

2022 Transportation Alternatives Call for Projects

Project application forms are required to be submitted no later than April 12, 2023.

This form is for use by members of the public, advisory committee members, and agency staff involved in the transportation planning process for proposing non-motorized related projects eligible for Transportation Alternatives funding. Program information and eligibility requirements can be found on the Montana Department of Transportation [website](#) or can be provided by Missoula Metropolitan Planning Organization (MPO) staff and available on the MPO website: <https://www.missoulampo.com/ta>.

In order to assist the MPO staff in selecting potential projects for the Transportation Alternatives Grant (TA) program, please fill out this form as completely as possible.

If you have any questions about this form, project submittal, or the TA Grant process, please contact:

Aaron Wilson
Transportation Planning Manager
(406) 552-6668
WilsonA@ci.missoula.mt.us

This form is designed for use in the Adobe Reader application. If you do not have Adobe Reader, you can download the software from <http://get.adobe.com/reader/>. You may fill out and submit this form electronically or print this form and fill out by hand.

Instructions for Submitting the Form

The project solicitation form consists of three sections:

1. General Project Information
2. Evaluation Criteria
3. Project Readiness

You may submit this form using one of the following methods:

By email:

1. Fill out the form using Adobe Acrobat Reader and save the finished form to your desktop
2. Attach the completed form to an email addressed to WilsonA@ci.missoula.mt.us
3. In the subject field enter "2022 TA Grant Submission Form"

By mail:

1. Fill out the form by hand or using Adobe Acrobat Reader and mail to:

Aaron Wilson
Development Services
435 Ryman St.
Missoula, MT 59802

Each project submitted through this form should have a contact person within the agency which will ultimately own and be responsible for ownership and maintenance.

- **City of Missoula, Kevin Slovarp, City Engineer:** for roadway, on-street bike/pedestrian and safety projects in the City
 - Phone: 406.552.6630
 - KSlovarp@ci.missoula.mt.us
- **Missoula County Public Works Department:** for roadway, on-street bike/pedestrian, safety and trails in Missoula County
 - Phone: 406.258.4814
 - CountyPublicWorks@co.missoula.mt.us
- **Montana Department of Transportation—Missoula District:** for roadway, on-street bike/pedestrian and safety on state-owned facilities
 - Phone: 406.523.5800
- **Mountain Line:** for transit (bus and para-transit)
 - Phone: 406.543.8386
 - info@mountainline.com
- **City of Missoula Parks and Recreation:** for trails projects in the City of Missoula
 - Phone: 406.721.7274
 - parksrec@ci.missoula.mt.us

An agency staff person will be responsible for assisting you in developing project information as you work through this form. Agency staff may need to revise a submitted project based on best practices, expertise, federal, state, and local regulations, etc., to better fit the overall system or to make a project more feasible. For instance, a bike lane project may be proposed that could be accomplished with a bike route or a separate grade crossing may be submitted that could be accomplished with an at-grade crossing.

If you are having difficulty finding an agency contact or have questions regarding the form, please feel free to call MPO staff.

General Project Information

Please enter your contact information:

First Name _____ Last Name _____
Street Address _____ City _____ State ____ Zip ____
Organization _____ Title _____
Email _____ Phone _____

Please enter the contact information for the agency, that will own and maintain the project, with whom you are working to develop the project:

First Name _____ Last Name _____
Street Address _____ City _____ State _____ Zip _____
Organization _____ Title _____
Email _____ Phone _____

General Project Information

Please enter the general details for the project you are submitting.

1. **Project Name:** Enter a short description of the project being submitted

2. **Project Applicant/Sponsor:** eligible project applicant

3. **Project Contact:** primary point of contact

4. **Is the project in the current Long Range Transportation Plan (LRTP)?:** Projects currently contained in the LRTP will be given priority. Include project ranking from LRTP; include other supporting plans:

5. **Project Description:** Enter as detailed a description of the project as possible. Details can include facility improvements, design considerations, etc.

6. **Reason/Need for Project:** Provide context for the projects history, current conditions and relationship to current and future transportation projects or plans

7. **Project Location:** Enter the road, intersection, or facility name associated with the project (if applicable).

8. **Project Extent:** Enter the extent that the project will cover. For example, from intersection to intersection, or from one location to another (if applicable).

9. **Project Eligibility:** describe how the project meets eligibility requirements for TA funding

10. **Project Cost Estimate:** Provide as much detail as possible on funding, including federal and local share by project phase (PE, CN, CE, RW, IC). A contingency of 20-30% is encouraged and inflation be estimated. The MDT indirect cost of 10.71% should also be included.

Evaluation Criteria

In this section, please display how well the project meets each of the evaluation criteria. Each evaluation criteria will be scored with a rating of high, medium or low depending on how the answer and project qualities fulfill the specifications included in the question. Please provide details to the best of your ability. MPO staff will review and consider these rankings during the project prioritization process.

1. How does the project improve connectivity, accessibility and coordinate with current and future land use?

2. How does the project provide or improve safety of our transportation system? (MPO staff will evaluate the project's crash history to see how the project ranks compared to other submitted projects. This project will be scored for its merit in addressing a high crash history area with engineered solutions)

3. How does the project help to support local and regional equity? (Please describe how this project serves priority neighborhoods such as (Missoula Invest Health Neighborhoods) and improves access to essential destinations. Does this project help reduce household transportation costs in low-income areas? Please provide any supporting census-based data to describe the socio-economic and demographic qualities of the project area)

4. How does the project help to address transportation related climate impacts and resiliency? (Will the project help reduce single-occupancy vehicle trips or vehicle miles traveled and help achieve vehicle mode-split goals? Does the project have a notable air quality benefit? Does the project involve green infrastructure design components that that benefit the Clark Fork River watershed?)

Project Readiness

This section should present the sponsor’s understanding of the risks associated with the project, as well as how these risks will be mitigated. All projects have risks associated with them. This section will be evaluated on how well the sponsor understands the risks and how they are proposed to be mitigated. Inadequate discussion or a laissez-faire approach to any of these points will result in a very low score.

1. Design level of detail: (what level of design work has been completed on this project if any? 30%-60% designs will receive a high score)

2. ROW/Utility impacts: (are utility and ROW impacts documented? Has there been past coordination around addressing these impacts with property owners and utility companies?)

3. Project Budget: (what is the opinion of probable cost, how was it derived and what contingencies does it include?)

4. Local agency coordination – including ownership/maintenance responsibilities: (Are there any developed maintenance agreements? Has there been communication with the infrastructure’s primary manager such as MDT, Missoula County Parks and Recreation?)
