South Dakota 2020
Transportation Alternatives
Grant Application

Due date: Oct. 1, 2020

Application for

Submitted by

Project and contact information

Project name

Organization/sponsor name

Co-sponsor name (if applicable)

Contact name and title of person responsible for application

Address

City State South Dakota Zip code

Phone number Email address

Contact name and title of person responsible for the project

Address

City State South Dakota Zip code

Phone number Email address

Project type

Select the most applicable activity for which the project is eligible. Check only **one** project type.

- ☐ Bicycle/pedestrian/nonmotorized facility
- ☐ Safe routes for nondrivers
- ☐ Conversion and use of railroad corridors for trails
- ☐ Turnouts, overlooks and viewing areas
- ☐ Community improvement activities
- ☐ Environmental mitigation activity
- ☐ Safe Routes to School Program—infrastructure
- ☐ Safe Routes to School Program—non-infrastructure
- ☐ Boulevards and roadways in former right of way

Project location

County Select a county City/town

Specific location, street, road, facility name

Project limits (closest street, intersection, etc.)

If the project is linear in nature, provide the project length in linear feet.

Project description

In the space below, provide a concise description of your project and how the project will benefit the affected community or area. **Specifically describe the project purpose and the need for the project.**

Project relevancy to Transportation Alternatives criteria

A.1. Is the project on or near a federal, state or county highway? ☐ No ☐ Yes Which highway?

A.2. Is the project near another transportation system? (city streets, public transit, existing trails) ☐ No ☐ Yes
If yes, explain below.

A.3. How does the project provide a safe alternative to vehicular travel within your community? What goods and services will now be linked by a safe route for pedestrian, bicycle or mobility-challenged travelers? How will this project improve the quality of routes for non-motorized transportation?

B.1. Is the project compatible with relevant state, regional and local planning? Is it part of a larger master plan?

B.2. Is the project within one of the state's metropolitan planning areas (MPAs) ? ☐ Yes ☐ No ☐ Not applicable

If yes, has the project been presented to the metropolitan planning organization (MPO), or is it part of an MPA/MPO plan? ☐ Yes ☐ No

Explain in B.1. above.

B.3. Will this project be constructed as part of:

An SDDOT project, such as a shared-use path constructed with a highway widening project? ☐ Yes ☐ No

A Local Project, such as a pathway constructed as part of a bigger park or roadway project? ☐ Yes ☐ No

If yes, please describe the project, type of work and estimated dates of the proposed construction.

☐ The project described in this application will be done at the same time as the above-referenced project.

☐ The project described in this application will be done after the above-referenced project.

C.1. How feasible is this project? For example: Can it only be built in conjunction with a road project? Does the project hinge on the receipt of addition funding or right of way?

C.2. Explain which agency is responsible for the operation and maintenance of the completed project and the source of funds used.

C.3. Describe the anticipated maintenance needs by task. Indicate frequency of maintenance and estimated annual cost.

C.4. If awarded Transportation Alternatives funding, final plans will be submitted to the SDDOT by Sept. 2022. The project will be constructed in spring/summer 2023.

Would the proposed project be able to meet this time line? ☐ Yes ☐ No

D.1. What are the environmental considerations for this project? Check all that apply.

- ☐ Impacts to wetlands
- ☐ Impacts to floodplain
- ☐ Detention pond needed
- ☐ Tree removal needed
- ☐ Impacts to stream crossing
- ☐ Impacts to endangered species
- ☐ Project near contaminated soil site
- ☐ Project near park, recreation area or historic site.
- ☐ Project located on previously undisturbed ground

Impacts should be evaluated by a professional knowledgeable in the specified area. Describe impacts below.

E.1. How has the community been involved in project planning? How has the community shown support for the project?

E.2. Were public meetings held for this project? ◯ Yes ◯ No

If yes, include meeting minutes or summary and sign-in sheet with the documents to accompany the TA application as instructed on p. 11, the Transportation Alternative Application Checklist.

List supporting organizations, individuals below. Send copies of letters of support with your TA application.

1.

2.

3.

4.

5.

E.3. Is the committed or anticipated local match greater than 18.05%? ◯ Yes ◯ No

If yes, what percentage? 0.00%

List all sources of matching funds by **source**, **type** and **estimated amount**.

1.

2.

3.

4.

5.

Has all local match been secured? ◯ Yes ◯ No

If no, please explain below.

F.1. What level of public usage will this project receive? What will be the public and social value? If this is a Safe Routes to School project, how many children are enrolled in the affected school (K-8), and how many are within a two-mile radius?

G.1. Does this project involve more than one governmental entity?

H.1. Will this project be within a designated disadvantaged area of the state or address a designated disadvantaged or underserved population?

Yes No

If yes, please explain below

I.1. How will the project improve the economic well-being of the community?

J.1. How did safety concerns for pedestrian or bicycle travel inspire this program? How were the safety concerns identified? How will this project resolve the safety concerns for various transportation user groups?

J.2. Explain how the starting and stopping points of your project were determined, and why they are logical beginning and ending points.

J.3. If you are requesting funding for Safe Routes to School non-infrastructure components, explain the non-infrastructure elements of your project below.

K.1. Ordinances and design

Check any statements that apply to your city/county/tribe or the area where the proposed project is located:

- ☐ We have a snow removal ordinance requiring residents to clear snow from sidewalks within 24 hours of a snow event.
- ☐ We have a snow removal ordinance requiring residents to clear snow from sidewalks within 48 hours of a snow event.
- ☐ We do not have a snow removal ordinance.
- ☐ Our city/county/tribe will be responsible for snow removal if this project is constructed.

Check any statements that apply to your city/county/tribe or the area where the proposed project is located:

- ☐ We have and enforce an ordinance requiring sidewalks to be constructed as part of all new construction/ development, either by the homeowner/business owner, developer or city/tribe.
- ☐ We have an ordinance requiring sidewalks to e constructed as part of all new construction/development, either by the home/business owner, developer or city/tribe, but allow businesses to delay construction or do not enforce the ordinance at all.
- ☐ We do not have an ordinance requiring sidewalks to be constructed as part of all new construction/ development.

Check any statements that apply to your city/county/tribe or the area where the proposed project is located:

- ☐ We have and enforce an ordinance requiring sidewalks to be kept in good repair, maintained and/or replaced by the home/business owner, developer or city/tribe.
- ☐ We have an ordinance requiring sidewalks to be kept in good repair, maintained and replaced, but have not enforced it in the past. If so, please explain below what steps you have taken to enforce this ordinance from this time forward.
- ☐ We do not have an ordinance requiring sidewalks to be kept in good repair, maintained and replaced by the home/business owner, developer or city/tribe.

Use the area below for any additional information on the above items.

K.2. **This section should be completed by the engineering design/consultant.** Explain the items on your project that you believe will need a design exception. If 8' wide trail was proposed in place of 10' wide, list the acceptable circumstance(s): expected bicycle traffic is low, expected occasional pedestrian traffic, right of way constraints, frequent passing and resting opportunities, or maintenance vehicle loading will not cause damage. Attach a graphic showing the specific design exception location with dimensions.

L.1. Signature

The project sponsor possesses legal authority to nominate the Transportation Alternatives project and to finance, acquire and construct the proposed infrastructure project and/or finance, lead and complete the proposed non-infrastructure project. The project sponsor certifies that it is willing and able to manage, maintain and operate the project. With this signature, the sponsor authorizes the nomination of the Transportation Alternatives project, including all understanding and assurances contained herein, and authorizes the person identified as the official representative of the sponsor to act in connection with the nomination and to provide any additional information that may be required.

Name Title

Typed/electronic signature Date

or

Project sponsor organization

M. Project costs

Accurate estimates of project costs are critical for both the proposed Transportation Alternatives project and the ability of Transportation Alternatives to program funds. Cost estimates must be prepared by an engineering, landscape architecture or architectural firm selected from the SDDOT's approved list. Professionals preparing cost estimates should refer to the South Dakota Construction Cost Index and Average Unit Bid Prices found on the SDDOT website at http://apps.sd.gov/applications/hc65c2c/HC65BidLetting/ebscontractorinfo.aspx. Any work completed before federal authorization will not be eligible for reimbursement.

In addition to the summary table below, a detailed, itemized cost estimate is required to be included with all applications. Standard SDDOT bid items, found at http://apps.sd.gov/HC70SBI/main.aspx, shall be used whenever possible. For guidance, go to 2015 *Standard Specification for Roads and Bridges* sections 100-740, which have specific method of measurement subsections numbered XXX.4 and basis of payment subsections numbered XXX.5. For example: Portland cement concrete pavement is covered in section 380, with method of measurement in section 380.4 and basis of payment in 380. 5.

Cost estimate prepared by Phone

Agency/firm

Email address

Typed signature
or
Electronic signature

Date

Type of work	Federal share	Sponsor share/local match	Total
Design/engineering			$ 0.00
Right-of-way acquisition			$ 0.00
Utility relocations			$ 0.00
Environmental mitigation			$ 0.00
Construction			$ 0.00
Construction engineering			$ 0.00
Non-infrastructure			$ 0.00
	Federal share	Local Match	Total
TOTAL	$ 0.00	$ 0.00	$ 0.00

Transportation Alternatives
Application Checklist

All the following items must be completed and included in the application document or attached in 8 1/2" x 11" digital format for the application to be reviewed. Maps, graphics and other documents submitted in formats larger than 8 1/2' x 11' format will not be accepted and will be removed from the application.

- ☐ Transportation Alternatives application and project costs form
- ☐ Detailed cost estimate and description of match. To be completed by your selected engineering/design consulting firm and must include detailed bid items. **Submit in Excel or similar format.**
- ☐ Detailed map of the project site, showing location and termini
- ☐ Detailed cross-section
- ☐ Overall map showing the project's connectivity to the rest of the community paths, sidewalks and other community amenities. Map should show the proposed project and future phases or master plans.
- ☐ Applicant's commitment to a minimum 18.05% local match
- ☐ Meeting minutes from any public meetings relevant to the project
- ☐ Letters of support from local residents and organizations
- ☐ Applicant's or other commitment to maintain the completed project
- ☐ Relevant information such as applicable portions of planning studies, master plans, photographs with captions or phasing plans
- ☐ Scope of services prepared by the engineering/design consultant and submitted on the consulting firm letterhead
- ☐ Scope of work completed by the engineering/design consultant and submitted as the completed PDF form
- ☐ Resolution from the eligible sponsor, including the meeting minutes recording approval of the resolution
- ☐ Letter of acceptance for the SDDOT Region Engineer or County Highway Superintendent, if the project will be constructed in county or state highway right of way
- ☐ Completed application and supporting documents electronically submitted to SDDOT before 5 p.m., Oct. 1, 2020.

Instructions for submitting the Transportation Alternatives application

1. Complete the application electronically in the PDF format.
2. The form can be saved and re-opened multiple times as the document is completed. It does not need to be filled in all at once. "Save as" and rename the file before starting to complete the application.
3. There are several pull-downs, areas that accept only numbers, areas that require recognizable email addresses and other required formats throughout the document. Warning popups will offer suggestions on how to proceed if an answer is inserted in the wrong format.
4. All narrative sections are limited to the original response space in the blank application. **Narrative overflowing the designated space will not be visible in printed format, and therefore will not be reviewed by the Advisory Committee. Additional pages of narrative will not be accepted and will not be reviewed by the Advisory Committee.**
5. **Handwritten signatures are not required and shall not be included.** The application must be reviewed and approved by the person so assigned to the resolution. Following the sponsor's approval, a digital or typed signature shall be inserted into the application.
6. When the application is complete, it shall be **saved** as a PDF and given the name of the sponsor first. Example: Mitchell TA Application. **Do not print as a PDF.**
7. All attachments, except the detailed cost estimate, shall be saved as PDFs (in color, if applicable) and submitted electronically. All attached files should be named in a descriptive format. Example: Mitchell Letters of Support. No documents should exceed 8 1/2" x 11" in size. The detailed cost estimate must be submitted in Excel or similar format.
8. The total application, including the title page, application form and attachments shall not exceed 30 pages. Pages exceeding 30 will not be reviewed. This instruction sheet may be deleted from the application form prior to submittal and will not be counted.
9. **The application and all attachments shall be submitted by email to Transportation Alternatives Coordinator Logan Gran at Logan.Gran@state.sd.us.**
10. Transmittal email subject lines shall read "TA Application," followed by the sponsor's name. Example: TA Application Mitchell. The email shall include a list of all files attached to the email. If more than one email is required due to system limitations, the applicant shall note in the transmittal email how many additional emails are to follow.
11. Mailed or faxed applications will not be accepted. If you encounter difficulties with the PDF form or with attaching the supporting documents to an email, contact Logan Gran at (605) 773-4912 before Oct. 1, 2020, for instructions.
12. Applications and supporting documents received after 5 p.m. on Oct. 1, 2020, will not be accepted.
13. Direct all questions about the application, eligibility or other Transportation Alternatives items to Logan Gran at (605) 773-4912 or Logan.Gran@state.sd.us.

Clear form