital improvements have proven to be effective in creating mode shift and reducing congestion on the Metro ExpressLanes. A category for System Connectivity/Active Transportation is recommended to build upon the \$1 million pedestrian and bicycle investments funded by the CRD grant and to improve system connectivity between transit and the state highway. The category also demonstrates Metro's commitment to advance sustainable community strategies since Metro currently does not have a discretionary fund source eligible to fund operations activity for Active Transportation. A category for highway improvements is recommended to build upon the \$10 million highway improvements funded by the CRD grant.

II. Eligible Applicants

Eligible applicants include public agencies that provide transportation facilities or services within Los Angeles County. These include cities, transit operators, the County of Los Angeles, the State of California Department of Transportation, and the Los Angeles County Metropolitan Transportation Authority. Transportation-related public joint powers authorities must be sponsored by one of the above public agencies.

III. Eligible Projects

To be eligible for funds, the project, program, or enhanced transit service must operate along or within three miles of either the I-110 Corridor (defined as Adams Boulevard to the north and the Harbor Gateway Transit Center to the south) or the I-10 Corridor (between Alameda Street to the west and the El Monte Transit Center to the east) or provide regionally significant improvements for the 110 or 10 Corridor. It must also provide direct operational benefits to the operation of the ExpressLanes and/or transit service within the corridors. A project will also be eligible if it can be determined that is regionally significant. Regional significance is defined as those projects that are multi-jurisdictional, and/or are included in, or consistent with, the Metro LRTP, the Metro Countywide Sustainability Policy and Implementation Plan, or other relevant sub-regional plan.

IV. Project Selection Process

Locally sponsored capital projects and operating programs are encouraged. The funding will be mutually determined by Metro and the lead agency, proportionate to the local and regional benefits of the project or program.

Projects will be evaluated based on the following criteria:

a) Sustainable Transportation (maximum 20 points)

All projects will be scored based upon the extent the project, program or enhanced transit service supports the following goals within the I-10 or I-110 ExpressLanes corridors: Increases mobility options to support car-free and/or one-car living; enhances transit coverage, frequency, and reliability within the corridor; connects with and complements nearby transit projects; provides access to regional trip generators, regional activity centers, fixed-guideway, and Metrolink services; improves access between jurisdictional or community plan area boundaries; gives priority to transit and active transportation modes; increases the mode share of transit services operating within the corridor; provides additional resources for transportation demand management strategies to reduce solo driving; and, promotes the Metro ExpressLanes. One or more of the Performance Metrics from Appendix A will also need to be included in your discussion about the benefits of the project/program.

b) Innovative Transportation Technology and System Management (maximum 10 points)

One of the primary objectives of the ExpressLanes project is to better utilize existing capacity within the I-10 and I-110 corridors by employing an innovative operational approach called “dynamic pricing”. This approach of transportation network optimization through the use of technology and operational efficiency strategies represents the future of transportation policy and planning.

To that end, the concept of network optimization is identified as a key component of sustainability. Projects will be scored based upon their ability to employ innovative technologies or system management tools to reduce emissions and/or optimize the capacity of the existing transportation system. One or more of the Performance Metrics from Appendix A will also need to be included in your discussion about the benefits of the project/program.

c) Implementation of Regional and Local Sustainability Plans and Policies (maximum 20 points)

Metro's Countywide Sustainability Policy and Implementation Plan (CSPIP) along with SCAG's Sustainable Communities Strategy (SCS) identify principles and priorities to be advanced through a broad range of activities across all modes. Applicants will be scored based upon the extent the project, program, or enhanced transit service supports the sustainability policies and programs identified in the CSPIP or SCS. Examples of strategies include: promoting the use of green modes; better management of travel demand such as carpooling, vanpooling or telecommuting; transit oriented development; and, programmatic initiatives such as education and outreach to encourage alternatives to driving alone; bike/pedestrian safety programs.

d) Local Match (maximum 10 points)

Projects will be scored based on the amount of Local Match provided. The Local Match can be cash or in-kind staff time or services. **Cash is defined as those funds under the control of the project applicant (e.g. Prop A and/or C and Measure R Local Return funds, Measure R Subregional Highway Operational Improvement funds, Gas Tax funds, local general funds, TDA funds, State Funds, etc.) Funds awarded through Metro's Call for Projects and the corresponding Local Match provided for a project in the Call for Projects do not qualify as Local Match.**

There is no requirement to provide a local match but projects will score higher in this category if a match is provided.

Projects will be scored as follows:

10 points = 46% or more

9 points = 41 – 45%

8 points = 36 - 40%

7 points = 31 - 35%

6 Points = 26 - 30%

5 points = 21 - 25%

4 points = 16 – 20%

3 points = 11-15%

2 points = 6-10%

1 point = 1-5%

e) Cost Effectiveness (maximum 10 points)

Cost effectiveness will be scored by using the total cost of the project, the funding amount requested and the Estimated Useful Life of the Project.

The Estimated Useful Life of the Project is defined as the number of years the capital improvement, bus purchase, transit service, program or study will last before it has to be replaced or changed.

The applicant will calculate the cost effectiveness score as follows:

$$\begin{array}{r} \text{Total Cost of Project} \quad - \quad \underline{\$1,000,000} \\ \text{Funding Amount Requested} \quad - \quad \$800,000 \quad = \quad 1.25 \end{array}$$

$$1.25 \times 10 \text{ (est. useful life of project in years)} = 12.5 \text{ (cost effectiveness score)}$$

Points will be awarded based on the following cost effectiveness scores:

- 17 + = 10 points
- 13 – 16 = 8 points
- 9 – 12 = 6 points
- 5 – 8 = 4 points
- 1 – 4 = 2 points

f) Safety (maximum 15 points)

Scoring will be based on the applicant's ability to both quantitatively and qualitatively describe the safety benefits of the project/program. Applicants will need to include documented accident information or other data that quantifies the safety benefits along with a written description of the safety benefits of the proposed project/program.

g) Project/Program Readiness (maximum 15 points)

Projects will be scored based on how much prior work has been done on the project or program and how quickly the project/program will be implemented once it is approved. For Capital projects, scoring is as follows:

- 15 points = Ready for construction (PA&ED, PS&E, R/W Certified)
- 12 points = PA&ED complete, project within 6 months of construction (e.g. 95% PS&E, R/W Cert within 6 months of construction)
- 9 points = PA&ED Complete, project within 12 months of construction (e.g. 50% PS&E, R/W Cert within 12 months)
- 6 points = PA&ED Complete, at 35% PS&E, and R/W initiated
- 3 points = PA&ED Complete

For Non-Capital projects, since deliverables are not as readily defined, points will be applied based on how much work has been done and how quickly the project can be implemented.

V. Funding Categories:

a) Transit Uses - eligible projects include:

- Increased levels of service or increased service span
- Fare subsidy programs
- Purchase of new bus or commuter rail vehicles
- Station enhancements and capacity improvements, including enhanced bus shelters, real-time arrival information, ticket vending machines (TVM)
- El Monte Bus Maintenance facility improvements
- Transit corridor projects serving ExpressLanes corridors

b) System Connectivity/Active Transportation – eligible projects include:

- First mile/last mile connections to transit facilities, focusing on multimodal elements recommended as part of the First/Last Mile Strategic Plan including investments that might support 3rd party mobility solutions (car-share, bike-share)
- Complete streets projects which emphasize multi-modalism
- Bicycle infrastructure including bicycle lanes and secured bicycle parking facilities
- Pedestrian enhancements including on/off-ramp safety improvements, street crossings, and ADA-compliance improvements
- Infrastructure and programs to support the use of electric vehicles.
- Bus station improvements including enhanced bus shelters, real-time arrival information, and other related improvements
- El Monte Bus Maintenance facility
- Rideshare/Vanpool programs
- Park-n-Ride facility improvements including restrooms, lighting, and security.
- Landscaping suited to the Southern California ecology. For example, vegetation that does not contribute to smog and requires little or no irrigation. Additionally, landscaping with a high carbon sequestration factor and/ or provides habitat to environmentally sensitive species is favorable.

c) Highway Improvements

- Intelligent transportation system improvements to manage demand
- Deck rehabilitation and maintenance above the required Caltrans maintenance for the facility
- On/off ramp improvements which reduce the incidents of bicycle and pedestrian collisions with vehicles
- Expanded freeway service patrol
- Graffiti removal and landscaping suited to the Southern California ecology. For example, vegetation that does not contribute to smog and requires little or no irrigation. Additionally, landscaping with a high carbon sequestration factor and/ or provides habitat to environmentally sensitive species is favorable
- Subject to Metro Board approval, extension of the ExpressLane corridors

To the extent possible, applicants must utilize green design techniques that minimize the environmental impact of transportation projects and/or support local urban greening initiatives.

If applicant is seeking funding for transit operations or highway maintenance, the service/maintenance must either be new service/maintenance meeting a previously unmet need in the corridor or must increase service for existing lines in the corridor.

VI. Funding Priorities

Baseline targets of 40% for Transit Uses, 40% for System Connectivity/Active Transportation, and 20% for Highway Improvements are identified as goals, however the actual allocation of the funding will be based on the merits of the proposed projects and programs.

VII. Eligible Costs

Eligible costs are development phase activities (including planning, feasibility analysis, revenue forecasting, environmental review, preliminary engineering and design work, and other preconstruction activities) and the costs of construction, reconstruction, rehabilitation, and acquisition of right-of-way, environmental mitigation, construction contingencies, acquisition of equipment, and operational improvements.

VIII. Non-Eligible Costs

Costs such as equipment, furniture, office leases or space cost allocations or similar costs, applicant staff overtime costs, mileage reimbursements, and use of pool cars.

IX. Other Conditions

- Applicants must maintain their existing commitment of local, discretionary funds for street and highway maintenance, rehabilitation, reconstruction, and storm damage repair in order to remain eligible for Net Toll Revenue funds to be expended for streets and roads.
- Grant funds received cannot be used to supplant, replace, or reduce the project sponsor's previously required match in Metro's Call for Projects.
- Applicants shall ensure that all Communication Materials contain the recognition of Metro's contribution to the project, program, or service. Sponsor shall ensure that at a minimum, all Communication Materials include the phrase "This project/program/service was partially funded by Metro ExpressLanes."
- PSR/PDS and PSRE – For projects that include a construction element, an approved Project Study Report/Project development Support (PSR/PDS) or Project Study Report Equivalent (PSRE) **is not required**.

- Project Funding Request Caps – there are no project funding request caps for any of the 3 categories.
- All project funding provided will be local funds. There are no federal or state dollars available through this program.
- Quarterly Progress /Expenditure Reports – All applicants that receive funding will be required to submit to Metro a Quarterly Progress/Expenditure Report based on this schedule:

Quarter Ending	Quarterly progress/Expenditure Report Due to Metro
March 31 st	May 31 st
June 30 th	August 31 st
September 30 th	November 30 th
December 31 st	February 28 th

- Audits – All grant program funding is subject to Metro audit. The findings of the audit are final.

X. Schedule

Board Approval of Application Package	February 27, 2014
Distribution of Application Package	March 12, 2014
Applicant Workshop	March 25, 27, 2014
Deadline for Grant Submissions	May 30, 2014
Presentation of Projects to CAGs	June 27, 30, 2014
Recommendation of Projects to Metro Board for Approval	July 24, 2014
Allocation of Funds to Grantees	September 30, 2014
Commence Monitoring/Evaluation of Grantee Project/Program	October 1, 2014

XI. General Administrative Conditions

a) Duration of Project

Project schedules must demonstrate that the project can be completed within 36 months of award.

Memorandum of Understanding (MOU) – Each awarded applicant must execute a memorandum of Understanding (MOU) with LACMTA which includes the statement of work, financial plan reflecting any local match provided (if applicable), schedule of

milestones and deliverables. The schedule and milestones must reflect the project will be completed within 36 months from the date of award.

b) Grant Agreement Lapsing Policy

Grantee must demonstrate timely use of the Funds by:

- (i) Executing a Grant Agreement within sixty (60) days of receiving formal transmittal of the Grant Agreement boilerplate;
- (ii) Meeting the Project milestones due dates as stated in the Statement of Work;
- (iii) Timely submittal of the Quarterly Progress/Expenditure Reports; and
- (iv) Expending the Funds granted within forty two (42) months from the date funds are available.

If the Grantee fails to meet any of the above conditions, the Project may be considered lapsed and may be submitted to the Board for deobligation. **Expenses that are not invoiced within sixty (60) days after the lapsing date are not eligible for reimbursement.**

In the event that the timely use of the Funds is not demonstrated, the Project will be reevaluated as part of the annual Net Toll Re-investment Grant Deobligation process and the Funds may be deobligated and reprogrammed to another project by the Board.

Administrative extensions may be granted under the following conditions:

- (i) Project delay due to an unforeseen and extraordinary circumstance beyond the control of the project sponsor (legal challenge, act of God, etc.). Inadequate staffing shall not be considered a basis for administrative extensions.
- (ii) Project delay due to an action that results in a change in scope or schedule that is mutually agreed upon by Metro and the project sponsor prior to the extension request.
- (iii) Project fails to meet completion milestone; however, public action on the proposed regulatory change(s) has been scheduled and noticed to occur within 60 days of the scheduled completion milestone.

Appeals to any recommended deobligation will be heard by a Metro appeals panel. If Grantee does not complete an element of the Project, as described in the Statement of Work, due to all or a portion of the Funds lapsing, the entire Project may be subject to deobligation at Metro's sole discretion.

In the event that all the Funds are reprogrammed, the Project shall automatically terminate.