



Transportation Committee Agenda

Friday, October 18, 2024
9 a.m.

Welcome to SANDAG. The Transportation Committee meeting scheduled for Friday, October 18, 2024, will be held in person in the SANDAG Board Room. While Committee members will attend in person, members of the public will have the option of participating either in person or virtually.

For public participation via Zoom webinar, click the link to join the meeting: <https://us02web.zoom.us/j/84487264646>

Webinar ID: 844 8726 4646

To participate via phone, dial a number based on your current location in the US:

+1 (669) 900-6833 +1 (929) 205-6099 International numbers available: <https://us02web.zoom.us/j/84487264646>

All in-person attendees at SANDAG public meetings other than Board of Directors, Policy Advisory Committee members, and SANDAG staff wearing proper identification are subject to screening by walk-through and handheld metal detectors to identify potential hazards and prevent restricted weapons or prohibited contraband from being brought into the meeting area consistent with section 171(b) of the California Penal Code. The SANDAG [Public Meeting Screening Policy](#) is posted on the [Meetings & Events](#) page of the SANDAG website.

Public Comments: Members of the public may speak to the Transportation Committee on any item at the time the Committee is considering the item. Public speakers are generally limited to three minutes or less per person.

Persons who wish to address the members on an item to be considered at this meeting, or on non-agendized issues, may email comments to the Clerk at clerkoftheboard@sandag.org (please reference Transportation Committee meeting in your subject line and identify the item number(s) to which your comments pertain). Comments received by 4 p.m. the business day before the meeting will be provided to members prior to the meeting. All comments received prior to the close of the meeting will be made part of the meeting record.

If you desire to provide in-person verbal comment during the meeting, please fill out a speaker slip, which can be found in the lobby. If you have joined the Zoom meeting by computer or phone, please use the "Raise Hand" function to request to provide public comment. On a computer, the "Raise Hand" feature is on the Zoom toolbar. By phone, enter *9 to "Raise Hand" and *6 to unmute. Requests to provide live public comment must be made at the beginning of the relevant item, and no later than the end of any staff presentation on the item. The Clerk will call on members of the public who have timely requested to provide comment by name for those in person and joining via a computer, and by the last three digits of the phone number of those joining via telephone. Should you wish to display media in conjunction with your comments, please inform the Clerk when called upon. The Clerk will be prepared to have you promoted to a position where you will be able to share your media yourself during your allotted comment time. In-person media sharing must be conducted by joining the Zoom meeting on the personal device where the content resides. Please note that any available chat feature on the Zoom meeting platform should be used by panelists and attendees solely for procedural or other "housekeeping" matters as comments provided via the chat feature will not be retained as part of the meeting record. All comments to be provided for the record must be made in writing via email or speaker slip, or verbally per the instructions above.

In order to keep the public informed in an efficient manner and facilitate public participation, SANDAG provides access to all agenda and meeting materials online at sandag.org/meetings. Additionally, interested persons can sign up for email notifications at sandag.org/subscribe. A physical copy of this agenda may be viewed at the SANDAG Toll Operations Office, 1129 La Media Road, San Diego, CA 92154, at any time prior to the meeting.

To hear the verbatim discussion on any agenda item following the meeting, the [audio/video](#) recording of the meeting is accessible on the SANDAG website.

SANDAG agenda materials can be made available in alternative languages. To make a request, call (619) 699-1900 at least 72 hours in advance of the meeting.

Los materiales de la agenda de SANDAG están disponibles en otros idiomas. Para hacer una solicitud, llame al (619) 699-1900 al menos 72 horas antes de la reunión.



SANDAG offices are accessible by public transit.
Phone 511 or visit 511sd.com for route information. **Bike parking is available in the parking garage of the SANDAG offices.**

SANDAG operates its programs without regard to race, color, and national origin in compliance with Title VI of the Civil Rights Act. SANDAG has developed procedures for investigating and tracking Title VI complaints, and the procedures for filing a complaint are available to the public upon request. Questions concerning SANDAG nondiscrimination obligations or complaint procedures should be directed to the SANDAG Director of Diversity and Equity at (619) 699-1900. Any person who believes they or any specific class of persons to be subjected to discrimination prohibited by Title VI also may file a written complaint with the Federal Transit Administration.

SANDAG Notice of Non-Discrimination | Aviso de no discriminación de SANDAG | Abiso sa Hindi Pandidiskrimina ng SANDAG | Thông cáo Không phân biệt đối xử của SANDAG | SANDAG 非歧视通知 | SANDAG: إشعار عدم التمييز

This meeting will be conducted in English, and simultaneous interpretation will be provided in Spanish. Interpretation in additional languages will be provided upon request to ClerkoftheBoard@sandag.org at least 72 business hours before the meeting.

Esta reunión se llevará a cabo en inglés, y se ofrecerá interpretación simultánea en español. Se ofrecerá interpretación en otros idiomas previa solicitud a ClerkoftheBoard@sandag.org al menos 72 horas antes de la reunión.

Free Language Assistance | Ayuda gratuita con el idioma | Libreng Tulong sa Wika | Hỗ trợ ngôn ngữ miễn phí |

免費語言協助 | 免費語言協助 | مجانية لغوية مساعدة | 무료 언어 지원 | رایگان زبان کمک | 無料の言語支援 |

Бесплатная языковая помощь | Assistència lingüística gratuita | मुफ्त भाषा सहायता | Assistance linguistique gratuite |

ជំនួយភាសាឥតគិតថ្លៃ | ఉచిత భాషా సహాయం | ການຊ່ວຍເຫຼືອດ້ານພາສາຟຣີ | Kaalmada Luqadda ee Bilaashka ah |

Безкоштовна мовна допомога | sandag.org/LanguageAssistance | (619) 699-1900

Closed Captioning is available

SANDAG uses readily available speech recognition technology to automatically caption our meetings in Zoom. The accuracy of captions may vary based on pronunciations, accents, dialects, or background noise. To access Closed Captions, click the “CC” icon in the toolbar in Zoom. To request live closed caption services, please contact the Clerk of the Board at clerkoftheboard@sandag.org or at (619) 699-1900, at least 72 hours in advance of the meeting.

In compliance with the Americans with Disabilities Act (ADA), SANDAG will accommodate persons who require assistance in order to participate in SANDAG meetings. If such assistance is required, please contact the Clerk of the Board at clerkoftheboard@sandag.org or at (619) 699-1985, at least 72 hours in advance of the meeting. To request this document or related reports in an alternative format, please call (619) 699-1900 or (619) 699-1904 (TTY), or fax (619) 699-1905 at least 72 hours in advance of the meeting.

Vision Statement: *Pursuing a brighter future for all*

Mission Statement: *We are the regional agency that connects people, places, and innovative ideas by implementing solutions with our unique and diverse communities.*

Our Commitment to Equity: *We hold ourselves accountable to the communities we serve. We acknowledge we have much to learn and much to change; and we firmly uphold equity and inclusion for every person in the San Diego region. This includes historically underserved, systemically marginalized groups impacted by actions and inactions at all levels of our government and society.*

We have an obligation to eliminate disparities and ensure that safe, healthy, accessible, and inclusive opportunities are available to everyone. The SANDAG equity action plan will inform how we plan, prioritize, fund, and build projects and programs; frame how we work with our communities; define how we recruit and develop our employees; guide our efforts to conduct unbiased research and interpret data; and set expectations for companies and stakeholders that work with us.

We are committed to creating a San Diego region where every person who visits, works, and lives can thrive.



Transportation Committee

Friday, October 18, 2024

Comments and Communications

1. Non-Agenda Public Comments/Member Comments

Members of the public shall have the opportunity to address the Transportation Committee on any issue within the jurisdiction of the Transportation Committee that is not on this agenda. Public speakers are limited to three minutes or less per person. Public comments under this agenda item will be limited to five public speakers. If the number of public comments under this agenda item exceeds five, additional public comments will be taken at the end of the agenda. Transportation Committee members and SANDAG staff also may present brief updates and announcements under this agenda item.

Consent

+2. Approval of Meeting Minutes

Francesca Webb, SANDAG

Approve

The Transportation Committee is asked to approve the minutes from its September 20, 2024, meeting.

[Meeting Minutes](#)

+3. FY 2025 State Transit Assistance Claim Amendment and FY 2024 State Transit Assistance and State of Good Repair Claim Amendments

Adrian Paniagua, SANDAG

Adopt

The Transportation Committee is asked to adopt:

1. Resolution No. 2025-05, in substantially the same form as shown in Attachment 1, approving the FY 2025 State Transit Assistance claim amendment;
2. Resolution No. 2025-06, in substantially the same form as shown in Attachment 2, approving the FY 2024 State Transit Assistance claim amendment; and
3. Resolution No. 2025-07, in substantially the same form as shown in Attachment 3, approving the FY 2024 State of Good Repair claim amendment for the North County Transit District.

[FY2025 STA and FY2024 STA and SGR Claim Amendments](#)

[Att. 1 - FY 2025 STA Resolution No. 2025-05](#)

[Att. 2 - FY 2024 STA Resolution No. 2025-06](#)

[Att. 3 - FY 2024 SGR Resolution No. 2025-07](#)

[Att. 4 - NCTD FY 2025 State Transit Assistance Claim Amendment](#)

[Att. 5 - NCTD FY 2024 State Transit Assistance Claim Amendment](#)

[Att. 6 - NCTD FY 2024 State of Good Repair Claim Amendment](#)

+4. Master Fund Transfer Agreement with Caltrans

Recommend

Tyler Woods, SANDAG

The Transportation Committee is asked to recommend that the Board of Directors adopt Resolution No. 2025-08, authorizing the Chief Financial Officer to execute the Master Fund Transfer Agreement with Caltrans in substantially the same form as Attachment 2.

[Item 4 - Master Fund Transfer Agreement with Caltrans](#)

[Att. 1 - Resolution No. 2025-08](#)

[Att. 2 - Draft 2025 MFTA](#)

Reports

+5. Smart Growth Incentive Program

Recommend

Goldy Herbon, Stacey Cooper, SANDAG

The Transportation Committee is asked to recommend that the Board of Directors approve the evaluation criteria and release the call for projects for Smart Growth Incentive Program Cycle 6.

[Smart Growth Incentive Program](#)

[Att. 1 - Discussion Memo](#)

[Att. 2 - SGIP Performance Metrics](#)

[Att. 3 - Cycle 6 Call for Projects](#)

[Presentation](#)

+6. Transit Fare Discount Study and Transit Equity Pilot Update

Discussion

Brian Lane, SANDAG

Staff will present an update on the Transit Fare Discount Study and discuss next steps for the Transit Equity Pilot that includes the Youth Opportunity Pass.

[Transit Fare Discount Study and Social Equity Pilot Update](#)
[Presentation](#)

Adjournment

7. Adjournment

The next Transportation Committee meeting is scheduled for Friday, November 15, 2024, at 9 a.m.

+ next to an agenda item indicates an attachment

October 18, 2024

September 20, 2024, Meeting Minutes

[View Meeting Video](#)

Transportation Committee Chair Jack Shu (East County) called the Transportation Committee meeting to order at 9 a.m.

1. Public Comments/Communications/Member Comments

Public Comments: Bee Mittermiller, Purita Javier, Cesar Javier, and The Original Dra.

Member Comments: None.

Consent

2. Approval of Meeting Minutes

The Transportation Committee was asked to approve the minutes from its July 19, 2024, meeting.

3. Master Agreement for State-Funded Transit Projects with Caltrans

The Transportation Committee was asked to recommend that the Board of Directors adopt Resolution No. 2025-04, authorizing the Chief Financial Officer to execute the Master Agreement for State-Funded Transit Projects with Caltrans.

4. Regional Active Transportation Program Call for Projects

This report provided an update on the Cycle 7 Regional Active Transportation Program Call for Projects.

Public Comments: The Original Dra.

Action: Upon a motion by Supervisor Monica Montgomery-Steppe (County of San Diego), and a second by Councilmember John Duncan (South County), the Transportation Committee voted to approve the Consent Agenda.

The motion passed.

Yes: Chair Shu, Rafael Perez (San Diego County Regional Airport Authority), Councilmember Raul Campillo (City of San Diego), Supervisor Montgomery Steppe, Councilmember David Zito (North County Coastal), Councilmember Ed Musgrove (North County Inland), Councilmember Priya Bhat-Patel (North County Transit District), Job Nelson (Port of San Diego), and Councilmember Duncan.

No: None.

Abstain: None.

Absent: Metropolitan Transit System.

Reports

5. SANDAG Grant Programs: Quarterly Status Update and Amendment Requests

Grants Program Analysts Goldy Herbon and Aly Vazquez presented the item.

Public Comments: The Original Dra.

Action: Upon a motion by Councilmember Bhat-Patel, and a second by Councilmember Zito, the Transportation Committee voted to approve:

- 1) The early termination of Renewing Life's Section 5310 vehicle grant agreement;
- 2) The early termination of MTS's Section 5310 vehicle grant agreement;
- 3) A seven-month extension for the City of Lemon Grove's Connect Main Street Smart Growth Incentive Program (SGIP) project;
- 4) A two-year extension for the City of San Diego's Downtown Mobility Cycleway Improvement Phase 1 & 2 SGIP project; and
- 5) A two-year extension for the City of El Cajon's Main Street-Green Street Gateway SGIP project.

The motion passed.

Yes: Chair Shu, Rafael Perez, Councilmember Campillo, Supervisor Montgomery Steppe, Councilmember Zito, Councilmember Musgrove, Councilmember Bhat-Patel, Job Nelson, and Councilmember Duncan.

No: None.

Abstain: None.

Absent: Metropolitan Transit System.

6) Proposed Final 2025 Regional Transportation Improvement Program

6A. Public Hearing for Proposed Final 2025 Regional Transportation Improvement Program

Associate Financial Analyst Richard Radcliffe and Senior Regional Planner Paula Zamudio presented the item. The Transportation Committee was asked to hold a public hearing to receive testimony on the proposed final 2025 Regional Transportation Improvement Program, including its air quality conformity analysis and air quality conformity redetermination of the revenue-constrained Amended San Diego Forward: The 2021 Regional Plan.

Chair Shu opened the public hearing at 10:22 a.m.

Public Comments: Rita Clement, The Original Dra, and Katheryn Rhodes.

Chair Shu adjourned the public hearing at 10:28 a.m.

6B. Proposed Final 2025 Regional Transportation Improvement Program

Richard Radcliffe presented the item.

Action: Upon a motion by Councilmember Zito, and a second by Job Nelson, the Transportation Committee voted to recommend that the Board of Directors approve the final 2025 Regional Transportation Improvement Program, including its air quality conformity analysis and air quality conformity redetermination of the revenue-constrained Amended San Diego Forward: The 2021 Regional Plan.

The motion passed.

Yes: Chair Shu, Rafael Perez, Councilmember Campillo, Supervisor Montgomery Steppe, Councilmember Zito, Councilmember Musgrove, Councilmember Bhat-Patel, Job Nelson, and Councilmember Duncan.

No: None.

Abstain: None.

Absent: Metropolitan Transit System.

7. TransNet Major Corridor Projects Update

7A. TransNet Major Corridor Projects Update: North Coast Corridor

Kareem Scarlett and Marvin Canton, Caltrans, presented an update on the North Coast Corridor projects.

7B. TransNet Major Corridor Projects Update: State Route 78

Kareem Scarlett and Marvin Canton presented an update on the State Route 78 Corridor program of projects.

Public Comments: The Original Dra.

Action: Information.

8. Regional Zero-Emission Vehicle Incentive Program Development Overview

Associate Regional Planner Samaya Elder and Deputy Director of Planning Keith Greer presented an overview of the development of a regional incentive program for zero-emission vehicles and requested feedback on program considerations.

Public Comments: Cesar Javier and The Original Dra.

Action: Discussion.

9. Adjournment

The next Transportation Committee meeting is scheduled for Friday, October 18, 2024, at 9 a.m.

Chair Shu adjourned the meeting at 11:55 a.m.

Attendance at Transportation Meeting

Jurisdiction	Name	Member/ Alternate	Attend
San Diego County Regional Airport Authority	Mayor Esther Sanchez	Member	No
	Rafael Perez	Alternate	Yes
City of San Diego	Raul Campillo	Member	Yes
	Councilmember Marni von Wilpert	Alternate	No
County of San Diego	Supervisor Monica Montgomery Steppe (9 a.m. to 10:45 a.m.)	Member	Yes
	Supervisor Joel Anderson	Alternate	No
	Supervisor Nora Vargas	Alternate	No
East County	Chair Jack Shu	Member	Yes
	Councilmember Alysson Snow	Alternate	Yes
Metropolitan Transit System	Councilmember Vivian Moreno	Member	No
	Councilmember Marcus Bush	Alternate	No
North County Coastal	Vice Chair Tony Kranz	Member	No
	Councilmember David Zito	Alternate	Yes
North County Inland	Mayor Dane White	Member	Yes
	Councilmember Ed Musgrove	Alternate	Yes
North County Transit District	Councilmember Priya Bhat-Patel (9:10 a.m. to 11:27 a.m.)	Member	Yes
	Deputy Mayor Jewel Edson	Alternate	No
	Councilmember Corinna Contreras	Alternate	No
Port of San Diego	Chairman Frank Urtasun	Member	No
	Job Nelson	Alternate	Yes
South County	Councilmember John Duncan	Member	Yes
	Councilmember Jose Rodriguez	Alternate	No
Advisory Members			
Caltrans	Everett Townsend	Member	No
	Ann Fox	Alternate	No
	Roy Abboud	Alternate	Yes
Southern California Tribal Chairmen's Association	Erica Pinto	Member	No
	James Hill	Member	No

October 18, 2024

FY 2025 State Transit Assistance Claim Amendment and FY 2024 State Transit Assistance and State of Good Repair Claim Amendments

Overview

Each year the SANDAG Board of Directors approves the annual claims for the State Transit Assistance (STA) and State of Good Repair (SGR) programs. The STA provides transit funding for transportation planning and mass transportation purposes, derived from statewide sales tax on diesel fuel, as specified by the Legislature.

Senate Bill 1, the Road Repair and Accountability Act of 2017, augmented STA funding and created the SGR program within the STA account. The SGR provides transit operators in California a consistent revenue source for repair, upgrade, and improvement of their agency's existing transportation services and infrastructure. Under the SGR guidelines, recipients must submit to Caltrans a list of projects proposed for SGR program funding to be able to receive an allocation from the State Controller's Office (SCO).

FY 2025 State Transit Assistance Claim

On June 21, 2024 ([Agenda Item No. 5](#)), the Transportation Committee recommended the FY 2025 STA claim to the SANDAG Board based upon the February 2024 estimate from the SCO. The SANDAG Board approved the claim of \$14,208,695 at its meeting on June 28, 2024 ([Agenda Item No. 5](#)). In August 2024, the SCO revised the STA estimates for FY 2025.

FY 2024 State Transit Assistance and State of Good Repair Claims

On June 16, 2023 ([Agenda Item No. 5](#)), the Transportation Committee recommended the FY 2024 STA claim to the SANDAG Board based upon the February 2023 estimate from the SCO. The SANDAG Board approved the claim of \$14,097,845 at its meeting on June 23, 2023 ([Agenda Item No. 6](#)). In August 2023, the SCO revised the STA estimates for FY 2024. On October 20, 2023 ([Agenda Item No. 4](#)), the Transportation Committee adopted the revised STA estimate and approved the claim of \$14,698,865. Additionally, on September 8, 2023 ([Agenda Item No. 6](#)), the SANDAG Board approved the FY 2024 SGR claim based upon the SCO's August 2023 estimated SGR allocation of \$1,916,539 for FY 2024. In September 2024, the SCO provided final actual FY 2024 allocations for the North County Transit District (NCTD) for both STA and STA SGR funds.

Action: Adopt

The Transportation Committee is asked to adopt:

1. Resolution No. 2025-05, in substantially the same form as shown in Attachment 1, approving the FY 2025 State Transit Assistance claim amendment;
2. Resolution No. 2025-06, in substantially the same form as shown in Attachment 2, approving the FY 2024 State Transit Assistance claim amendment; and
3. Resolution No. 2025-07, in substantially the same form as shown in Attachment 3, approving the FY 2024 State of Good Repair claim amendment for the North County Transit District.

Fiscal Impact:

The FY 2025 State Transit Assistance (STA) claim for the North County Transit District (NCTD) is decreased by \$248,250 based on revised estimate in August 2024. The FY 2024 STA claim for NCTD is reduced by \$823,788 and the FY 2024 STA State of Good Repair claim is increased by \$65,810 based on final receipts for FY 2024.

Schedule/Scope Impact:

None.

Key Considerations

STA and SGR funds are appropriated by SCO to the Metropolitan Transportation System (MTS) and SANDAG. As the Regional Transportation Planning Agency (RTPA) for the San Diego region, SANDAG is responsible for the annual allocation of STA and SGR funds to NCTD. However, per the Public Utilities Code, MTS receives a separate appropriation and applies for and submits amendments directly to the SCO. Funds are paid to claimants based on quarterly deposits into the STA account. The revised STA estimates for FY 2025 and the final actual STA and SGR allocations for FY 2024 are different from the currently approved claims. An amendment is required to update the claims prior to receiving payments.

The NCTD Board of Directors authorized its Executive Director or designee to request amendments to claims. The FY 2025 and FY 2024 STA claims would increase as shown in Attachments 1 and 2 respectively.

The FY 2024 SGR amendment would be used to support NCTD preventative maintenance expenditures. The SGR claim would be reduced as shown in Attachment 3. A summary of the revisions is shown in the table below.

Description	Claim No.	Claimant	Original Allocation	Adjustment +(-)	Revised Allocation
FY 2025 STA Claim Amendment	25041003	NCTD			
		Operating	\$12,480,677	(\$248,250)	\$12,232,427
		Capital	\$1,728,018	\$0	\$1,728,018
		Total	\$14,208,695	(\$248,250)	\$13,960,445
FY 2024 STA Claim Amendment	24041003	NCTD			
		Operating	\$8,753,715	(\$823,788)	\$7,929,927
		Capital	\$5,945,150	\$0	\$5,945,150
		Total	\$14,698,865	(\$823,788)	\$13,875,077
FY 2024 SGR Claim Amendment	24041004	NCTD			
		Preventive Maintenance	\$1,916,539	\$65,810	\$1,982,349
		Total	\$1,916,539	\$65,810	\$1,982,349

Next Steps

Upon the Transportation Committee's approval, staff will submit the revised claims to the State Controller for processing the payments.

Susan Huntington, Director of Financial Planning, Budgets & Grants

- Attachments:
1. Resolution No. 2025-05: Resolution Approving the Revision to FY 2025 State Transit Assistance Claim for the North County Transit District
 2. Resolution No. 2025-06: Resolution Approving the Revision to FY 2024 State Transit Assistance Claim for the North County Transit District
 3. Resolution No. 2025-07: Resolution Approving the Revision to FY 2024 State Transit Assistance, State of Good Repair Program Claim for the North County Transit District
 4. NCTD FY 2025 State Transit Assistance Claim Amendment
 5. NCTD FY 2024 State Transit Assistance Claim Amendment
 6. NCTD FY 2024 State of Good Repair Claim Amendment



401 B Street, Suite 800
San Diego, CA 92101
Phone (619) 699-1900
Fax (619) 699-1905
sandag.org

Resolution No. 2025-05

Resolution Approving the Revision to FY 2025 State Transit Assistance Claim for the North County Transit District

WHEREAS, the North County Transit District (NCTD) has filed a claim amendment for State Transit Assistance (STA) funds up to the revised allocation of \$13,960,445 for FY 2025 pursuant to Section 6730(a) of Title 21 of the California Code of Regulations (CCR); and

WHEREAS, the Transportation Committee has reviewed the claim and finds that the revised claim is in substantial conformance with the provisions of the Transportation Development Act of 1971, as amended, and meets the specific requirements of Section 6754 of Title 21 of the CCR.

NOW THEREFORE BE IT RESOLVED, by the Transportation Committee as follows:

1. That the Transportation Committee does hereby approve the revision to the claim pursuant to Section 6730(b) of Title 21 of the CCR as shown below;

Claim No.	Claimant	Original Allocation	Adjustment +(-)	Revised Allocation
25041003	NCTD			
	Operating	\$12,480,677	(\$248,250)	\$12,232,427
	Capital	\$1,728,018	\$0	\$1,728,018
	Total	\$14,208,695	(\$248,250)	\$13,960,445

2. That the Transportation Committee certifies that the findings set forth in the "Required Findings for North San Diego County Transit Development Board STA Claim" adopted as part of the June 2024 action pursuant to Section 6754 remain in effect; and

3. That the Transportation Committee does hereby instruct the San Diego County Auditor to pay NCTD up to \$13,960,445 from the San Diego Association of Governments STA Fund.

PASSED AND ADOPTED this 18th of October 2024.

Attest:

Chair

Secretary

Member Agencies: Cities of Carlsbad, Chula Vista, Coronado, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, Vista, and County of San Diego.

Advisory Members: California Department of Transportation, Metropolitan Transit System, North County Transit District, Imperial County, U.S. Department of Defense, Port of San Diego, San Diego County Water Authority, Southern California Tribal Chairmen's Association, and Mexico.



401 B Street, Suite 800
San Diego, CA 92101
Phone (619) 699-1900
Fax (619) 699-1905
sandag.org

Resolution No. 2025-06

Resolution Approving the Revision to FY 2024 State Transit Assistance Claim for the North County Transit District

WHEREAS, the North County Transit District (NCTD) has filed a claim amendment for State Transit Assistance (STA) funds up to the revised allocation of \$13,875,077 for FY 2024 pursuant to Section 6730(a) of Title 21 of the California Code of Regulations (CCR); and

WHEREAS, the Transportation Committee has reviewed the claim and finds that the revised claim is in substantial conformance with the provisions of the Transportation Development Act of 1971, as amended, and meets the specific requirements of Section 6754 of Title 21 of the CCR.

NOW THEREFORE BE IT RESOLVED, by the Transportation Committee as follows:

1. That the Transportation Committee does hereby approve the revision to the claim pursuant to Section 6730(b) of Title 21 of the CCR as shown below;

Claim No.	Claimant	Original Allocation	Adjustment +(-)	Revised Allocation
24041003	NCTD			
	Operating	\$8,753,715	(\$823,788)	\$7,929,927
	Capital	\$5,945,150	\$0	\$5,945,150
	Total	\$14,698,865	(\$823,788)	\$13,875,077

2. That the Transportation Committee certifies that the findings set forth in the "Required Findings for North San Diego County Transit Development Board STA Claim" adopted as part of the June 2023 action pursuant to Section 6754 remain in effect; and

3. That the Transportation Committee does hereby instruct the San Diego County Auditor to pay NCTD up to \$13,875,077 from the San Diego Association of Governments STA Fund.

PASSED AND ADOPTED this 18th of October 2024.

Attest:

Chair

Secretary

Member Agencies: Cities of Carlsbad, Chula Vista, Coronado, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, Vista, and County of San Diego.

Advisory Members: California Department of Transportation, Metropolitan Transit System, North County Transit District, Imperial County, U.S. Department of Defense, Port of San Diego, San Diego County Water Authority, Southern California Tribal Chairmen's Association, and Mexico.



401 B Street, Suite 800
San Diego, CA 92101
Phone (619) 699-1900
Fax (619) 699-1905
sandag.org

Resolution No. 2025-07

Resolution Approving the Revision to FY 2024 State Transit Assistance, State of Good Repair Program Claim for the North County Transit District

WHEREAS, the North County Transit District (NCTD) has filed a claim amendment for State Transit Assistance (STA) State of Good Repair (SGR) funds up to the revised allocation of \$1,982,349 for FY 2024 pursuant to Section 6730(a) of Title 21 of the California Code of Regulations (CCR); and

WHEREAS, the Transportation Committee has reviewed the claim and finds that the revised claim is in substantial conformance with the provisions of the Transportation Development Act of 1971, as amended, and meets the specific requirements of Section 6754 of Title 21 of the CCR.

NOW THEREFORE BE IT RESOLVED, by the Transportation Committee as follows:

1. That the Transportation Committee does hereby approve the revision to the claim pursuant to Section 6730(b) of Title 21 of the CCR as shown below;

Claim No.	Claimant	Original Allocation	Adjustment +(-)	Revised Allocation
24041004	NCTD			
	Preventive Maintenance	\$1,916,539	\$65,810	\$1,982,349
	Total	\$1,916,539	\$65,810	\$1,982,349

2. That the Transportation Committee certifies that the findings set forth in the "Required Findings for North San Diego County Transit Development Board STA Statement of Good Repair Claim" adopted as part of the September 2023 action pursuant to Section 6754 remain in effect; and

3. That the Transportation Committee does hereby instruct the San Diego County Auditor to pay NCTD up to \$1,982,349 from the San Diego Association of Governments STA Fund.

PASSED AND ADOPTED this 18th of October 2024.

Attest:

Chair

Secretary

Member Agencies: Cities of Carlsbad, Chula Vista, Coronado, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, Vista, and County of San Diego.

Advisory Members: California Department of Transportation, Metropolitan Transit System, North County Transit District, Imperial County, U.S. Department of Defense, Port of San Diego, San Diego County Water Authority, Southern California Tribal Chairmen's Association, and Mexico.



810 Mission Avenue
Oceanside, CA 92054
(760) 966-6500
(760) 967-2001 (fax)
GoNCTD.com

October 3, 2024

Ms. Dawn Vettese
Chief Financial Officer
San Diego Association of Governments
401 B. Street, Suite 800
San Diego, CA 92101-4231
Sent Via Electronic Mail: dawn.vettese@sandag.org

Re: FY2025 State Transit Assistance (STA) Claim Amendment

Dear Ms. Vettese:

On June 28, 2024, the San Diego Association of Governments (SANDAG) Board of Directors, through Resolution No. 2024-29, approved the allocation of FY2025 State Transit Assistance (STA) funds in the amount of \$14,208,695 to support North County Transit District's (NCTD) capital projects (\$1,728,018) and operating activities (\$12,480,677).

On August 5, 2024, the State Controller's Office revised the STA estimates for FY2025, which resulted in a reduction in funding of \$248,250 for NCTD. As result of the reduced allocation, NCTD is filing an amended FY2025 STA claim in the amount of \$13,960,445, which allocates \$12,232,427 to support operating activities and \$1,728,018 to support NCTD capital projects.

If you have any questions or need additional information, please contact Eun Park-Lynch, Chief Financial Officer, at (760) 967-2858.

Sincerely,

A handwritten signature in black ink, appearing to read "Shawn Donaghy", is written over a light blue horizontal line.

Shawn Donaghy
Chief Executive Officer

Attachment: STA Claim Amendment Form FY2025

cc: Zara Sadeghian, Senior Financial Programming and Project Control
Analyst, SANDAG
Vanessa Leon, Financial Analyst I, SANDAG
Adrian Paniagua, Senior Financial Programming and Project Control Analyst,
SANDAG
Wanbin Jiang, Accountant II, SANDAG
Eun Park-Lynch, Chief Financial Officer, NCTD
Pete Kovacevic, Accounting Manager for Projects and Grants, NCTD

ANNUAL STA CLAIM FORM
FY 2025

A. CLAIMANT: North County Transit District

B. AMOUNT OF CLAIM BY PURPOSE:

	Population Formula (99313)	Revenue Formula (99314)	Total
STA (Original) Claim - May 2024			
Operating Cost	\$9,706,923	\$2,773,754	\$12,480,677
Capital Cost	\$1,728,018		\$1,728,018
Total:	\$11,434,941	\$2,773,754	\$14,208,695
STA (Revised) Claim - August 2024			
Operating Cost	\$9,486,076	\$2,746,351	\$12,232,427
Capital Cost	\$1,728,018		\$1,728,018
Total:	\$11,214,094	\$2,746,351	\$13,960,445

C. CONDITIONS OF APPROVAL:

It is understood by this Claimant that payment of the claim is subject to approval by SANDAG and to such monies on hand and available for distribution, and to the provision that such monies and the interest earned on such monies subsequent to allocation will be used only for the purposes for which the claim is approved and in accordance with the terms of the allocation instructions.

D. AUTHORIZED REPRESENTATIVE/CONTACT



(Signature)

Shawn Donaghy

(Print of type name)

Chief Executive Officer

(Title)

E. PAYMENT RECIPIENT

North County Transit District

(Claimant)

810 Mission Ave.

(Mailing Address)

Oceanside, 92054

(City and zip code)

Eun Park-Lynch

(Name)

Chief Financial Officer

(Title)

August 26, 2024

(Date Signed)

SANDAG USE ONLY:

1. Claim number _____
2. Date Approved _____
3. Resolution No. _____
4. Amount Allocated _____



810 Mission Avenue
Oceanside, CA 92054
(760) 966-6500
(760) 967-2001 (fax)
GoNCTD.com

September 19, 2024

Ms. Dawn Vettese
Chief Financial Officer
San Diego Association of Governments
401 B. Street, Suite 800
San Diego, CA 92101-4231
Sent Via Electronic Mail: dawn.vettese@sandag.org

Re: FY2024 State Transit Assistance (STA) Claim Amendment

Dear Ms. Vettese:

On June 23, 2023, the San Diego Association of Governments (SANDAG) Board of Directors, through Resolution No. 2023-21, approved the allocation of FY2024 State Transit Assistance (STA) funds in the amount of \$14,097,845 to support North County Transit District's (NCTD) capital projects (\$5,942,150) and operating activities (\$8,155,695).

On August 1, 2023, the State Controller's Office revised the STA estimates for FY2024, which resulted in an increase in funding for NCTD in the amount of \$601,020. As result of the increased allocation, NCTD filed an amended FY2024 STA claim in the amount of \$14,698,865, which allocated \$8,753,715 to support operating activities and \$5,945,150 to support NCTD capital projects.

On August 23, 2024, the State Controller's office published the final STA allocations for FY2024, which resulted in a reduction of NCTD's total allocation to \$13,875,077. Attached is the STA Claim Amendment Form for FY2024, which allocates \$7,929,927 to support operating activities and \$5,945,150 to support NCTD capital projects.

If you have any questions or need additional information, please contact Eun Park-Lynch, Chief Financial Officer, at (760) 967-2858.

Sincerely,

A handwritten signature in black ink, appearing to read "Shawn Donaghy", written over a light blue horizontal line.

Shawn Donaghy
Chief Executive Officer

Attachment: STA Claim Amendment Form FY2024

cc: Zara Sadeghian, Senior Financial Programming and Project Control
Analyst, SANDAG
Vanessa Leon, Financial Analyst I, SANDAG
Adrian Paniagua, Senior Financial Programing and Project Control Analyst,
SANDAG
Wanbin Jiang, Accountant II, SANDAG
Eun Park-Lynch, Chief Financial Officer, NCTD
Pete Kovacevic, Accounting Manager for Projects and Grants, NCTD

ANNUAL STA CLAIM FORM AMENDMENT

FY 2024

A. CLAIMANT: North County Transit District

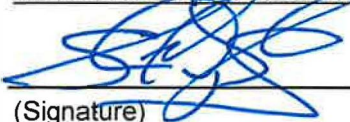
B. AMOUNT OF CLAIM BY PURPOSE:

	Population Formula (99313)	Revenue Formula (99314)	Total
STA (Original) Claim May 2023			
Operating Cost	\$8,155,695		\$8,155,695
Capital Cost	\$3,156,985	\$2,785,165	\$5,942,150
Total:	\$11,312,680	\$2,785,165	\$14,097,845
STA (Revised) Claim August 2023			
Operating Cost	\$8,672,437	\$81,278	\$8,753,715
Capital Cost	\$3,156,985	\$2,788,165	\$5,945,150
Total:	\$11,829,422	\$2,869,443	\$14,698,865
STA (Revised) Claim September 2024			
Operating Cost	\$7,929,927	\$0	\$7,929,927
Capital Cost	\$3,236,522	\$2,708,628	\$5,945,150
Total:	\$11,166,449	\$2,708,628	\$13,875,077

C. CONDITIONS OF APPROVAL:

It is understood by this Claimant that payment of the claim is subject to approval by SANDAG and to such monies on hand and available for distribution, and to the provision that such monies and the interest earned on such monies subsequent to allocation will be used only for the purposes for which the claim is approved and in accordance with the terms of the allocation instructions.

D. AUTHORIZED REPRESENTATIVE/CONTACT



(Signature)

Shawn Donaghy

(Print of type name)

Chief Executive Officer

(Title)

E. PAYMENT RECIPIENT

North County Transit District

(Claimant)

810 Mission Ave.

(Mailing Address)

Oceanside, 92054

(City and zip code)

Eun Park-Lynch

(Name)

Chief Financial Officer

(Title)

September 16, 2024

(Date Signed)

SANDAG USE ONLY:

1. Claim number _____
2. Date Approved _____
3. Resolution No. _____
4. Amount Allocated _____



810 Mission Avenue
Oceanside, CA 92054
(760) 966-6500
(760) 967-2001 (fax)
GoNCTD.com

September 19, 2024

Ms. Dawn Vettese
Chief Financial Officer
San Diego Association of Governments
401 B. Street, Suite 800
San Diego, CA 92101-4231
Sent Via Electronic Mail: dawn.vettese@sandag.org

Re: FY2024 State of Good Repair (SGR) Claim Amendment

Dear Ms. Vettese:

On September 8, 2023, the San Diego Association of Governments (SANDAG) Board of Directors, through Resolution #2024-03, approved the allocation of FY2024 State of Good Repair (SGR) funds in the amount of \$1,916,539 to support North County Transit District's (NCTD) preventative maintenance expenditures.

On August 23, 2024, the State Controller's office published the final SGR allocations for FY2024, which resulted in an increase of NCTD's total allocation to \$1,982,349. Attached is the SGR Claim Amendment Form for FY2024, which allocates \$1,982,349 to support NCTD's preventative maintenance expenditures.

If you have any questions or need additional information, please contact Eun Park-Lynch, Chief Financial Officer, at (760) 967-2858.

Sincerely,

A handwritten signature in black ink, appearing to read "Shawn Donaghy". The signature is fluid and cursive, with a large, stylized 'S' at the beginning.

Shawn Donaghy
Chief Executive Officer

Attachment: SGR Claim Amendment Form FY2024

cc: Zara Sadeghian, Senior Financial Programming and Project Control Analyst, SANDAG
Vanessa Leon, Financial Analyst I, SANDAG
Adrian Paniagua, Senior Financial Programming and Project Control Analyst, SANDAG
Wanbin Jiang, Accountant II, SANDAG
Eun Park-Lynch, Chief Financial Officer, NCTD
Pete Kovacevic, Accounting Manager for Projects and Grants, NCTD


STA-SGR CLAIM AMENDMENT FORMFY 2024A. CLAIMANT: North County Transit DistrictB. AMOUNT OF CLAIM BY PURPOSE:

	Population Formula (99313)	Revenue Formula (99314)	Total
STA-SGR (Original) Claim August 2023			
Preventative Maintenance	\$1,542,401	\$374,138	\$1,916,539
Capital Cost	\$0	\$0	\$0
Total:	<u>\$1,542,401</u>	<u>\$374,138</u>	<u>\$1,916,539</u>
STA-SGR (Revised) Claim September 2024			
Preventative Maintenance	\$1,594,205	\$388,144	\$1,982,349
Capital Cost	\$0	\$0	\$0
Total:	<u>\$1,594,205</u>	<u>\$388,144</u>	<u>\$1,982,349</u>

C. CONDITIONS OF APPROVAL:

It is understood by this Claimant that payment of the claim is subject to approval by SANDAG and to such monies on hand and available for distribution, and to the provision that such monies and the interest earned on such monies subsequent to allocation will be used only for the purposes for which the claim is approved and in accordance with the terms of the allocation instructions.

D. AUTHORIZED REPRESENTATIVE/CONTACT


(Signature)
Shawn Donaghy
(Print of type name)
Chief Executive Officer
(Title)

E. PAYMENT RECIPIENT

North County Transit District
(Claimant)
810 Mission Ave.
(Mailing Address)
Oceanside, 92054
(City and zip code)
Eun Park-Lynch
(Name)
Chief Financial Officer
(Title)
September 16, 2024
(Date Signed)

SANDAG USE ONLY:

1. Claim number _____
2. Date Approved _____
3. Resolution No. _____
4. Amount Allocated _____

October 18, 2024

Master Fund Transfer Agreement with Caltrans

Overview

The Caltrans Master Fund Transfer Agreement (MFTA) is a comprehensive guide for managing federal and state-funded transportation planning projects under an Overall Work Program (OWP) Agreement. It details the administrative procedures for initiating and amending project-specific agreements, outlines the types of costs that are eligible for funding, and describes the payment process. The document also establishes general provisions regarding funding, audits, reporting, and compliance with state and federal law.

All MPOs are required by Caltrans to replace their current ten-year agreements that expire December 31, 2024. This agreement covers the use of federal and state funds, effective January 1, 2025, through December 31, 2034.

Key Considerations

OWP Projects that are funded with state funds, or federal funds that are passed through by the state, require an MFTA for the state to reimburse SANDAG. Caltrans has requested that all MPOs submit a board resolution clearly authorizing the 2025 MFTA no later than November 15, 2024, at which point Caltrans will send the final MFTA for execution.

Next Steps

Upon recommendation by the Transportation Committee, the proposed resolution would be presented to the Board of Directors for adoption at a future meeting.

Susan Huntington, Director of Financial Planning, Budgets & Grants

Attachments: 1. Board Resolution No. 2025-08
 2. Draft 2025 MFTA

Action: **Recommend**

The Transportation Committee is asked to recommend that the Board of Directors adopt Resolution No. 2025-08, authorizing the Chief Financial Officer to execute the Master Fund Transfer Agreement with Caltrans in substantially the same form as Attachment 2.

Fiscal Impact:

The MFTA enables SANDAG to continue accessing and utilizing federal and state funds, providing a structure for their effective and efficient use. It establishes a framework for strategic financial management.

Schedule/Scope Impact:

By renewing this agreement, SANDAG ensures that projects remain eligible for federal and state funding, thereby avoiding any funding disruptions. This renewal enables the optimal utilization of funds, greatly benefiting regional projects and maximizing their impact.



401 B Street, Suite 800
San Diego, CA 92101
Phone (619) 699-1900
Fax (619) 699-1905
sandag.org

Resolution No. 2025-08

Authorizing the Execution of the Master Fund Transfer Agreement for the Period of January 1, 2025, to December 31, 2034

WHEREAS, the San Diego Association of Governments (SANDAG) has been designated by the State of California as the MPO for the San Diego Region; and

WHEREAS, SANDAG receives federal and state funding administered by the California Department of Transportation, Office of Regional and Community Planning; and

WHEREAS, the California Department of Transportation, Office of Regional and Community Planning, which administers the funds detailed in the Master Fund Transfer Agreement (MFTA), requires the execution of a Master Fund Transfer Agreement authorized by a resolution from the governing board of a local or regional agency; and

WHEREAS, SANDAG is an eligible recipient of federal, state, and local funding; and

WHEREAS, the Chief Executive Officer (CEO), Chief Financial Officer (CFO), and those with delegated authority is authorized to enter into contracts for grants awarded from federal, state, and local funding; and

WHEREAS, SANDAG intends to delegate the authority to execute any agreements and amendments to the CEO, CFO, and allow the CEO to further delegate signature authority as appropriate to maintain business continuity; and

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of SANDAG hereby:

1. Authorizes the CFO or their designee to execute the Master Fund Transfer Agreement (MFTA) with the California Department of Transportation;
2. Agrees to comply with all conditions and requirements outlined in the MFTA, as well as applicable statutes, regulations, and guidelines for all state and federal funds administered by the California Department of Transportation, Office of Regional and Community Planning;
3. Authorizes the CEO, CFO, or their designee to undertake any further actions necessary to implement the MFTA, including executing amendments and other documents requiring the signature of an official representative of SANDAG.

PASSED AND ADOPTED this 25th of October 2024.

Attest:

Chair

Secretary

Member Agencies: Cities of Carlsbad, Chula Vista, Coronado, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, Vista, and County of San Diego.

Advisory Members: California Department of Transportation, Metropolitan Transit System, North County Transit District, Imperial County, U.S. Department of Defense, Port of San Diego, San Diego County Water Authority, Southern California Tribal Chairmen’s Association, and Mexico.

DRAFT

**STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION
DIVISION OF TRANSPORTATION PLANNING
MASTER FUND TRANSFER AGREEMENT**

Recipient: San Diego Association of Governments a Metropolitan Planning Organization (MPO)

Effective Date of this Agreement: January 1, 2025

Termination Date of this Agreement: December 31, 2034

FUND SOURCES COVERED BY THIS AGREEMENT MAY INCLUDE ALL OR SOME OF THE FOLLOWING FUND SOURCES AS IDENTIFIED IN EACH ANNUAL OVERALL WORK PROGRAM AGREEMENT

- ◆ Federal Highway Administration (FHWA)--Metropolitan Planning (PL)
- ◆ FHWA State Planning and Research (SPR)--Partnership Planning
- ◆ Federal Transit Administration (FTA)--Metropolitan Planning Section 5303
- ◆ FTA State Planning and Research--Section 5304
- ◆ State Highway Account (SHA)
- ◆ State Rural Planning Assistance (RPA)
- ◆ Road Maintenance and Rehabilitation Account (RMRA)
- ◆ Any other Federal or State funds administered by and through the California Department of Transportation, Office of Regional and Community Planning

This Master Fund Transfer Agreement (MFTA), effective as of the date set forth above, is by and between the signatory public entity identified above, hereinafter referred to as MPO [as authorized in section 134 of Title 23 of the United States Code (23 USC Section 134), section 450.104 of the Code of Federal Regulations (23 CFR section 450.104), and Part 200 of Title 2 of the Code of Federal Regulations (2 CFR Part 200)], and the State of California, acting by and through its Department of Transportation, hereinafter referred to as STATE. This MFTA supersedes all previous Master Fund Transfer Agreements issued to MPO by STATE for all these types of funds.

RECITALS

- A. These funds may include, without limitation, federal Consolidated Planning Grants, and any other Federal or State funds administered by and through the Department of Transportation, Office of Regional and Community Planning.

Consolidated Planning Grants consist of four federal funding types and sources: (i) FHWA

Metropolitan Planning (PL); (ii) FTA Metropolitan Planning (Section 5303), both of which are annually allocated to MPOs; (iii) FHWA State Planning and Research-Partnership Planning (SPR); and (iv) FTA State Planning and Research (Section 5304), the last two of which are discretionary grants awarded through a grant application solicitation process.

The State funds administered by the Office of Regional and Community Planning include but are not limited to: (i) State Rural Planning Assistance, (ii) State Highway Account (SHA); and (iii) Road Maintenance and Rehabilitation Account (RMRA) funds.

- B. Upon appropriation of funds and pursuant to Public Utilities Code (PUC) sections 99311 and 99311.1, STATE is required to pass-through Federal and State funds made available for transportation planning purposes to entities qualified to act as recipients of these funds in accordance with the intent of law and policy.
- C. STATE is also required to encumber Federal and State funds made available for planning purposes to entities qualified to act as recipients of these Federal and State funds in accordance with the intent of law and policy.
- D. STATE agrees to notify MPO annually in writing of the anticipated level of State and Federal Planning funds that may be available to MPO for each subsequent year's approved Overall Work Program, hereinafter referred to as OWP.
- E. STATE has prepared this MFTA, which hereby, together with the annual OWP and annual Overall Work Program Agreement, hereinafter referred to as the annual OWPA, found in APPENDIX A, set forth the entire terms and conditions under which these funds are to be expended by MPO for the fiscal year period of that annual OWP and annual OWPA.
- F. The provisions set forth in this MFTA shall only apply to funds administered in whole or in part through this agreement. No provisions of this MFTA shall extend to or govern the use of funds that are not allocated or transferred under this agreement.

ARTICLE 1-PROGRAM ADMINISTRATION

Section 1. Overall Work Program and Overall Work Program Agreement

- A. MPO agrees to develop and submit an annual draft OWP, in compliance with 23 CFR 420, 23 CFR 450, and FTA Circular 8100.1D, for approval by STATE, FTA and FHWA, as applicable. This submittal, due no later than each March 1, shall describe MPO's next fiscal year transportation planning program (fiscal year refers to the State fiscal year of July 1 to June 30).
- B. Each annual OWP and OWPA will expressly adopt and incorporate the terms and conditions of this MFTA by reference.
- C. MPO shall be responsible for the complete performance of the work contained in each OWP. All work shall be accomplished in accordance with applicable provisions of State and Federal law.

- D. MPO will annually include a signed "FHWA and FTA Metropolitan Transportation Planning Process Self-Certification" form, a signed FTA "Certifications and Assurances for FTA Assistance" form (refer to Article IV, Section 1), a signed "California Department of Transportation Debarment and Suspension" form, and a signed "Disclosure of Lobbying Activities" form in each annual OWP (APPENDIX E).
- E. The annual OWPA is the approved OWP encumbrance document. Disbursement of funds by STATE will occur only after the execution of this MFTA; approval of the annual OWP by STATE, the FTA and FHWA; and execution of the annual OWPA. Funds will not be encumbered or reimbursed by STATE to MPO until the annual OWPA has been executed and the State Budget for that fiscal year has been passed.
- F. No funds of any nature are allocated or encumbered in this MFTA unless included in an adopted and approved OWP by means of an approved and fully executed annual OWPA or OWPA amendment. Costs incurred by MPO prior to OWP approval or conditional approval are incurred at MPO's risk and will not be reimbursed until State and Federal approval.
- G. MPO shall request and obtain from the STATE the final annual allocation amount for FHWA PL and FTA 5303. MPO is encouraged to program the full annual allocation amount by means of an approved and fully executed OWP/A amendment, no later than May 1 of each fiscal year. Funds not programmed by MPO for that fiscal year will lose Obligation Authority (OA) and be subject to Federal rescission. MPO will not be able to use the unprogrammed OA prior to submitting a justification to STATE and obtaining approval from both STATE and the Department of Transportation, Office of Federal Resources.
- H. MPO agrees to satisfactorily complete all work element tasks, projects, and products as described in each approved annual OWP financed with State or Federal funds and encumbered by STATE via the annual OWPA.
- I. MPO will identify in sufficient detail to indicate who (e.g., State, MPO, public transit operator, local government, or consultant) will complete the activities and products in the OWP work elements, including all work that is to be completed through a third-party contract and funded, in whole or in part, under the terms and conditions of this Agreement.
- J. STATE agrees to pass-through available funds and to reimburse allowable costs incurred in executing the tasks, projects, and products specified in the annually approved OWP funded from State and Federal sources and will be encumbered by STATE.
- K. Only work performed during the term of, and consistent with, the work elements in the OWP may be reimbursed. Reimbursements are based upon the fiscal year, July 1 to June 30. All work performed after the end of each fiscal year (June 30) is subject to the approved OWP and annual OWPA for that corresponding fiscal year and reimbursed from the corresponding fiscal year budgeted funds.
- L. MPO may incur costs against its approved annual OWP and may submit Requests for Reimbursement with the understanding that STATE is unable to approve any payments for

reimbursement until such time as funds are included in that fiscal year's annual State Budget which is passed by the Legislature and signed by the Governor.

- M. MPO shall use non-federal funds to finance the local share of eligible costs to ensure compliance with all applicable matching requirements for federal funds described in this MFTA and encumbered against the annual OWPA. Credit for local match will be allowed only for work performed during the approved term of each annual OWPA. Third-party "in-kind" contributions are allowed as local match, in accordance with the provisions of 23 CFR 420.119 and 2 CFR 200.306.
- N. MPO further agrees to ensure that amendments to a previously approved OWP and annual OWPA are adopted by the MPO Board of Directors and subsequently approved by STATE, FTA, and FHWA, as applicable, prior to initiating any work identified in those amendments; however, MPO is not required to pause work that was previously authorized. Changes requiring amendments generally include adding, deleting, or revising a work element; adding funds to or deleting funds from a work element; incorporating carryover funds; or altering the scope of work. Administrative amendments are not required to be adopted by the MPO Board of Directors. If a work element or project cannot be completed as originally approved, MPO will report this in its Quarterly Progress and Expenditure Report and must amend the OWP/annual OWPA accordingly. Amendments to the OWP and annual OWPA must be submitted to STATE and be fully executed no later than May 1 each year. Through administrative amendment, MPO will notify STATE via mail or electronic mail of administrative OWP changes that do not affect overall funding, scope of work, or project schedule.
- O. MPO acknowledges and agrees that MPO is the sole control and manager of the work proposed in the OWP and is solely responsible for complying with the funding and use restrictions established by State and Federal law and this MFTA.
- P. MPO shall be free to copyright the material developed under work items identified in the OWP provided that STATE and FHWA/FTA, as applicable, reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and authorize others to use, that work for government purposes.

Section 2. Quarterly Progress and Expenditure Reports

- A. MPO agrees to submit to STATE, no later than thirty (30) calendar days after the close of each of the first three quarters, Quarterly Progress and Expenditure Reports that include all work elements for transportation planning tasks, projects, and products funded wholly or in part by any of the fund sources listed in the "Recitals" section of this MFTA. MPO agrees to submit to STATE the Quarterly Progress and Expenditure Report for each fourth quarter no later than sixty (60) calendar days after the close of the quarter. STATE may withhold payment of the final Request for Reimbursement submitted pending the submission of the fourth quarter Quarterly Progress and Expenditure Report.

In accordance with the latest adopted Regional Planning Handbook, Quarterly Progress and

Expenditure Reports submitted to STATE will identify all projects by work element number and title and shall contain, at a minimum the following:

- A brief narrative describing work progress, progress in adhering to schedules, and schedule changes;
- A list of tasks and products completed during the quarter;
- Percent comparison of actual performance with work element-level goals and deliverables;
- Status of expenditures by work element, funding source, and type, in a format compatible with the work program, including a comparison of budgeted (approved) amounts and actual costs incurred;
- Other pertinent supporting information, such as major products, challenges, etc.

- B. STATE reserves the right to deem incomplete any Quarterly Progress and Expenditure Report that does not sufficiently document the above-required information and may withhold payment of Requests for Reimbursement submitted pending the submission of required documentation.

ARTICLE II - ALLOWABLE COSTS AND REIMBURSEMENT

Section 1. Requests for Reimbursement

- A. Requests for Reimbursement must conform to either subpart 1 or subpart 2 hereinbelow for the entire State fiscal year:

1. MPO shall prepare and electronically submit to STATE, not more frequently than once a month, but at least quarterly, one signed Request for Reimbursement of actual allowable costs incurred and paid (expended) by MPO consistent with work elements described in the OWP (conforming to the format provided in APPENDIX B) and including the information required in part B of this section. The amount billed per each work element is not to exceed the total amount authorized for that work element in the OWP. Each expenditure by work element must meet the minimum required or contracted local match, if applicable, on every Request for Reimbursement. Reimbursements under this MFTA will be allowed if based upon actual costs expended and supported by MPO's accounting system. MPO must not only have incurred the allowable project cost on or after the effective date of the annual OWPA and on or before its termination date but must also have paid those expenses.
2. MPO shall prepare and electronically submit to STATE, not more frequently than once a month, but at least quarterly, one signed Request for Reimbursement of actual allowable costs incurred by MPO. This submission must be consistent with work elements described in the OWP (conforming to the format provided in APPENDIX B) and include the information required in part B of this section. The amount billed per each work element is not to exceed the total amount authorized for that work element in the OWP. Each expenditure by work element must meet the minimum required or contracted local match, if applicable, on every Request for Reimbursement. Reimbursements under this MFTA will be allowed if based upon actual costs incurred and supported by the MPO accounting

system. The MPO accounting system must adhere to Generally Accepted Accounting Principles. This adherence enables the determination of allowable incurred costs by accruing due to the costs billed to the MPO and recognized by the MPO as valid, undisputed, due, and payable.

3. By submitting accrued but unpaid costs for reimbursement, MPO agrees that within ten (10) working days of receipt of STATE's reimbursement, the full amount of all cost items submitted as reimbursable accrued costs shall be paid to each billing entity. Any reimbursed accrued cost not paid within this ten (10) working day grace period shall accrue interest payable to STATE at the then present interest rate established by the State Treasurer's Pooled Money Investment Account. Interest incurred must be timely remitted to STATE. Reimbursed incurred costs not paid to the billing entities by MPO within forty-five (45) days of MPO's receipt of STATE's reimbursement will thereafter be deemed unallowable. All unallowable costs must be immediately remitted to STATE. MPO agrees to submit a revised Disadvantage Business Enterprises Utilization Report (ADM 3069) as soon as reimbursement occurs.

If MPO is found, through audit or other means, not to have paid a billing entity its invoiced sums then owed within the ten (10) working day grace period, MPO must immediately revert to the reimbursement process described in subpart 1 above.

- B. In order to receive reimbursements, MPO agrees to furnish with each billing, at a minimum, the information provided for in APPENDIX B3, a detailed financial management system report from the MPO accounting system which denotes those reimbursable costs, as well as those used for local match, were either expended or incurred, as applicable.
- C. STATE agrees to make reimbursements to MPO, in conformance with Federal regulations, as promptly as STATE fiscal procedures will permit upon the receipt of a signed and electronically submitted Request for Reimbursement (conforming to the format provided in APPENDIX B) that includes all required information, as applicable, (conforming to the format in section B) of actual allowable costs incurred for the period of time covered by that Request for Reimbursement. Incomplete or inaccurate requests for reimbursement shall be returned to MPO unapproved for correction as soon as errors are discovered.
- D. No State and/or Federal funds administered under this MFTA will be dispersed on the advance basis defined in 2 CFR 200.305.

Section 2. Travel and Per Diem Reimbursement

- A. Payments to MPO for travel and subsistence (per diem) expenses of MPO staff and its contractors and subcontractors claimed for reimbursement using funds administered through this Agreement or as local match credit shall not exceed rates authorized to be paid non-state employees under current State Department of Human Resources (CalHR) rules unless written verification is supplied that government hotel rates are not commercially available to MPO, or its contractors, its subcontractors, and/or its subrecipients, at the time and location required as specified in the California Department of Transportation's Travel Guide Exception Process. The requirements of

this section shall only apply to direct project costs and do not extend to indirect costs allocated through a federally approved Indirect Cost Rate Proposal.

Section 3. Final Request for Reimbursement and OWP Closeout Documentation

- A. MPO shall electronically submit an OWP/annual OWPA closeout documentation package and OWP final products to STATE no later than August 31st of each fiscal year. The closeout package shall conform to the format provided in APPENDIX C.
- B. The closeout package must be attached to a transmittal letter, typed on MPO letterhead. Failure to submit these documents by August 31st of each fiscal year may result in STATE withholding future apportionments and/or allocations to MPO. STATE election not to withhold future apportionments and/or allocations immediately after the end of one fiscal year shall not limit STATE ability to initiate subsequent withholdings.
- C. Upon receipt of the required closeout documentation and OWP final products, STATE will issue a reconciliation letter to MPO stating the amount of unspent funds available to be carried over to the subsequent year's OWP. MPO may amend some or all of these funds into the OWPA only upon signature of the reconciliation letter by the MPO executive director or his or her appointee, and submittal of the signed letter to STATE. Any funds that are identified in the reconciliation letter, but not programmed by May 1 each year in which the letter is issued, will be forfeited.

Section 4. Funding Contingencies

- A. All obligations of STATE under the terms of the MFTA and each annual OWPA are subject to the availability of Federal and State funds, appropriation of resources by the Legislature, and the annual passage of the State Budget. The authorization and obligation of these funds by outside entities may be terminated, limited or otherwise adversely affected by factors which may include, but are not limited to, changes in State or Federal law regarding the encumbrance and reimbursement of the funds provided by each annual OWPA and this MFTA.

ARTICLE III - AUDITS AND REPORTS

Section 1. Cost Principles

- A. MPO agrees to comply with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200), as applicable.
- B. MPO agrees, and will require that its contractors, subcontractors, and subrecipients be obligated to agree, that (a) the Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items (subrecipients shall refer to, 2 CFR Part 200); and (b) all parties shall comply with Federal administrative procedures in accordance with 2 CFR Part 200. Every sub-recipient receiving project funds as a contractor, subcontractor, or sub-grantee under this MFTA shall comply with Federal administrative procedures in accordance with 2 CFR Part 200.

- C. MPO agrees and shall require that all of its agreements with contractors, subcontractors, and subrecipients funded in whole or in part with funds administered through this MFTA contain provisions requiring adherence to this section in its entirety, as applicable.

Section 2. Indirect Cost Agreement and Cost Allocation Plan (ICAP)

- A. Prior to MPO seeking reimbursement of indirect costs, MPO must prepare and submit annually to STATE for review and acceptance an indirect cost rate proposal and a central service cost allocation plan (if any) in accordance with 2 CFR, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or applicable cost principles and Local Program Procedures Manual (Chapter 5).
- B. Prior to MPO seeking reimbursement of subrecipient indirect costs, and when subrecipient cognizant federal agency, as defined in 2 CFR part 200, is USDOT and/or STATE, MPO agrees and will require subrecipient to comply with section 2A.
- C. Prior to MPO seeking reimbursement of subrecipient indirect costs, and when subrecipient ICAP is approved by a cognizant federal agency other than USDOT, MPO agrees and will require subrecipient to submit to STATE a copy of the cognizant agency approval, the approved proposal, plan, subsidiary worksheets, and other relevant data on an annual basis as evidence of the approval.
- D. If a submitted ICAP does not meet the requirements of 2 CFR Part 200, and is determined to be insufficient, STATE will advise MPO of additional documentation or changes needed to meet Federal and State requirements. MPO agrees to provide requested documentation or required changes, and if MPO is non-compliant the submissions may be returned to MPO if requested documentation is not provided or required changes are not made.
- E. Material audit adjustments will require reimbursement to STATE or adjustment to subsequent years ICAPs if proposals are later found to have included costs that are unallowable as specified by law or regulation, or the terms and conditions of this MFTA.
- F. MPO agrees and shall require that all its agreements with subrecipients funded in whole or in part with funds administered through this MFTA contain provisions requiring adherence to this section in its entirety, as applicable.

Section 3. Record Retention/Audits

- A. MPO, its contractors, subcontractors and sub-recipients, agree to comply with Title 2, Code of Federal Regulations (CFR), Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. MPO shall maintain, and shall require its subrecipients, contractors and its subcontractors to maintain all source documents, books, records and supporting documents connected with their performance of OWP work initiated under this MFTA and each applicable annual OWPA for a minimum of five (5) years from the date of final payment to MPO or, if an audit is initiated within that timeframe, until audit resolution is achieved for each annual OWPA, whichever is later, and shall make all such supporting

information available for inspection, copying and audit by representatives of STATE, the California State Auditor, or the Federal Government upon request. Copies will be made and furnished by MPO, its contractors, its subcontractors and sub-recipients upon request made by STATE or its agents at no cost to STATE. Scanned original documents in electronic form are suitable to meet this requirement.

- B. MPO shall establish and maintain, and shall require that its subrecipients, contractors and subcontractors shall establish and maintain, an accounting system conforming to Generally Accepted Accounting Principles (GAAP) to support Requests for Reimbursement which segregate and accumulate the costs of work elements by line item (i.e. direct labor, other direct costs, subrecipients/subcontractor, etc.) and enable the determination of expenditures at interim points of completion, and provide support for reimbursement payment vouchers or invoices.
- C. For the purpose of determining compliance with Government Code Section 8546.7, in connection with the performance of MPO contracts and/or agreements with third parties, MPO, MPO subrecipients, contractors, and subcontractors which are funded in whole or in part with the funds administered through the this MFTA, shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts and/or agreements, including, but not limited to, the costs of administering those various contracts and/or agreements. All the above referenced parties shall make such contracts and/or agreements available at their respective offices at all reasonable times during the entire period of each annual OWPA and for five (5) years from the date of final payment to MPO or, if an audit is initiated within that timeframe, until audit resolution is achieved for each annual OWPA, whichever is later. STATE, the California State Auditor, or any duly authorized representative of STATE or the United States Department of Transportation, shall each have access to any books, records, and documents that are pertinent to the fulfillment of the contracts/ and/or agreements for audits, examinations, excerpts, and transactions, and MPO shall furnish copies thereof if requested.
- D. Where applicable, MPO agrees to comply with audit requirements for third party contractors, subcontractor and subrecipients in accordance with STATE Local Assistance Procedure Manual, Chapter 10 or any successor thereto.
- E. MPO agrees to include all costs associated with this MFTA, OWP and annual OWPA, and any amendments thereto; to be examined in the annual audit and in the schedule of activities to be examined under MPO single audit prepared in compliance with 2 CFR Part 200, subpart F. MPO is responsible for assuring that the Single Auditor has reviewed the requirements of this MFTA, the OWP and the annual OWPA. Copies of said audits shall be submitted to STATE.
- F. When conducting an audit of the costs and match credits claimed under the provisions of each annual OWPA and this MFTA, STATE will rely to the maximum extent possible on any prior audit of MPO pursuant to the provisions of State and Federal law. In the absence of such an audit, work of other auditors will be relied upon to the extent that work is acceptable to STATE when planning and conducting additional audits.
- G. MPO agrees to furnish documentation to STATE supporting this requirement that all its

agreements with contractors, subcontractors, and subrecipients funded in whole or in part with funds administered through this MFTA do contain provisions requiring adherence to this section in its entirety, as applicable.

- H. Neither the pendency of a dispute nor its consideration by STATE will excuse MPO from full and timely performance in accordance with the terms of this MFTA, the OWP, and the annual OWPA.

ARTICLE IV - MISCELLANEOUS PROVISIONS

Section 1. Federal Certifications and Assurances

- A. MPO shall comply with the FHWA "Metropolitan Transportation Planning Process Self-Certification" requirements in accordance with 23 CFR 450.334 and the Infrastructure Investment and Jobs Act (IIJA) Public Law 117-58) and the successors thereto. This certification is provided annually by FHWA and FTA. It may include, but is not limited to:
- I. 23 U.S.C. 134, 49 U.S.C. 5303, and subpart C of 23 part 450;
 - II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
 - III. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1 and 49 CFR Part 21;
 - IV. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
 - V. Section 1101 (b) of the FAST Act (Pub. L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
 - VI. 23 CFR Part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
 - VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
 - VIII. The Older Americans Act, as amended (42 U.S.C. 6101, prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
 - IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and

- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.
 - B. MPO shall comply with the annual FTA "Certifications and Assurances for FTA Assistance," including "Certifications and Assurances Required of Each Applicant" and the "Lobbying Certification" in compliance with 49 U.S.C. Chapter 53; published annually in the *Federal Register*, and found online at <https://www.transit.dot.gov>.
- The Federal Certification may include, but is not limited to the following areas under "Assurances Required of Each Applicant:"
- 1. Standard Assurances
 - 2. Standard Assurances: Additional Assurance for Construction Projects
 - 3. Procurement
 - 4. Suspension and Debarment
 - 5. Coronavirus Response and Relief Supplemental Appropriations Act, 2021, and CARES Act Funding
 - 6. American Rescue Plan Act Funding
- C. MPO shall comply with the "California Department of Transportation Debarment and Suspension Certification" as required by U.S. DOT regulations on governmentwide Debarment and Suspension (non-procurement), 49 CFR 29.100.
 - D. Copies of these annual Certifications and Assurances shall be included by MPO in each final OWP.
 - E. MPO shall comply, and shall require its contractors, subcontractors, and subrecipients receiving funds or entering into agreements funded in whole or in part with funds administered through this MFTA, to comply, with these Certifications.
 - F. MPO agrees to furnish documentation to STATE to support this requirement that all its agreements with contractors, subrecipients and subcontractors funded in whole or in part with funds administered through this MFTA, do contain provisions requiring adherence to this section in its entirety, as applicable.

Section 2. Disadvantaged Business Enterprise (DBE) Requirements

- A. As mandated by 49 CFR Part 26, MPO shall require that its contractors, subcontractors, and subrecipients do not discriminate on the basis of race, color, national origin, or sex in the award, administration, and performance of any FHWA/FTA fund-assisted contract or in the

administration of MPO DBE program.

- B. MPO DBE program, as required by 49 CFR Part 26 and as approved by STATE, is incorporated by reference into this MFTA. Implementation of this program is a legal obligation and any failure by MPO to adhere to its terms shall be treated as a violation of this MFTA. Upon notification to the recipient of its failure to carry out its approved program, the US DOT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 et seq. and 49 CFR Part 26.13(a).
- C. As required by 49 CFR part 26, the contract language in APPENDIX D relating to DBE requirements must be incorporated into all contracts funded in whole or in part with funds authorized in this Agreement.

Section 3. Non-Discrimination Clause

- A. In the performance of work undertaken pursuant to this MFTA, the MPO and its subcontractors shall not deny the contract's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, reproductive health decisionmaking, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. MPO shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.
- B. MPO shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.), the regulations promulgated thereunder (California Code of Regulations, Title 2, Section 11000 et seq.), the provisions of Article 9.5 Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Government Code, Section 11135-11139.8), and the regulations or standards adopted by the awarding state agency to implement such article. The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this MFTA by reference and made a part hereof as if set forth in full.
- C. MPO shall permit access by representatives of the Civil Rights Department and STATE upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or STATE shall require to ascertain compliance with this clause.
- D. MPO and MPO's contractors, subcontractors, and/or subrecipients shall give written notice of their obligations under this clause to labor organizations with which they have collective bargaining or other labor agreements.

- E. MPO shall include the non-discrimination and compliance provisions hereof in all agreements with its sub-recipients, contractors, and subcontractors, and shall include a requirement in all agreements with all of same that each of them in turn include a nondiscrimination and compliance provisions of this clause in all contracts and subcontracts the enter into to perform work under this MFTA.
- F. MPO shall comply with the nondiscrimination program requirements of Title VI of the Civil Rights Act of 1964. Accordingly, 49 CFR Part 21, and 23 CFR Part 200 are made applicable to this MFTA by this reference. Wherever the term "Contractor" appears therein, it shall mean MPO.

Section 4. Federal Lobbying Activities Certification

- A. MPO certifies, to the best of its knowledge and belief, that no State or Federal funds have been paid or will be paid, by or on behalf of MPO, to any person for influencing or attempting to influence an officer or employee of any State or Federal agency, a Member of the State Legislature or United States Congress, an officer or employee of the Legislature or Congress, or any employee of a Member of the Legislature or Congress in connection with the awarding of any State or Federal contract, the making of any State or Federal grant, the making of any State or Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any State or Federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than State or Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, MPO shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities" in accordance with those form instructions.
- C. This certification is a material representation of fact upon which reliance was placed when this MFTA and each annual OWPA was entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- D. MPO also agrees by signing this MFTA that MPO shall require that the language of this certification be included in all contracts and subcontracts funded wholly or in part by any fund sources listed on Page 1 of this MFTA and which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

ARTICLE V - GENERAL PROVISIONS

Section 1. Contract Award

- A. MPO, contractor, subcontractor and subrecipient contracts containing Federal and State planning funds are required to be bid and awarded in accordance with 2 CFR Part 200, and consistent with Local Assistance Procedure Manual, Chapter 10, or successors thereto as applicable. The requirements of this section apply to direct project costs and shall not apply to contracts included in MPO's federally approved Indirect Cost Rate Proposals.

Section 2. Contract Amendment

- A. No amendments to the terms of this MFTA, any OWP or any annual OWPA shall be valid unless made in writing and signed by the individuals legally authorized to contractually bind the parties hereto. Each party agrees that it has had or will have the opportunity to seek review by and approval from its legal counsel of the original documents and any proposed alteration or variation. No oral understanding or agreement not incorporated herein shall be binding on any of the parties thereto. For the purposes of this MFTA, the Chief of the Office of Regional and Community Planning, Division of Transportation Planning, shall be the Contract Administrator for STATE.

Section 3. Adjudication of Disputes by Way of Administrative Proceedings

- A. STATE hereby sets up an Administrative Procedure for adjudication of disputes that may arise when administering the program as defined by the terms and conditions of this Agreement.

MPO agrees to exhaust the administrative remedy prior to resorting to legal remedies. In case of disputes with STATE, MPO shall submit to the Chief of the Division of Transportation Planning, CALTRANS (DC PLANNING) or designee a written demand for a decision regarding the disposition of any dispute, arising under this Agreement. The DC PLANNING shall make a written decision regarding the dispute and will provide it to the MPO. The MPO shall have an opportunity to challenge the DC PLANNING determination but must make that challenge in writing, within ten (10) working days to the STATE Contract Officer or his/her designee. If the challenge is not made by MPO within the ten (10) day period, the DC PLANNING decision shall become the final decision of the STATE. If such a challenge is made, the DC PLANNING and MPO shall submit written, factual information and data in support of their respective positions to STATE Contract Officer within a timeframe established by the MPO at the time of challenge. The decision of the STATE Contract Officer or his/her designee shall be final, conclusive and binding regarding the dispute, unless MPO commences an action in court of competent jurisdiction to contest the decision in accordance with Division 3.6 of Title 1 of the California Government Code.

Section 4. Intercept Clause

- A. Costs for which MPO receives reimbursement payment that are determined by a subsequent audit or other review by either STATE or Federal authorities to be unallowable under 2 CFR, part 200; or 48 CFR, Chapter 1, Part 31 are to be repaid to STATE by MPO within thirty (30) days of MPO receiving notice of audit findings. Should MPO fail to reimburse moneys due STATE within thirty (30) days of discovery or demand, or within such other period as may be agreed in writing between the Parties hereto, STATE is authorized to intercept and withhold future payments due

to MPO from STATE or any third-party source, including, but not limited to, the State Treasurer, the State Controller or any other fund source.

Section 5. Parties of Agreement

- A. This MFTA, OWP, annual OWPA, and any related agreements are solely between the named parties thereto and no express or implied benefit to entities or individuals not a party thereto is intended or to be inferred. There are no third-party beneficiaries to or of this MFTA or any OWP, or annual OWPA or any other agreement pertaining hereto.

Section 6. Hold Harmless and Indemnification Clause

- A. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by MPO, its officers, employees, agents, contractors, sub-recipients, or subcontractors under or in connection with any work, authority or jurisdiction conferred upon MPO under this MFTA and/or each annual OWPA. It is understood and agreed that, pursuant to Government Code section 895.4, MPO shall fully defend, indemnify and hold harmless STATE and its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortuous, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by MPO, its officers, employees, agents, contractors, sub-recipients or subcontractors under this MFTA and each annual OWPA.
- B. Neither MPO nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by STATE, its officers, employees, agents, contractors, subrecipients, or subcontractors under or in connection with any work, authority, or jurisdiction conferred upon to STATE under this MFTA. It is understood and agreed that pursuant to Government Code section 895.4, STATE shall fully defend, indemnify and hold harmless MPO, its officers and employees from all claims, suits, or actions of every name, kind and description brought forth under, including, but not limited to, tortuous, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE, its officers, employees, agents, contractors, sub-recipients or subcontractors under this MFTA.

Section 7. Default

- A. In the event that MPO (a) fails to comply with applicable Federal and State laws and regulations; (b) fails to timely proceed with OWP in accordance with the MFTA or OWPA; or (c) otherwise materially violates the terms and conditions of this MFTA and/or OWPA, STATE reserves the right to terminate all funding for that OWP, or a portion thereof. Any such termination shall be accomplished by delivery to MPO of a Notice of Termination, which notice shall become effective not less than thirty (30) days after receipt specifying the reason for the termination, the extent to which funding of work under this MFTA is terminated and the date upon which such termination becomes effective. During the period before the termination date becomes effective, MPO and

STATE shall meet to try to resolve any dispute. No such termination shall become effective if: (a) during the process described in Article V, Section 3, the termination is stayed, (b) within the thirty (30) day period after receipt of the Notice of Termination, MPO either cures the default, or (c) if that default is not reasonably susceptible to cure within said thirty (30) day period, STATE approves a MPO plan and MPO thereafter diligently completes the cure in a manner and timeline acceptable to STATE.

- B. If STATE terminates funding for OWP pursuant to the above paragraph A, STATE shall pay MPO the sum due MPO under the annual OWPA for eligible work performed prior to termination.

Section 8. Termination

- B. This MFTA shall remain in full force and effect until the termination date stated on Page 1 of this MFTA, unless superseded or terminated in conformance with Section 7 of this Article. All indemnification, document retention, audit, claims, and legal challenge articles will remain in effect until terminated or modified in writing by mutual agreement or expiry by statute of limitations.

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

By: _____
Contract Officer

Date: _____

San Diego Association of Governments

By: _____
Chief Financial Officer

Date: _____

By: _____
Attorney

Date: _____

APPENDICES

A Overall Work Program Agreement

B Request for Reimbursement

B2 Request for Reimbursement Support Documentation

C Closeout Documentation

D DBE Contract Language (required)

D2 DBE Semi-Annual Report

D3 DBE Awards and Commitments

D4 DBE Utilization Report

D5 DBE Good Faith Efforts and Documentation

E Federal Certifications and Assurances

F Board Resolution

October 18, 2024

Smart Growth Incentive Program

Overview

The TransNet Extension Ordinance funds several competitive grant programs that help implement the SANDAG Regional Plan, including the Smart Growth Incentive Program (SGIP). The SGIP provides funding to the region's 18 cities and the County of San Diego for transportation-related infrastructure and planning projects that catalyze compact, mixed-use development focused near public transit, jobs, services, and public facilities to maximize the use of existing infrastructure, preserve open space and natural resources, and increase housing and transportation choices around the region. Since 2009, the SGIP has invested approximately \$60 million in planning and capital projects throughout our region.

Key Considerations

The Cycle 6 Call for Projects was developed with input received from the local jurisdictions. Staff conducted stakeholder engagement through several opportunities, and a majority of the feedback was incorporated into the Call for Projects. Attachment 1 includes the stakeholder engagement process used to develop the Call for Projects. The draft Cycle 6 Call for Projects is included in Attachment 3.

Next Steps

Pending recommendation by the Transportation and Regional Planning Committees and action by the Board of Directors in November 2024, the Call for Projects will be released for a 90-day application period.

Susan Huntington, Director of Financial Planning, Budgets, and Grants

Attachments: 1. Discussion Memo
2. SGIP Performance Metrics
3. Cycle 6 Call for Projects

Action: **Recommend**

The Transportation Committee is asked to recommend that the Board of Directors approve the evaluation criteria and release the call for projects for Smart Growth Incentive Program Cycle 6.

Fiscal Impact:

Up to \$45 million could be made available through the Cycle 6 Call for Projects through Overall Work Program No. 3300100: TransNet Smart Growth & Active Transportation Grant Programs.

Schedule/Scope Impact:

Pending Board approval, staff anticipates releasing the Smart Growth Incentive Program Cycle 6 Call for Projects in November 2024.

Discussion Memo

TransNet Triennial Performance Audit

In May 2024, the [2024 TransNet Triennial Performance Audit report](#) was released. The audit is mandated by the TransNet Ordinance, which requires an independent performance audit of the efficiency and effectiveness of Ordinance expenditures every three years. The FY 2024 audit scope focused on several areas, including SGIP and the status of implementing prior audit recommendations. Section 5 of the report details the audit results, which found that “activities adhered to grant applications and project outputs aligned with smart growth concepts - although there was limited data available to measure program outcomes.” Six audit recommendations were provided, and all received a Medium priority. Since the audit results were released, SGIP staff has been working to address the recommendations as quickly as possible. The first three recommendations require changes to be made to the Call for Projects, grant application, and grant agreement, which have all been addressed through the Cycle 6 Call for Projects.

1. Revamp the smart growth grant application form to clearly identify quantified, detailed objectives and deliverables to allow for meaningful analysis.
2. Require grantees to include a well-defined description of what will be constructed through the project to affect desired smart growth outcomes.
3. Require grantees to report on the quantifiable performance metrics now required in grant awards related to promoting smart growth goals to create compact, walkable, bikeable, and transit-oriented communities and increase housing and transportation choices around the region as applicable.
4. Put practice in place to summarize grantee performance data, analyze success of grant efforts, and report to ITOC.
5. Review grantees final close out reports and investigate any items the grantees marked as “in progress.”
6. Validate that smart growth grantees met all objectives and verify that grantees provided deliverables at project close-out during site visits.

One of the challenges with requiring detailed objectives and deliverables (audit recommendation Nos. 1 and 2 above) is developing a standard template that requires this information but also allows flexibility for the variances in project nuances. For the Cycle 6 Call for Projects, a more robust template for capital projects has been developed that sets the typical tasks for a capital project (e.g. project planning and development, final design and environmental review, right of way acquisition, construction contracting, construction, and project closeout) and requires grantees to include subtasks to help provide the project-level details that are needed. For planning and climate action plan projects, there is a wide array of methods and tasks that could be taken, so a more general template has been developed to request details at the task and subtask level such as the task or subtask description, task or subtask outcome/output, and task or subtask deliverables. Staff will review each planning and climate action plan application and conduct meetings with each applicant to review the scope of work in detail and make any necessary changes to include additional tasks or subtasks or other details that can assist with project monitoring, closeout, and future performance audits.

SGIP staff first incorporated performance measures (audit recommendation Nos. 3 and 4 above) in the Cycle 5 Call for Projects, but those projects had just begun when the 2024 Performance Audit was being conducted, and therefore, the results were not yet determined. Additionally, staff sought to develop more robust performance measures to more accurately detail the program’s achievements. Staff has developed a new set of SGIP performance metrics, included in Attachment 2, that applicants will be required to select from when their application is developed. The performance measures and baseline data will then

be included in their grant agreement, and the grantee will be required to demonstrate progress toward achieving those measures throughout the grant term and at project closeout. In January 2025, as part of the regularly scheduled TransNet grant programs quarterly status update, a new component will be introduced that includes detailed reporting of each grantee's progress to meet the performance measures in their agreement and a final assessment of what the grantee achieved with the grant at project closeout.

For audit recommendation Nos. 5 and 6 above, staff began implementing those recommendations as soon as the audit results were released. In June 2024, a new grant closeout checklist was implemented that requires all grants to be reviewed in detail prior to processing the final payment or releasing retention. This includes a review of the grantee's final report to ensure there are no items that are listed as still being in process. For construction projects, a site visit is conducted where the program manager goes to the project site and verifies that all work was completed as outlined in the grant agreement scope of work. The program manager then documents this on a capital project site visit report and the completed checklist and report files are included as an attachment when the final invoice and retention release requests are routed for approval to ensure that no final payments are made without the required documentation. Any grant where the grantee cannot provide all of the required deliverables or does not meet the program objectives will be brought to the ITOC and Transportation or Regional Planning Committees for resolution, including determining whether grant funding should be repaid to SANDAG.

Development of the Call for Projects

Stakeholder Engagement

To determine the need for SGIP funding in the region, staff began the development of the Cycle 6 Call for Projects with a listening session with the local jurisdictions on November 15, 2023. During this meeting, the following input was sought:

- **Staff Experience and Capacity:** Did the local jurisdictions have the staff capacity to implement both planning and capital projects within the grant agreement's timelines? Staff expressed concerns over limited capacity and the ability to prepare a competitive grant application.
- **Project Priorities:** What types of projects did the jurisdictions need funding for? Generally, local jurisdictions wanted funding for capital projects to enhance mobility and safety, augment staff to support projects, and planning activities to implement their housing elements.
- **Barriers:** What are the barriers to an agency in applying for funding? Some barriers include limited staff resources, grant administration, grant writing, a complicated application process, and schedules of other funding sources relating to ongoing projects.
- **Opportunities:** What are ways that SANDAG can address those barriers? Identifying processes and tools to support local jurisdictions, such as providing technical assistance in meeting grant requirements, offer grant writing resources and assistance with understanding project costs and developing a streamlined application, providing one-on-one consultations with jurisdiction staff, and providing data resources.
- **Application Process:** How can the call for projects process be changed to better suit your agency? Develop a streamlined application, allow multiple applications from a single jurisdiction, provide realistic timelines to execute projects successfully, and assist agencies with understanding how SGIP can fund a portion of a larger project.

Following the listening session, staff further refined the evaluation criteria and scoring rubric. The draft evaluation criteria (included in Attachment 3) were brought to the Mobility, Sustainable Communities, and Social Equity working groups for discussion at their June meetings, the Transportation Committee and the Climate Action Planning Task Force at their July meetings, and the Regional Planning Committee at its

September meeting. Feedback received included a greater consideration for equity and investing in underserved communities, raising the maximum award amount to account for inflation, reducing the administrative burden on applicants, and funding projects in descending score order without consideration of the number of awards an applicant could receive. This feedback was considered, and the following was incorporated into the final call for projects.

- Increase the award maximums for the planning and capital project types. The planning project award maximum was raised from \$500,000 to \$1 million, and the capital project award maximum was raised from \$2.5 million to \$3.5 million.
- Further prioritize equity in the evaluation criteria. The Community Engagement criteria was enhanced to prioritize projects that are community-led, include underserved and limited English proficiency populations and provide a meaningful role for the community throughout the project lifespan.
- Reduce the administrative burden on applicants by simplifying the application to include more quantitative questions (Yes or No) and providing technical assistance to all applicants during the application period.
- Broadening the climate action plan project type to allow for jurisdictions with an adopted Climate Action Plan to receive funding for monitoring or implementation efforts that align with SGIP principles and the 2021 Regional Plan Environmental Impact Report.

Drafting the Call for Projects

To develop the SGIP Cycle 6 Call for Projects, staff utilized the most recent SGIP Call for Projects as a base. Changes were made to include the 2024 TransNet Triennial Performance Audit recommendations and an updated selection process as a result of input received from the Transportation Committee at its [July 21, 2023 meeting \(Item 9\)](#). Staff also made changes to the evaluation criteria to incorporate the agency's efforts in its Regional [Vision Zero Action Plan](#), including an emphasis on projects on the region's Safety Focus Network and Systemic Safety Network.

Similar to previous funding cycles of the SGIP, staff developed the Cycle 6 Call for Projects to include funding for two project types: planning and capital. Additionally, a third project type will fund new or updated climate action plans to address a commitment made in the 2021 Regional Plan Environmental Impact Report. The majority of funds would be made available in the capital category of funding, and a total of \$45 million would be available.

The proposed Call for Projects, including the evaluation criteria, is included in Attachment 3.

SGIP Eligibility

Project Location

The TransNet Ordinance states that SGIP funding “will be allocated to the Smart Growth Incentive Program to provide funding for a broad array of transportation-related infrastructure improvements that will assist local agencies in better integrating transportation and land use, such as enhancements to streets and public places, funding of infrastructure needed to support development in smart growth opportunity areas consistent with the Regional Comprehensive Plan,¹ and community planning efforts related to smart growth and improved land use/transportation coordination.” SGIP Cycle 5 limited funding to projects within geographically-restricted Smart Growth Opportunity Areas (SGOAs), which were identified in the Smart Growth Concept Map developed by SANDAG in 2016, and regionally identified employment centers.

¹ The Regional Comprehensive Plan is integrated into the 2021 Regional Plan.

With the adoption of the 2021 Regional Plan, the Sustainable Communities Strategy designated mobility hub areas as the region's strategy for integrating land use and transportation projects, policies and programs. To provide greater flexibility to local jurisdictions and align with the 2021 Regional Plan, staff proposes to remove the rigid geographic constraint used in prior cycles and fund projects that further smart growth principles and the goals and objectives of the 2021 Regional Plan and Sustainable Communities Strategy. Staff believe this approach will make funding available to a broader array of projects that further the goals of the TransNet SGIP identified above. Projects would:

- Implement a comprehensive approach to influence land development by improving the public realm and encouraging private smart growth projects that, in combination, create great places, advance mobility hub concepts, and leverage advanced technologies.
- Serve as model examples for smart growth in a variety of settings throughout the region.
- Contribute to reducing GHG emissions and vehicle miles traveled and improve public health by encouraging travel by means other than single-occupant vehicles. In particular, proposed projects would support public transit usage by improving access to transit and be located in areas served by transit.
- Support future housing development.
- Proposed capital projects would be "ready to go" and serve as catalysts for further smart growth development.

Adopted Climate Action Plan (CAP) or Greenhouse Gas (GHG) Reduction Plan

With the adoption of the 2021 Regional Plan and [GHG Mitigation Measure 5A included in the Environmental Impact Report](#), applicants must have a locally adopted CAP or GHG reduction plan to be eligible to receive grant funding for Planning and Capital Projects from the SGIP. The applicant is required to self-certify through the submittal of a resolution that the applicant has a locally adopted CAP or GHG reduction plan or will adopt one before the Board of Directors' approval of the SGIP funding recommendations.

Agencies that do not have a locally adopted CAP or GHG reduction plan can apply for SGIP funding to develop one under the climate action plan project type. The evaluation criteria for this project type prioritize funding for new CAPs over other climate action plan activities. Any new or updated CAP or GHG reduction plan that receives funding through SGIP must meet the requirements outlined in GHG Mitigation Measure 5A:

- Be adopted by the jurisdiction's elected decision-making body.
- Establish a locally appropriate 2030 GHG reduction target for communitywide GHG emissions derived from the State's legislative target for 2030 (as established by SB 32 or as amended by future legislation) and should establish long-term targets.
- Quantify, using substantial evidence, how local GHG reduction strategies, programs, and measures would meet or exceed the local GHG reduction target.
- Establish a mechanism to monitor the plan's progress toward achieving the target, including reporting data to SANDAG consistent with, and inclusion in, the Climate Action Data Portal or similar database, and a requirement to amend the plan if it is not achieving adopted goals.

Matching Funds

Previous SGIP Calls for Projects awarded points for matching funds. Points were awarded based on the amount of matching funds the applicant provided, compared to the total cost of the project. Other

TransNet funds, including Local Street and Road Program funding, were allowed to be used as a match. Additionally, the Calls for Projects would state that “All TransNet funds are subject to [Board Policy No. 031](#), Rule 21. Local Street and Road Program TransNet funds are an acceptable source of match as long as TransNet grant funding will not be used to fulfill routine accommodations required under the Extension Ordinance and/or supplant TransNet funds committed to an existing project programmed in the currently adopted Regional Transportation Improvement Program.”

Staff has reviewed the [TransNet Extension Ordinance and Expenditure Plan](#) and Board Policy No. 031, and while there is no specific language that allows for or prohibits the use of other TransNet funds as a match for SGIP funding, staff believes the intent of the voters was to not allow the use of TransNet in this matter because the ballot language specifically refers to “match state/federal funds.” Additionally, projects that use other TransNet funding as a match require a higher level of scrutiny to ensure that all expenses are not routine accommodations

Staff recommends that other TransNet funding, including Local Street and Road Program funding, not be a permitted matching funds source. Staff realizes that state and federal funding may not be available to support all projects, and therefore, matching funds are not required. Additionally, the amount of matching funds required to receive points has been reduced to incentivize applicants to use other state and federal funding as a match, even if the amount is small.

At its November 13, 2024 meeting, the ITOC will be asked to consider the staff recommendation that other TransNet Local Street and Road Program funding not be permitted as a matching fund source. The Ordinance states, “The Commission shall establish specific project eligibility criteria for this program,” and determining whether other TransNet funding can be an eligible matching funds source will be brought to the Board of Directors for consideration when they review the Cycle 6 Call for Projects.



Smart Growth Incentive Program (SGIP) Performance Metrics

Below are examples of performance metrics that could be used to measure a project's success in meeting the SGIP goals, depending on the type of project funded through the SGIP. Grantees may propose their own performance metric(s) but they must be related to the project scope, be quantifiable, and be included in the grant agreement. For each measure used, the Grantee must provide the baseline measure (before the SGIP project began) and the post-delivery measure (once the SGIP project was completed). A minimum of five metrics must be used for each project. Grantees can refer to Smart Growth America's [*From Policy to Practice: A Guide to Measuring Complete Streets Progress*](#) for additional guidance and examples.

PROCESS METRICS

Funding Measures: *How money is budgeted and spent on Smart Growth*

- Percent of active transportation funding allocated to underserved communities
- Percent of funding allocated to systemic/risk-based safety efforts
- Percent of maintenance funding devoted to maintaining bike, pedestrian, and transit infrastructure
- Percent of publicly funded building projects that included an improvement for biking, walking, and/or transit (e.g., new/rebuilt schools, parks, or other capital projects that involve a publicly funded/owned site contributing to improvements)
- Percent of transportation funding allocated to high-injury networks
- Percent of transportation funding allocated to Safe Routes to Schools
- Percent of transportation funding allocated to sidewalks and bike lanes for transportation versus recreation
- Cost savings by combining efforts/funds leveraged between agencies or departments (e.g., transportation, public works, health, and parks departments)
- Transportation funding (Total and percent) allocated to projects that improve pedestrian, bicycle, and/or transit level of service

Accountability: *Efficiency and transparency of internal processes related to Smart Growth*

- Level of coordination/collaboration among relevant departments (transportation, land use/zoning, housing, economic development, public health, etc.)
- Number and nature of approved and denied exceptions
- Number of existing plans/policies updated to comply with the smart growth policy (including plans/policies for other departments such as school site policies, policies for locating community services, etc.)
- Number of new staff hired or existing staff/full-time equivalents focused on smart growth policy implementation
- Number of publicly available progress reports and/or dashboards with pertinent performance measures
- Number of public requests for smart growth projects/improvements and their fulfillment rate
- Number/percentage of staff who received training on smart growth per year (disaggregated by tenure, role, etc.)
- Number of uses of smart growth checklists in planning and capital projects
- Use of performance measures to inform project selection and prioritization (For example: Have traffic crash hot spots (high-injury networks) been identified and prioritized? Have "communities of concern" been identified and prioritized? Have systemic/risk-based areas and corridors been identified and prioritized?)

Community Engagement: *The extent to which the public can understand and participate in processes and projects related to smart growth*

- Number of authentic and creative public engagement events and actions such as “pop-up” demonstrations, walk audits, community bike/walk events, etc., and number of people engaged in them (disaggregated by demographics)
- Number of community members and community organizations involved in project development and representation by underserved/vulnerable groups
- Number of meetings held by a committee that includes both internal and external stakeholders (and representation of underinvested and vulnerable communities)
- Number of participatory budgeting events related to smart growth
- Number of suggestions/proposals from community engagement processes that are incorporated into decisions and plans

IMPLEMENTATION METRICS

Infrastructure Projects *(built/repared/upgraded/removed): Physical alterations to streets and surrounding areas*

- Percent of ADA-accessible sidewalks and intersections (curb ramps, audio signals, tactile pavement, etc.)
- Percent of repaving miles that included a change/improvement for biking, walking, and/or transit; or safety improvements such as traffic calming, intersection improvements, etc.
- Accessible signage and information (existing and new additions) for all users (pedestrians, bicyclists, transit riders, etc.)
- Coverage of streets with lighting, especially at intersections, that is pedestrian-scaled, etc.
- Miles of bike lanes: new, repaired, and total (condition/quality, width, striped, protected, shaded, etc.)
- Miles of sidewalk: new/repared /total (condition/quality, width, shaded, accessible, etc.)
- Number of bike racks, bike parking spaces, bike maintenance stations, and other supportive infrastructure, and their location in relation to need
- Number of beautification/art/ cultural projects (street trees, murals, façade improvements, painted crosswalks, collaboration with local artists, etc.)
- Number of intersection improvements to facilitate multimodal access (crosswalks, new/adjusted signal timing, stop signs, circular intersections, bollards, bike signals, etc.)
- Number of midblock crosswalks (and details such as striped, raised, improved signal, signage, distance to nearest transit stop or intersection, etc.)

Network Creation: *Projects to ensure a complete, multimodal transportation network*

- Percent of bike plan/walk plan/ Vision Zero network completed
- Average block length
- Conflicts (or absence thereof) between local and state or federal standards
- Distance between intersections/ changes in intersection density
- Measures of directness of implemented cycling and pedestrian projects from key origins and destinations throughout the network
- Number of interventions/projects to close gaps in pedestrian/bicycle/transit network and create connections to important destinations for nondriving (e.g., employment, food, healthcare)
- Number of projects focused on creating first-mile/last-mile transit access connections for non-drivers

Places And Destinations: *Placemaking and other actions to create more livable and healthy communities*

- Amount of usable public space (e.g., number of spaces and square feet)
- Number and type of changes to zoning ordinances to promote smart growth (e.g., sidewalks in residential zones and pedestrian amenities like benches, lighting, and trees in commercial zones)
- Percent of land area with exclusionary zoning (e.g., land area reserved only for large single-family houses)
- Increase in mixed-use zones/ coverage (in sustainable and equitable ways)
- Increase in residential density (in sustainable and equitable ways)

- New and existing outdoor seating spaces added/repaired/replaced
- Number of new placemaking amenities that naturally invite walking, rolling, sitting, dancing, eating/drinking, socializing, waiting for transit, seeking shade, playing, learning, etc.
- Number of outdoor dining space permits issued (without encroachment on sidewalk/ clearance)

Parking: *Actions to right-size parking policies and requirements*

- Percent of paid vs. unpaid parking
- Number of off-street surface parking spaces
- Number of on-street parking spaces added/removed, paid/unpaid
- Parking ratio in commercial office buildings: parking spaces per 100k sq ft of space
- Removal/reduction of parking minimum requirements and regulations
- Residential multifamily parking: number of spaces per unit in new buildings

IMPACT METRICS

ACCESS: *Improvements to the multimodal transportation system that give users options for safely reaching important destinations*

- Percent of population and jobs near high-quality transit (e.g., high-frequency service seven days a week).
- Percent of population burdened by transportation and housing combined (spending more than 45% of annual income on transportation and housing combined)
- Percent of population burdened by transportation costs (spending more than 15% of annual income on transportation)
- Percent of the population for whom lack of transportation kept them from/resulted in being late to important destinations such as work, medical appointments, education, social engagements)
- Percent of population with direct access to a low-stress bike network/sidewalks
- Percent of students traveling to school via active transportation modes (e.g., walking, biking)
- Percent of transit stops that are ADA accessible and with amenities (e.g., sidewalk, curb-cut/ramp access, shelters, seating, lighting)
- Percent of transit stops with marked crosswalks within 50 feet
- Changes in mode split and vehicle miles traveled (VMT) and/or single occupancy auto commute trips over time
- Commute times by travel mode. For example, the number of people that can reach jobs within 30, 45, and 60 minutes via transit, biking, walking, and driving

ECONOMY: *Effects of smart growth interventions on local economies*

- Amount of affordable and attainable housing near important destinations
- Amount of private investment in adjacent properties
- Changes in property values, vacancy rates, retail sales, number of jobs and local businesses, tax yield per acre
- Employment rates in nearby census tracts
- Number of private sector-led projects or public-private collaborations
- Number of visitors to the project area (total and by travel mode) and changes over time
- Permanent maintenance jobs created (or FTE dedicated) and hiring from local communities
- Surrounding rehabilitation construction permits
- Sales tax revenue
- Temporary construction jobs created (or FTE dedicated) and use of local workforce

SAFETY & PUBLIC HEALTH: *Benefits of smart growth interventions such as reducing crashes and rates of chronic illness*

- Percent of streets with stormwater facilities/xeriscape/rain gardens
- Average emergency vehicle response times (e.g., percentage of emergency calls for which the first arriving unit was <4 minutes)
- Changes in air quality (e.g., Air Quality Index or carbon emissions)
- Rates of chronic illnesses by race/age/income

- Changes in corridor and impact area noise levels (e.g., chronic exposure to noise levels > 45 dB)
- Changes in crash fatalities by demographics, location, and conditions
- Changes in crash injuries by demographics, location, and conditions
- Changes in motor vehicle operating speeds/speed limit compliance
- Changes in shade canopy coverage to mitigate the urban heat island effect and heat stress on vulnerable populations (measured via ambient temperatures)
- Changes in water pollution from runoff
- Rates of meeting physical activity guidelines by race/age/income

USAGE: *Changes in the ways people move around and occupy space*

- Average number of minutes users spend in places at different times of day, days of week, and times of year
- Number of people congregating at different times of day, days of week, and times of year in the project area (disaggregated by demographics such as age, gender, ability, race/ethnicity)
- Number of users on existing and new infrastructure
- Parking utilization for cars and bicyclists
- Transit ridership

PUBLIC PERCEPTION: *The opinions and perspectives of the public, business owners, and other stakeholders related to the implemented smart growth interventions*

- Changes in the perceived quality of life of residents in neighborhoods adjacent to the implemented project (compared with residents not adjacent to the project)
- Changes in the perceived safety of residents in neighborhoods adjacent to the implemented project (compared with residents not adjacent to the project) measured through surveys
- Changes in trust in government among residents in neighborhoods adjacent to the implemented project compared with residents of "control" neighborhoods (e.g., participation in community engagement events, surveys, etc)
- Perceptions of mobility among business owners and customers
- Perception of social cohesion/connectedness/community
- Perceptions of transportation needs: "Are your transportation needs being met?"
- Satisfaction with public places



Smart Growth Incentive Program (SGIP)

Cycle 6 Call for Projects

Program Website

<http://www.sandag.org/grants>

Program Contact

Goldy Herbon
Senior Grants Program Analyst
619-699-6990
grantsdistribution@sandag.org

Eligible Applicants

Cities in the County of San Diego and the County of San Diego

In order to receive funding for Planning or Capital projects, the Applicant must have an adopted Climate Action Plan (CAP). Eligible Applicants who do not have an adopted CAP can apply for a Climate Action Plan project to receive funding to develop a CAP.

Example Projects

- **Planning:** Curb management plans, specific or area plans, transit-oriented development plans, complete streets plans or policies, rezoning or zoning updates, Program-level environmental clearance, density bonus ordinance, etc.
- **Capital:** Updating housing supportive infrastructure, bike and pedestrian infrastructure enhancements, traffic calming infrastructure such as roundabouts, streetscape or placemaking enhancements for pedestrians, projects listed in CAPs as applicable, etc.
- **Climate Action Plan:** New or updates to existing climate action plans and GHG reduction plans

Program Overview

The San Diego Association of Governments (SANDAG) is soliciting applications for its Smart Growth Incentive Program (SGIP). The goal of this program is to fund comprehensive planning activities, public infrastructure projects, and climate action plan projects that facilitate compact, mixed-use, transit-oriented development and increase housing and transportation choices.

Funding Source: TransNet Extension Ordinance

Amount of Funding Available: \$45 million

- **Planning:** \$12 million
- **Capital:** \$30 million
- **Climate Action Plan:** \$3 million

Matching Funds: Matching Funds are not required

Project Types

Applicants can submit multiple applications under each project type.

- **Planning:** Includes plans and processes that accelerate smart growth activities but will not directly result in the construction of a public improvement project.
- **Capital:** Will eventually result in the construction of public improvements. Project phases can include environmental, design (conceptual, preliminary, or final), right-of-way, and construction.
- **Climate Action Plan:** To prepare a new CAP or CAP Update and GHG reduction plans, or CAP or GHG reduction plan implementation and monitoring efforts that keep pace with state targets and goals for GHG emission reductions.

Award Sizes and Performance Period

	Planning	Capital	Climate Action Plan
Minimum Award	\$150,000	\$500,000	\$150,000
Maximum Award	\$1,000,000	\$3,500,000	\$400,000
Performance Period	3 years	3.5 years	3 years

Timeline

Activity	Date
Release of the Call for Projects	11/15/2024
Call for Projects Question Deadline (by 5 p.m.)	2/14/2025
Deadline to request application assistance	2/14/2025
Responses to all questions released in BidNet	2/21/2025
Application Deadline (by 5 p.m.)	2/28/2025
Applicant Resolution Deadline	3/30/2025
SANDAG Transportation Committee Meeting (proposed funding recommendations)	7/18/2025
SANDAG Board of Directors Meeting (proposed funding recommendations)	7/25/2025
Grant Agreements Executed/Notices to Proceed Issued	10/1/2025



Free Language Assistance | Ayuda gratuita con el idioma | Libreng Tulong sa Wika | Hỗ trợ ngôn ngữ miễn phí
免費語言協助 | 免費語言協助 | مساعدة ترجمة مجانية | 무료 언어 지원 | کمک زبان رایگان | 無料の言語支援 | Бесплатная языковая помощь
Assistência linguística gratuita | मुफ्त भाषा सहायता | Assistance linguistique gratuite | ផ្ដោតភាសាឥតគិតថ្លៃ | ఉచిత భాషా సహాయం
ການຊ່ວຍເຫຼືອດ້ານພາສາຟຣີ | Kaalmada Luqadda ee Bilaashka ah | Безкоштовна мовна допомога
sandag.org/LanguageAssistance | (619) 699-1900

Contents

I.	Glossary of Key Terms	1
II.	List of Resources	6
III.	Background	7
A.	About SANDAG.....	7
B.	Smart Growth Incentive Program	7
1.	Overview	7
2.	Goals and Objectives	7
IV.	Eligibility	8
A.	Eligible Applicants and Projects	8
1.	Eligible Applicants.....	8
2.	Eligible Project Types	9
3.	Other Project Eligibility Requirements	11
4.	Project Milestone and Completion Deadlines.....	11
B.	Eligible Expenses	12
C.	Ineligible Activities and Expenses.....	12
V.	Funding	13
A.	Available Funding.....	13
B.	Minimum and Maximum Grant Awards.....	13
C.	Matching Funds.....	13
D.	Indirect Costs	13
VI.	Other Program Requirements	14
A.	SANDAG Board Policy No. 035	14
1.	Applicant Resolution.....	14
2.	Grant Agreement Execution.....	14
3.	Project Milestone and Completion Deadlines.....	14
B.	Performance Measures	15
C.	Baseline Data Collection (Capital projects only).....	15
D.	Project Implementation and Oversight Requirements.....	15
1.	Project Communication	15
2.	Plan Review (Capital projects only)	15
3.	Quarterly Progress Reports.....	16
4.	Invoices.....	16

5.	Matching Funds	17
6.	Final Progress Report, Invoice, and Project Closeout	17
E.	Public Record and Record Retention Policy	17
F.	Notice of Prevailing Wage.....	18
VII.	Application and Submittal Process	18
A.	Application Materials	18
B.	Applicant Webinar, Questions, and Application Assistance	18
1.	Pre-Application Webinar	18
2.	Call for Projects Questions.....	18
3.	Application Assistance.....	19
C.	Submittal Process	19
VIII.	Application Evaluation Process and Awards	19
A.	Eligibility Screening	19
1.	Scope of Work Review.....	19
B.	Scoring and Awarding of Funds	20
1.	Qualitative Scoring	20
2.	Quantitative Scoring	20
3.	Calculation of Total Application Scores	20
4.	Tiebreakers.....	20
5.	Minimum Total Application Score.....	21
6.	Funding Recommendations and Geographic Funding Distribution.....	21
7.	Social Equity Analysis	21
8.	Partial Awards.....	21
9.	Review of Project Eligibility.....	22
10.	Approval of the Funding Recommendations and Contingency List	22
C.	Grant Agreement Execution	22
D.	Protests.....	22

I. Glossary of Key Terms

Accessory Dwelling Unit (ADU) is a secondary living unit on the same property as a primary residence that can provide independent living for one or more people.

Applicant is an organization that is considering or has submitted an application in response to a Call for Projects.

Application Deadline is the date and time when applications must be submitted to the CTC's ATP Application Portal in order to be considered. Applications submitted after the Application Deadline will not be considered. The Application Deadline is located on the first page of this CFP.

Average Qualitative Score is the sum of all evaluator scores for an application divided by the number of evaluators. The score is added to the application's Quantitative scores to produce the Total Application Score.

California Environmental Quality Act (CEQA) requires state and local agencies in California to identify the significant environmental impacts of their actions, including impacts to cultural resources, and to avoid or mitigate those impacts if feasible.

California Tax Credit Allocation Committee/Housing and Community Development (TCAC/HCD) Opportunity Map identifies areas whose characteristics have been shown by research to be most strongly associated with positive economic, educational, and health outcomes for low-income families – particularly long-term outcomes for children – when compared to other neighborhoods in the same region. The map also identifies areas in California that are both high-poverty and racially segregated. The 2024 TCAC/HCD Opportunity Map is available [here](#).

Call for Projects (CFP) is the document that SANDAG releases to solicit applications to receive grant funding. The CFP contains information such as Applicant and project eligibility, the application submittal requirements, and the process SANDAG uses to select applications to receive funding, including the evaluation criteria.

Capital Project is a type of project that will eventually result in the construction of public improvements. Project phases can include environmental, design (conceptual, preliminary, or final), right-of-way, and construction.

Climate Action Plan (CAP) is a comprehensive policy document that outlines the actions a local jurisdiction is taking or will take to reduce community-wide greenhouse gas (GHG) emissions.

Climate Action Plan Project is a type of project that will prepare a new CAP or a CAP Update, including a GHG reduction plan that keeps pace with state targets and goals for GHG emission reductions.

- **New CAP** is a subtype under the Climate Action Plan Project type that will develop a CAP for an agency that does not have an adopted CAP.

- **CAP Update** is a subtype under the Climate Action Plan Project type that will update an already adopted CAP. The California Office of Planning and Research recommends that a CAP be updated every 3-5 years.
- **Implementation and/or Monitoring of an Existing CAP** is a subtype under the Climate Action Plan Project type that will develop an implementation or monitoring plan for an already adopted CAP.

Direct Cost is an expense that can be directly assigned to a grant relatively easily and with high accuracy. It typically consists of items such as salaries, consultant or contractor services, and other expenses that would not otherwise exist if the project were not in existence.

Environmental Impact Report (EIR) is a detailed statement prepared under the California Environmental Quality Act (CEQA) that describes and analyzes the significant environmental effects of a project and discusses ways to mitigate or avoid the effects.

Federally Negotiated Indirect Cost Rate (FNICR) is an Indirect Cost rate applicable to a specified past period that a federal agency has approved for use. All federal agencies and pass-through entities must accept the rate. An agency typically receives a Negotiated Indirect Cost Rate Agreement (NICRA) that includes the rate.

General Plan A policy document required of California cities and counties by state law that describes a jurisdiction's future development in general terms. All land use decisions must be derived from this document. The General Plan contains broad policy statements about the jurisdiction's goals. It also must contain seven mandatory elements: Land Use, Circulation, Housing, Conservation, Open Space, Noise, Safety, and Environmental Justice.

Grant Term is the period of time in which expenses for project-related activities can be incurred to be eligible for reimbursement. It begins on the NTP date and extends through the grant agreement expiration date.

Grantee is an organization that has been awarded funding through the Smart Growth Incentive Program and has entered into a grant agreement with SANDAG.

Greenhouse Gas Emissions (GHG) are the release of water vapor, ozone, carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, chlorofluorocarbons, perfluorocarbons, and sulfur hexafluoride that influence global climate change.

Independent Taxpayer Oversight Committee (ITOC) is a group of community members appointed by SANDAG to provide an enhanced level of accountability for expenditures of TransNet funds, as outlined in the TransNet Extension Ordinance and Expenditure Plan. The committee helps ensure that all voter mandates are carried out as required and develops recommendations for improvements to the financial integrity and performance of the program. The ITOC meetings are generally held on the second Wednesday of every month. More details on ITOC are available [here](#).

Indirect Cost Allocation Plan (ICAP) is the documentation prepared by an agency that is used to substantiate its request for the establishment of an indirect cost rate. The indirect cost rate is the ratio (expressed as a percentage) of the indirect costs to a direct cost base.

Indirect Cost is an expense incurred for a common or joint purpose benefiting more than one cost objective or project and cannot be readily assigned to a specific grant, contract, or other activity. Indirect costs typically include rent, insurance, copying expenses, fringe

benefits, and other costs not directly charged to the grant project that the local jurisdiction's general fund typically supports.

Local Transit Stop is any stop served by MTS bus routes or NCTD BREEZE services. A list of MTS transit services and stations is available here: <https://www.sdmts.com/transit-services>. A list of NCTD services and stations is available here: <https://gonctd.com/services/transit-centers/>.

Major Transit Stop is a site containing an existing rail or bus rapid transit station, a ferry terminal served by either a bus or rail transit service, or the intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods.

Match percentage is calculated by dividing the total Matching Funds by the sum of the Matching Funds and the grant award.

Matching Funds is the amount of funding other than the grant award that goes towards the total project cost. It is often represented as a percentage of the total project cost.

Minimum Total Application Score is the Total Application Score value that an application must be equal to or greater than in order to be eligible to receive funding from this Call for Projects.

Mixed Use is the combining of commercial, office, and residential land uses to provide easy pedestrian access and reduce the public's dependence on driving. It can be implemented in multistory buildings containing businesses and retail stores on the lower floors and housing on the upper floors.

Mobility Hubs are communities with a high concentration of people, destinations, and travel choices. They provide an integrated suite of mobility services, safe roads, and supporting amenities and technology to help people reach high-frequency transit or make short trips around a community. Mobility Hubs can span one, two, or a few miles, and each hub is uniquely designed to fulfill a variety of travel needs while strengthening the sense of place.

Non-Scalable Project is a project whose scope of work cannot be reduced because doing so (a) is not possible, (b) would create an incomplete project that contributes little to the grant program goals or provides little value to those intended to benefit from the project, or (c) would have scored substantially differently in the competitive process with a reduced scope of work.

Notice to Proceed (NTP) is a written notice issued by SANDAG that allows the Grantee to begin working on the project and marks the beginning of the Grant Term.

Performance Measure is the numeric value assigned to the performance metric to show the quantity or extent of the item being observed by the metric. For example, the number of participants that attend an outreach meeting for a project is the performance measure that could be used to demonstrate the performance metric on increased stakeholder engagement.

Performance Metric is the specific, quantifiable unit of measurement that will be used to determine an SGIP project's success in meeting SGIP goals and objectives. For example, a performance metric could be the number of linear feet of class IV bicycle facilities constructed in the project area.

Planning Project is a type of project that includes plans and processes that accelerate smart growth activities but will not directly result in the construction of a public improvement project.

Prohousing Designation is a designation that the California Department of Housing and Community Development gives to document a jurisdiction's commitment to implementing local policies that remove obstacles to new housing and recognizes the work that a jurisdiction has already done to address California's severe housing shortage and affordability crisis. Applicants seeking to build affordable housing projects in local governments that receive the Prohousing Designation can receive priority processing or funding points when applying for several funding programs. More information is available [here](#).

Project Milestone and Completion Deadlines are outlined in SANDAG Board Policy No. 035 and require grantees to complete and implement projects quickly so the public can benefit from project deliverables as soon as possible. Failure to meet the deadlines following SANDAG's issuance of the Notice to Proceed on the project may result in the revocation of all grant funds not already expended.

Qualitative Criteria are subjective criteria in which discretion is needed to provide a score. Often, qualitative criteria seek to evaluate how well an Applicant responded to an application question or how well the proposed project will achieve a stated goal. These criteria are subjective in nature, and scores are determined at the evaluator's discretion.

Quantitative Criteria are objective criteria for which a formula or conditional statement is used to provide a score. Often, quantitative criteria seek to evaluate a project-related data point or metric against a range or scale and assign a point value based on where the data point or metric falls within the range or scale. Other quantitative criteria assign a point value based on responses to a conditional statement, such as a yes/no question or the presence or absence of a condition.

Regional Housing Needs Assessment (RHNA) quantifies the need for housing and informs land use planning in addressing identified existing and future housing needs resulting from population, employment, and household growth. The RHNA process is reassessed every eight years, and SANDAG is currently in its 6th cycle, covering April 15, 2021 – April 15, 2029.

Regional Planning Committee (RPC) is one of six policy advisory committees at SANDAG that advise the Board of Directors on developing and implementing the Regional Plan and Sustainable Communities Strategy. The RPC reviews and provides recommendations to the Board on the eligibility and evaluation criteria of the Call for Projects and reviews and provides recommendations to the Board on the SGIP funding recommendations. The RPC also receives quarterly reports on the status of each awarded grant and has the authority to grant time extensions for individual projects. More details on RPC are available [here](#).

Regional Transit Station is any station served by COASTER, SPRINTER, Trolley, Rapid, or Rapid Express Routes.

Regional Vision Zero Resolution is a resolution adopted by the SANDAG Board of Directors that contains actionable steps toward eliminating all traffic fatalities and severe injuries while increasing safe, healthy, and equitable mobility options for all. The Resolution is available [here](#).

Safety Focus Network (SFN) identifies roads with the highest concentration of fatal and serious injury crashes. SANDAG identified this regional network as part of its Vision Zero

program The SFN consists of 6% of the non-freeway network and accounts for 54% of fatal and serious injury crashes. A GIS layer detailing the Safety Focus Network locations is available on the SANDAG Traffic Safety Dashboard [here](#).

Scalable Project is a project whose scope of work can be reduced while still furthering the grant program goals and providing significant value to the public intended to benefit from the project. SANDAG staff will consider how the project would have scored in the competitive process if the scope of work were reduced. If the project would have scored substantially the same with the scaled-down scope of work and the scaled-down project would further the grant program goals and provide significant value to the public, then the project may be scaled.

Smart Growth Incentive Program (SGIP) is a competitive grant program funded by the *TransNet* Extension Ordinance that provides funding for transportation-related infrastructure improvements and planning efforts that support smart growth development.

Smart Growth is a compact, efficient, and environmentally sensitive pattern of development that provides people with additional travel, housing, and employment choices by focusing future growth away from rural areas and closer to existing and planned job centers and public facilities while preserving open space and natural resources.

Sustainable Communities Strategy is an element of the Regional Transportation Plan that demonstrates how development patterns and the transportation network, policies, and programs can work together to achieve the targets set by the California Air Resources Board for reducing regional greenhouse gas emissions from cars and light trucks in a region. More information is available [here](#).

Systemic Safety Network (SSN) is a proactive, risk-based network screening that identifies facilities with several features that strongly correlate with severe crashes. SANDAG has developed this regional network as part of its safety program. A map detailing the Systemic Safety Network locations is available on the SANDAG Traffic Safety Dashboard [here](#).

Total Application Score is the sum of an application's Average Qualitative Score and the application's Quantitative scores. The score determines the order in which projects are recommended to receive funding through this CFP.

Total Project Cost is calculated as the sum of the grant award and the Matching Funds.

Transit Priority Area (TPA) is an area within a half-mile of a Major Transit Stop that is existing or planned.

Transit-Oriented Development (TOD) is residential and employment growth that occurs near existing and planned public transit facilities.

TransNet Extension Ordinance and Expenditure Plan is the document that was approved by the voters in 2004 to extend the half-cent sales tax from 2008 through 2048. The document is available [here](#).

TransNet is the half-cent sales tax administered by SANDAG to fund local transportation projects consistent with the Regional Plan. The first 20-year TransNet measure was approved by voters in 1987. It went into effect in 1988 and was extended by voters in 2004 for 40 years. TransNet is the funding that is provided to grantees through the SGIP.

Transportation Committee (TC) is one of six policy advisory committees at SANDAG that advise the Board of Directors on major policy-level matters related to transportation, including the Regional Plan. The TC reviews and provides recommendations to the Board on the eligibility and evaluation criteria of the Call for Projects and reviews and provides recommendations to the Board on the SGIP funding recommendations. The TC also receives quarterly reports on the status of each awarded grant and has the authority to grant time extensions for individual projects. More details on TC are available [here](#).

Vehicle Miles Traveled (VMT) is the total number of miles traveled on all roadways by all vehicles. Reducing VMT can help ease traffic congestion and improve air quality.

Vision Zero is a national campaign that uses a variety of strategies to work toward eliminating deaths and severe injuries on our streets by focusing on roadway design and policies that affect people's choices.

II. List of Resources

Below is a list of resources referenced in this CFP and a description of how to use these resources.

Resource/Links	What to do?
BidNet	Access the CFP materials, submit and receive responses to questions, receive any updates to the CFP, and submit a completed application for consideration.
SANDAG Board Policy No. 035	Review the Board Policy that governs SANDAG's Competitive Grant Programs and provides the milestone and completion deadlines for each project type.
SANDAG Grant Programs Webpage	Explore SANDAG's grant programs, review grant project progress reports, and access documents applicable across all grant programs, such as the Grant Program Protest Procedures and BidNet registration and navigation information.
SANDAG Traffic Safety Dashboard	Interactive site with crash data from the Statewide Integrated Traffic Records System, National Transit Database, and Federal Rail Administration.
SGIP Grant Program Webpage	Learn about the program, including program requirements, past grant awards, and SANDAG performance monitoring.
SGIP Performance Metrics	Review the examples of performance metrics that can be used to measure a project's success in meeting the SGIP goals. Select the metrics that apply to the project scope of work and include the metrics and baseline data in the application. This resource is available in BidNet with the Call for Projects materials.
SGIP Cycle 6 Interactive Mapping Tool	Utilize the map to determine project eligibility and how points will be determined for several evaluation criteria. The map will also be used to submit information in the application. The map contains layers for the following:

	<ul style="list-style-type: none"> • Transit Stops and a half-mile buffer area • SSN and SFN and a half-mile buffer area • TPAs • Mobility Hubs • Disadvantaged Communities • Jurisdiction boundaries
TransNet Project Map	Provides an interactive map that shows some of the projects funded by the <i>TransNet</i> Smart Growth Incentive Program to date.
TransNet Webpage	Learn more about the TransNet program.

III. Background

A. About SANDAG

The San Diego Association of Governments (SANDAG) is the San Diego region's primary public planning, transportation, and research agency, comprising the 18 cities and the County of San Diego. SANDAG serves as the public forum for regional policy decisions about growth, transportation, environmental management, housing, open space, energy, public safety, and binational collaboration.

SANDAG's vision is to pursue a brighter future for everyone living, working, or recreating in the San Diego region. To this end, SANDAG plans and implements projects that seek to use land more wisely, build a more efficient and accessible transportation system, protect the environment, improve public health, promote a strong regional economy, better manage our access to energy, incorporate equity into the planning process, address pressing needs on tribal lands, and support a vibrant international border.

SANDAG receives local, state, and federal funds to implement regional policies, programs, and projects that advance its vision. SANDAG passes through a portion of its funding through several [competitive grant programs](#). These grant programs provide local, state, and federal funding to local jurisdictions, nonprofits, and other partners to accomplish regional goals at the local level. Grants awarded range from infrastructure projects to habitat management and monitoring efforts to specialized transportation services for senior and disabled populations. While each individual grant program maintains a particular focus, all work together to enhance our region's quality of life.

B. Smart Growth Incentive Program

1. Overview

The [TransNet Extension Ordinance](#) provides funding for a competitive grant program that supports local efforts to increase walking, biking, and transit use throughout the region: the Smart Growth Incentive Program (SGIP).

2. Goals and Objectives

The goals of the SGIP are to encourage comprehensive public infrastructure projects and planning activities that facilitate compact, mixed-use development focused near

public transit, and that aim to increase housing and transportation choices, reduce greenhouse gas (GHG) emissions, and improve public health. The SGIP seeks to fund projects that can serve as models around the region and attract private development. Projects funded by this program must support the objectives outlined below, derived from the goals in the SANDAG 2021 Regional Plan (Regional Plan) and its Sustainable Communities Strategy (SCS).

- Implement a comprehensive approach to influence land development by improving the public realm and encouraging private smart growth projects that, in combination, create great places, advance mobility hub concepts, and leverage advanced technologies.
- Serve as model examples for smart growth in a variety of settings throughout the region.
- Contribute to reducing GHG emissions and vehicle miles traveled, and improve public health by encouraging travel by means other than single-occupant vehicles. In particular, proposed projects should support public transit usage by improving access to transit and be located in areas served by transit.
- Support future housing development.
- Fund proposed capital projects that are “ready to go” and serve as catalysts for further smart growth development.

IV. Eligibility

A. Eligible Applicants and Projects

1. Eligible Applicants

- **Individual Jurisdictions:** Eligible Applicants include the 18 incorporated cities in the SANDAG region and the County of San Diego.
- **Partnerships:** Jurisdictions can opt to work together on an application to conduct eligible activities consistent with the goals and objectives of this program. Jurisdictions also may partner with a community-based organization (CBO) or nonprofit providing services in the San Diego region to ensure the benefits of their activities are realized by a broad population and in an equitable manner. Only the 18 cities and the County of San Diego are eligible to serve as the lead Applicant and grantee, and the grant agreement cannot be assigned to a third party.

Applicants forming partnerships must provide a letter of support from each jurisdiction, CBO, or nonprofit.

Per the adoption of the 2021 Regional Plan and [GHG Mitigation Measure 5A included in the Environmental Impact Report](#), Applicants must have a locally adopted CAP or GHG reduction plan to be eligible to receive grant funding for Planning and Capital Projects from the SGIP. The Applicant is required to self-certify through the submittal of a resolution that the Applicant has a locally adopted CAP or GHG reduction plan or will adopt one before the Board of Directors' approval of the SGIP funding recommendations (see the Timeline for the anticipated date).

Agencies that do not have a locally adopted CAP or GHG reduction plan can apply for SGIP funding to develop one under the Climate Action Plan project type. The

evaluation criteria for this project type prioritize funding for new CAPs over other climate action plan activities.

2. Eligible Project Types

Proposed projects must be eligible under the TransNet program. The [TransNet Extension Ordinance](#) broadly defines the SGIP. Proposed projects can include a “broad array of transportation-related infrastructure improvements that will assist local agencies in better integrating transportation and land use, such as enhancements to streets and public places, funding of infrastructure needed to support development... and community planning efforts related to smart growth and improved land use/transportation coordination” (Section 2C.3, p. 8 of the TransNet Extension Ordinance). The ITOC recommends to the Board of Directors whether a project is eligible to receive TransNet funding. All projects must meet the SGIP goals and objectives to be deemed eligible.

Three types of projects are eligible for funding, as listed below. See the Glossary of Key Terms for the definition of each type. Example projects under each type are provided below. Additional project examples may also be eligible, as long as the project meets the goals of the SGIP and is consistent with the TransNet Extension Ordinance and Expenditure Plan. Applicants are encouraged to contact SANDAG to request assistance in determining whether a particular project not listed below may be eligible.

Planning Projects

- Comprehensive planning efforts:
 - Specific area plans or community plans
 - Amendments/updates to general or specific plans
 - Updates to complete street policies
- Smaller-scale neighborhood planning activities:
 - Traffic calming or mobility plans
 - Feasibility studies for future capital improvements
 - Parking management plans
 - Form-based codes or design guidelines
 - Planning efforts required to make smart growth zoning changes
 - Health Impact assessments (HIAs) to inform the development of local planning efforts funded by the SGIP, such as specific plans, area plans, or specific plan amendments. Any proposed HIAs must be directly connected to a proposed SGIP planning project
- Complete Streets Design Manuals
- Financing Tools
- Smart Growth Studies
- Transit Oriented Development Overlay Zones
- Transit Oriented Concept Plans
- Mobility Hub Plans

Capital Projects

Proposed projects must meet the minimum geometric standards outlined in the Caltrans Highway Design Manual (Chapter 1000: Bicycle Transportation Design), the California Manual on Uniform Traffic Control Devices, and design guidance established by a national association of public transportation officials such as National Association of City Transportation Officials (NACTO). Projects also must meet the [Public Rights-of-Way Accessibility Guidelines](#).

Applicants must have completed a feasibility study or an equivalent project feasibility evaluation. The feasibility study or equivalent evaluation must include the following type of information:

- Agency staff field evaluation
- Concept drawings
- Horizontal alignment
- Identification of potential challenges (such as drainage)
- Identification of right-of-way
- Cost estimate
- Preliminary community input
- Identification of environmental requirements/constraints

Some examples of capital projects include, but are not limited to:

- Public plazas
- Pedestrian street crossings
- Streetscape improvements (such as median landscaping, street trees, lighting, and street furniture)
- Parklets
- Traffic calming features (such as pedestrian bulb-outs or traffic circles)
- Access improvements to transit stations/routes
- Wayfinding signage
- Community gateway features
- Pedestrian and bike paths and bridges
- On-street bike lanes
- Bike parking
- Low-impact development elements included as part of the above

Climate Action Plan Projects

The 2021 Regional Plan and [GHG Mitigation Measure 5A included in the Environmental Impact Report](#) requires SANDAG to make funding available for local jurisdictions to prepare new CAPs and CAP Updates and GHG reduction plans that keep pace with future longer-term State targets and goals for GHG emissions reductions. Any new or

updated CAP or GHG reduction plan receiving funding through SGIP shall meet the following minimum criteria:

- Be adopted by the jurisdiction's governing body (city council or Board of Supervisors).
- Establish a locally appropriate 2030 GHG reduction target for communitywide GHG emissions derived from the State's legislative target for 2030 (as established by SB 32 or as amended by future legislation), and should establish long-term targets.
- Shall quantify, using substantial evidence, how local GHG reduction strategies, programs, and measures would meet or exceed the local GHG reduction target.
- Shall establish a mechanism to monitor the plan's progress toward achieving the target, including reporting data to SANDAG consistent with, and inclusion in, the Climate Action Data Portal or similar database, and a requirement to amend the plan if it is not achieving adopted goals.

3. Other Project Eligibility Requirements

To be eligible, a project must also meet all of the following criteria:

- Project activities must illustrate their reach to the entire project area and describe the effort that will be made to reach low-income, disabled, and minority communities within the project area.
- Funded projects must not have alcohol, political, religious, or discriminatory themes or affiliations.
- Projects must be able to meet the performance measures that are included in the grant agreement between SANDAG and the Grantee.
- Projects already underway are eligible to apply ONLY if the application requests funds for additional work beyond the scope of the current project. *TransNet* funds cannot be used to supplant or replace existing project funding.

4. Project Milestone and Completion Deadlines

The project schedule must confirm the following milestone and completion deadlines established in SANDAG [Board Policy No. 035](#).

Planning and Climate Action Plan Projects

- If a consultant contract is required, the project must be completed within **three years** of receiving the Notice to Proceed (NTP) from SANDAG.
- If no consultant contract is necessary, the project must be completed within **two years** of receiving the NTP from SANDAG.
- Completion is when the grantee approves the final planning project deliverable specified in the grant agreement. The grantee's policies shall determine the level of approval required (e.g. staff or City Counsel).

Capital Projects

- If a construction contract is required, the project must be open to the public within **three and a half years** following SANDAG's issuance of the NTP.

- If no construction contract is necessary, the project must be open to the public within **eighteen months** following SANDAG's issuance of the NTP.
- Completion of construction is when the prime construction contractor is relieved from its maintenance responsibilities.

B. Eligible Expenses

Eligible expenses must be directly related to executing the project scope of work, including Direct and Indirect Costs. SANDAG will only reimburse costs that were actually incurred for the project after the Notice to Proceed has been issued, and only up to the amount awarded in the grant agreement. In the event of project cost overruns, SANDAG will not pay more than the original amount specified in the grant agreement.

C. Ineligible Activities and Expenses

Ineligible projects and activities are those that do not align with the program goals and objectives. Projects already funded by TransNet are not eligible. In addition, grant funds cannot be used to fulfill routine accommodation requirements, which are governed by the Routine Accommodation Provisions outlined in [Board Policy No. 031, Rule 21](#) "TransNet Ordinance and Expenditure Plan Rules."

The following activities and expenses are ineligible through the grant program:

- Capital financing, operation, or funding related to programs of individual development projects
- Administrative costs of persons employed by the grantee for activities not directly related to the preparation and adoption of the proposed activity or activities
- Costs for work performed prior to SANDAG issuing a Notice to Proceed or following the termination of the grant agreement; or
- Claims or litigation costs
- Curb, gutter, and other drainage improvements
- Driveway Ramps Installed Across Sidewalks
- If local roadway design standards require a roadway shoulder to be the standard bike lane width of five feet or wider, the cost of the shoulder construction is not eligible. Projects, including roadway shoulder construction, that do not exclusively and explicitly provide bike or pedestrian infrastructure are ineligible.
- Projects that are a required element of a larger capital improvement project.

If necessary, Applicants can include curb, gutter, and other drainage improvements as part of their broader application, and allocate Matching Funds toward their construction. Applicants should consult with SANDAG staff before they submit a grant application to confirm eligible and ineligible expenses. For example, if the removal and/or replacement of curb and gutter, driveway ramps, drainage facilities, and other existing improvements will be necessary to construct a bikeway or sidewalk, the cost of this work is likely eligible; however, Applicants will be required to justify the necessary inclusion of such improvements before submitting the grant application.

V. Funding

A. Available Funding

\$45 million is available through this CFP. SANDAG intends to award projects from each of the three project types as described below. The total amount of funding awarded for each project type will be determined by the number of applications received, the Minimum Total Application Score, each application's Total Application Score, and the Application Evaluation Process described in this Call for Projects.

- **Capital Projects** - \$30 million could be allocated to capital projects.
- **Planning Projects** - \$12 million could be allocated to planning projects.
- **Climate Action Plan Projects** - \$3 million could be allocated to climate action plan projects.

SANDAG reserves the right to partially fund projects and to fund less than the amount available in a given grant cycle. See the section entitled "Partial Awards".

B. Minimum and Maximum Grant Awards

The minimum and maximum grant awards for an individual project under each project type are included in the table below.

Project Type	Minimum Award	Maximum Award
Planning	\$150,000	\$1,000,000
Capital	\$500,000	\$3,500,000
Climate Action Plan	\$150,000	\$400,000

C. Matching Funds

No Matching Funds are required; however, points will be awarded based on evidence of Matching Funds in the application. Matching funds can consist of in-kind services or cash match from the Applicant, funds from outside sources such as developer contributions, non-profit contributions, other state or federal funds (e.g., Caltrans planning grants), or other quantifiable sources. Other TransNet funds, including Local Street and Road Program funding, cannot be used as Matching Funds. Applicants are required to provide adequate documentation of Matching Funds and the match source(s) in the application.

D. Indirect Costs

Grant funds may be used toward Indirect Costs if they are related to the project scope of work and the application indicates that reimbursement for indirect costs would be requested. Applicants who wish to request reimbursement for indirect costs are required to disclose this in their application.

Applicants must use one of the following options to receive reimbursement for indirect costs:

- If the Applicant has a FNICR recognized by the federal government, that rate must be used, and the approval must be submitted to SANDAG.

- Elect the de minimis rate under 2 CFR 200 if the Applicant has never received a FNICR. The current de minimis rate is 15%. Applicants who have an ICAP approved by their elected body (City Council or Board of Supervisors), management, another individual within the agency, or any other non-federally approved agency must choose to elect the de minimis rate when charging indirect costs.

VI. Other Program Requirements

A. SANDAG Board Policy No. 035

[SANDAG Board Policy No. 035](#), “Competitive Grant Program Procedures,” applies to all grant programs administered through SANDAG. Applicants should be aware of the following requirements.

1. Applicant Resolution

Within 30 days following the grant application deadline, Applicants must submit a resolution from their authorized governing body that:

- commits to providing the minimum Matching Funds percentage outlined in the Call for Projects; and
- authorizes the Applicant’s staff to accept the grant funding and execute a grant agreement if an award is made by SANDAG.

If an Applicant fails to provide a resolution that meets the above requirements, that application will be considered nonresponsive and will no longer be considered in the competitive process. Applicants are encouraged to use the sample resolution included in this CFP.

2. Grant Agreement Execution

After the Board approves the funding recommendations, SANDAG will present a grant agreement to the awarded Applicant. An authorized representative of the awarded Applicant must sign the grant agreement within 45 days from the date SANDAG presents the grant agreement to the awarded Applicant. Failure to meet this requirement may result in revocation of the grant award. Applicants are encouraged to review the sample grant agreement included with this CFP to ensure compliance with this provision.

3. Project Milestone and Completion Deadlines

When signing a grant agreement, grantees must agree to the project deliverables and schedule in the agreement. In addition, a grantee’s project schedule in its application and grant agreement must adhere to the deadlines listed in the “Project Milestone and Completion Deadlines” in this call for projects. Failure to meet the project milestone and completion deadlines following SANDAG’s issuance of the Notice to Proceed on the project may result in the revocation of all grant funds not already expended.

Grantees may request and be granted a twelve-month extension at the SANDAG staff level. This twelve-month period is cumulative over the entire duration of the grant. Grantees must request and receive approval from the appropriate policy advisory

committee for time extensions longer than twelve months. In all instances, a grantee seeking an extension must document previous efforts undertaken to maintain the project schedule, explain the reasons for the delay, explain why the delay is unavoidable, and demonstrate an ability to succeed in the extended timeframe the grantee proposes.

B. Performance Measures

SANDAG has identified numerous performance metrics that can be used to measure a project's success in meeting the SGIP goals and objectives. Applicants must review the SGIP Performance Metrics, select the ones that apply to their project, and provide baseline data in their application that will be used to measure their project's success at the end of the grant agreement. The SGIP Performance Metrics are provided as an attachment to this CFP.

All SGIP grantees must meet the performance measures they select during the application process, which are included in the grant agreement. The grantee must report on its progress toward meeting the performance measures in its quarterly progress report. If SANDAG believes the grantee will not be able to achieve the performance measures in its grant agreement, SANDAG will require the grantee to submit a plan that outlines how the grantee will meet the performance measures and a timeline to do so. If the grantee cannot meet its stated performance measures, the ITOC, RPC, and TC may be asked to provide direction to SANDAG staff, including whether to terminate the grant and repay any previously reimbursed expenses.

C. Baseline Data Collection (Capital projects only)

Before the construction of grant-funded improvements, the Grantee must work with SANDAG and its consultant, who will develop a baseline data collection plan to gather information on walking and biking activity in the project area before the improvements are made. A subtask for this work has been included in the scope of work template.

D. Project Implementation and Oversight Requirements

1. Project Communication

The Grantee must provide SANDAG with contact information for the project manager and keep this information up-to-date. SANDAG should be notified promptly in case of a change to the Grantee's project manager. Grantees must notify SANDAG of events related to the grant-funded project, such as groundbreakings, ribbon cuttings, and community workshops, and provide project before and after photos and required signage. The Grantee will be asked to provide project milestone information to support SANDAG media and communication efforts. SANDAG staff may attend any meetings as appropriate.

2. Plan Review (Capital projects only)

The Grantee must submit project design drawings to SANDAG for review and comment at 30 percent, 60 percent, 90 percent, and 100 percent. SANDAG may comment on submitted plans regarding consistency with the original project application and accepted bike/pedestrian facility and smart growth design standards.

3. Quarterly Progress Reports

Grantees must complete and submit quarterly progress reports that illustrate the grantee's efforts to make timely progress on their project, including meeting the performance measures. SANDAG will provide a standard progress report template that the grantee must use. Quarterly reports will be due on the last day of the month following the quarter's close. SANDAG will summarize the information in the grantee's progress report, which will be provided to the RPC and TC at their next meeting. Staff also provides semi-annual progress reports to the ITOC in January and June each year.

Quarter	Performance Period	Report Due Date	RPC and TC Meeting Date
1	7/1 – 9/30	10/31	January
2	10/1 – 12/31	1/31	April
3	1/1 – 3/31	4/30	July
4	4/1 – 6/30	7/31	October

SANDAG will monitor the grantee's progress and performance against the scope of work and schedule in the grant agreement. If SANDAG believes the grantee is not making timely progress or is not adhering to the terms of the grant agreement, this information will be reported to the RPC and TC. SANDAG will notify the grantee if it believes the grantee's performance warrants notification of RPC and TC. Poor performance may be grounds for termination of the grant agreement and revocation of the grant, as determined by RPC or TC.

4. Invoices

Grant funding is by reimbursement only. Funds will not be disbursed until SANDAG and the grantee have fully executed a grant agreement, and project expenses incurred by the grantee before the Notice to Proceed issuance are not eligible for reimbursement.

To be reimbursed for project expenses, grantees must submit an invoice packet consisting of an invoice coversheet, expense summary, and invoice history. Grantees are required to use the invoice template provided by SANDAG. Invoices submitted without a corresponding progress report will not be processed. Any third-party consultant or contractor expenses must be accompanied by proof of a competitive procurement or a sole source justification signed by the SANDAG Grants Program Manager to be eligible for reimbursement.

To qualify for reimbursement, the following requirements must be met:

- Staff costs must be submitted with payroll documentation. Personally identifiable information (social security numbers, home addresses, etc.) must not be provided to SANDAG.
- Third-party vendor (consultant or contractor) invoices must be submitted with:
 - Proof of payment, such as a copy of a check provided to the vendor or a printout for the grantee's financial system showing the funds were dispersed.
 - The vendor's invoice and backup documentation (schedule of values, receipts for expenses)

- Clearly identify all grant-related expenses that include non-related costs. Grantees can highlight, circle, or use a separate document/spreadsheet to differentiate the grant-related costs from other costs unrelated to the grant.
- All receipts and invoices must be detailed, dated, directly related to the project scope of work, and incurred after the Notice to Proceed date and before the grant expiration date.

SANDAG will make payments for eligible invoices as promptly as SANDAG fiscal procedures permit upon receipt of the grantee's invoice packet, backup documentation, deliverables, and confirmation by the SGIP Program Manager that the grantee is in compliance with the requirements in the grant agreement. SANDAG shall retain 10 percent of the amounts invoiced until the completion of the project.

5. Matching Funds

If the grant agreement contains Matching Funds, the grantee must provide a cumulative match over the grant period such that the total Matching Funds amount provided at the end of the grant period is equal to or greater than the match percentage required under the grant agreement. Grantees will forfeit the grant award and be responsible for the repayment of grant funds to SANDAG if the cumulative match percentage falls below the required percentage or if grantees fail to provide sufficient documentation of Matching Funds.

6. Final Progress Report, Invoice, and Project Closeout

Once the grantee determines the project is complete, a final progress report and invoice will be submitted to SANDAG. SANDAG will provide the final progress report template the grantee will be required to use. Final progress reports should detail all completed project activities, challenges, successes, and a description of how the project is expected to promote smart growth. The report will also include the performance measures listed in the grant agreement and document the grantee's ability to achieve them. The grantee should provide the deliverables listed in the scope of work with the final progress report. The final progress report should accompany a final invoice, including all remaining project expenses.

Upon receipt of a final progress report, invoice, and deliverables, SANDAG will verify that the full scope of work in the grant agreement was completed and that the performance measures were met. For capital projects, SANDAG will conduct a site visit of the project to ensure that the entire scope of work was completed. Photos of the completed project will be taken and provided to the RPC and TC. SANDAG will also confirm whether the contractor and the grantee have met all labor compliance requirements.

Once SANDAG verifies that the project has been completed and can be closed out, the grantee will be asked to submit an invoice for the retention amounts withheld. Following SANDAG's payment of the grantee's retention invoice, the project will be closed.

E. Public Record and Record Retention Policy

All applications submitted in response to this CFP become the property of SANDAG and are considered a public record. As such, applications and other project-related documentation may be subject to public review per [SANDAG Board Policy No. 015: Records Management](#).

Grantees must retain project-related documents for at least three years after receipt of final payment from SANDAG. These documents must be made available to SANDAG upon request.

F. Notice of Prevailing Wage

California law requires that public works projects pay prevailing wages for workers. As applicable, grantees are required to comply with the provisions of California Labor Code Sections 1775 et seq, which includes the payment of prevailing wages to all workers performing prevailing wage work. Additional details can be found in the grant agreement.

VII. Application and Submittal Process

A. Application Materials

Application materials are available online at <https://www.bidnetdirect.com/sandag/sandag-grants>. Different applications are available depending on the project type. The Applicant is responsible for completing the appropriate application for their project.

Applicants will submit their completed application with all required signatures by the Application Deadline. An incomplete application may be considered nonresponsive. For an application to be considered complete, it must include all the materials described in the application and be submitted prior to the Application Deadline.

SANDAG reserves the right to cancel or revise at any time, for any or no reason, in part or its entirety, this CFP. If SANDAG revises or cancels the CFP prior to the Application Deadline, Applicants who have downloaded the Call for Projects materials in BidNet will be notified by email.

B. Applicant Webinar, Questions, and Application Assistance

1. Pre-Application Webinar

SANDAG will host a pre-application webinar for all prospective Applicants to provide an overview of this CFP, the application process, and to address any questions. See the Timeline for the date and time of the webinar. SANDAG staff will also provide information and address questions on the eligibility, approval, contracting, and specific requirements of this grant program. This workshop will be held virtually. SANDAG will post the virtual meeting link and other details on BidNet.

2. Call for Projects Questions

Prospective Applicants may submit questions through the SANDAG web-based vendor portal BidNet, available at <https://www.bidnetdirect.com/sandag/sandag-grants>. Questions submitted after the Question Deadline or outside of BidNet will not be answered. See the Timeline for the deadline to submit questions.

3. Application Assistance

Prospective Applicants may request a meeting with SANDAG Grants staff to obtain assistance with an application, including a discussion of a possible project or assistance with utilizing BidNet. See the Timeline for the deadline to request a meeting.

C. Submittal Process

Applicants shall submit application documents via the SANDAG web-based vendor portal BidNet, available at <https://www.bidnetdirect.com/sandag/sandag-grants>. Applications submitted by mail, facsimile, or email in lieu of electronic copies uploaded to the online web-based portal will not be acceptable and will not be considered. Any application that is missing pages or cannot be opened for any reason may be considered nonresponsive.

Applicants are responsible for fully uploading their entire application before the Application Deadline. It is the Applicant's sole responsibility to contact the SANDAG bid management provider, BidNet, to resolve any technical issues related to electronic submittal, including, but not limited to, registering as a vendor, updating password, updating profiles, uploading/downloading documents, and submitting an electronic offer, prior to the submission deadline. BidNet's Vendor Support team is available Monday-Friday from 5 a.m. to 5 p.m. Pacific Time at (800) 835-4603 or e-procurementsupport@bidnet.com.

VIII. Application Evaluation Process and Awards

A. Eligibility Screening

Following the application submittal period, SANDAG staff will perform an eligibility screening of all submitted applications. An eligibility screening involves verifying that an Applicant and their proposed project meet the eligibility requirements included in this CFP. During the eligibility screening process, SANDAG reserves the right to request additional information and/or clarification from any or all Applicants but is not required to do so. Staff may also seek input from a policy advisory committee to determine eligibility. Projects that pass the eligibility screening will be scored (see Project Scoring).

Any Applicants deemed ineligible or whose projects have been deemed ineligible during the eligibility screening will be notified in writing when the determination is made. Applicants may protest the eligibility determination pursuant to the protest procedures (see Protest Procedures).

This CFP does not commit SANDAG to award a contract, defray any costs incurred in preparing an application pursuant to this CFP, or procure or contract for work. SANDAG may reject applications without providing the reason(s) underlying the rejection. Failure by SANDAG to award a funding agreement to Applicants will not result in a cause of action against SANDAG.

1. Scope of Work Review

SANDAG Grant's staff will review the scope of work for all Planning and Climate Action Plan projects to ensure that there are tasks and subtasks with sufficient details needed to describe the project activities to be completed by the Applicant. Staff will meet with each Applicant to review the scope of work in detail and make any necessary changes

to include additional tasks, subtasks, or other details that can assist with project monitoring, closeout, and future performance audits. The revised scope of work will be used in the evaluation process.

B. Scoring and Awarding of Funds

Eligible projects will be scored using the Qualitative and Quantitative criteria approved by the SANDAG Board of Directors and included in this CFP. There are three sets of scoring criteria: Capital, Planning, and Climate Action Plan. The application used will dictate which of the scoring criteria are used by the Evaluation Committee:

1. Qualitative Scoring

An external evaluation panel will provide the Qualitative criteria scores for eligible applications. The evaluation panel will typically consist of at least three but no more than five public members who are familiar with the San Diego region and the grant program goals and objectives.

To avoid conflicts of interest, all evaluation panel members will be screened to be sure they do not have an affiliation with any of the Applicants or proposed projects. Individuals who work for a private company that could potentially receive a future contract from an SGIP Applicant due to the project being selected for funding will not be permitted to serve as evaluators.

2. Quantitative Scoring

SANDAG Grants and Data Science staff will provide the Quantitative criteria scores for each project. Points associated with Quantitative criteria undergo a quality assurance/quality control (QA/QC) review to ensure that data used in the Quantitative scoring process are accurate and points were awarded appropriately.

3. Calculation of Total Application Scores

An application's Average Qualitative Score will be calculated by summing all evaluator scores for that application and dividing by the number of evaluators. The application's Average Qualitative Score will then be added to the Quantitative scores, producing the Total Application Score.

4. Tiebreakers

If two or more projects receive the same Total Application Score, the following methodology in descending order will be used as the tiebreaker:

Capital Projects:

- Highest score on the Criteria #3
- Highest combined score on Criteria #4
- Highest combined score on Criteria #2

Planning Projects:

- Highest score on Criteria #3

- Highest combined score on Criteria #4
- Highest combined score on Criteria #2

Climate Action Plan Projects:

- Project that is a new CAP or CAP Update
- Highest combined score on Criteria #2
- Highest combined score on Criteria #3

5. Minimum Total Application Score

To ensure grant funds support quality projects, a project must receive a Total Application Score that is at least 50 points to be eligible for funding.

6. Funding Recommendations and Geographic Funding Distribution

Following the scoring process outlined above, applications in each project type will be placed in descending Total Application Score order (from the highest to lowest). Projects will be recommended to receive funding based on this order and the following. As previously stated, partial awards may be recommended (see the section entitled “Partial Awards”).

- First, for each project type the applications will be recommended to receive funding in descending Total Application Score order, until all Applicants with applications receiving scores 50 points or higher have received funding for at least one project or funding is exhausted, whichever comes first.
- If funding remains, additional applications will be recommended to receive funding in descending Total Application Score order until funding is exhausted.

SANDAG will recommend a list of projects to the Board of Directors that are financially constrained by the amount of funding available.

7. Social Equity Analysis

SANDAG will conduct a social equity analysis to determine whether the funding recommendations if approved, will result in an equitable distribution in the region.

8. Partial Awards

Given the competitive nature of the grant program and the finite amount of funds available through this CFP, Applicants may receive partial awards. Additionally, SANDAG may choose to roll over any remaining funds not awarded through this Call for Projects to a future CFP. SANDAG handles partial awards differently based on the scalability of a project. SANDAG, at its sole discretion, will determine whether a project is Scalable or Non-Scalable.

Applicants whose projects are recommended for partial award and are Scalable will be required to work with SANDAG staff before grant agreement execution to alter the scope of work, budget, and schedule submitted as a part of the application to reflect a reduced scope of work.

Applicants whose projects are recommended for partial award and cannot be scaled will be asked if they would like to accept the partial funding award with the condition that the entire project, as proposed in the scope of work included in the application, must be completed. Applicants will be required to contribute additional Matching Funds than listed in their application to complete the project scope of work.

If an Applicant cannot provide the necessary Matching Funds and declines the partial funding award, the award will be offered consistent with the process identified in the section entitled “Application Evaluation Process”. If no Applicant accepts the funding, the funding may be rolled over to future funding cycles.

9. Review of Project Eligibility

Prior to taking the funding recommendations to the policy advisory committee and Board of Directors, ITOC will be asked to review the recommended projects and verify that the projects are consistent with the TransNet Extension Ordinance and eligible for funding.

10. Approval of the Funding Recommendations and Contingency List

Following the ITOC eligibility review, the funding recommendations will be presented to the relevant policy advisory committee for recommendation to the Board of Directors. The Board of Directors will then be asked to approve the proposed funding recommendations.

SANDAG will provide Applicants with a Notice of Intent to Award in advance of the publication of the meeting agenda in which the funding recommendations will be presented. See the Timeline for the Notice of Intent to Award date

C. Grant Agreement Execution

If awarded funds, an Applicant will enter into a grant agreement with SANDAG for the approved project scope of services and become a “grantee.” A sample grant agreement is included with the CFP.

Applicants are encouraged to review the sample grant agreement within their organization prior to submitting an application. Aside from any potential errors or omissions, the terms of the grant agreement will be substantially the same as those in the sample grant agreement and are non-negotiable. Failure to sign and return the grant agreement within 45 days of receiving the grant agreement from SANDAG may result in revocation of the grant award. See the section entitled “SANDAG Board Policy No. 035.”

D. Protests

SANDAG grant program protest procedures may be obtained online at <https://www.sandag.org/funding/grant-programs>.

I. Capital Scoring Criteria and Rubric

Capital projects will be scored based on the Applicant's responses to the Capital Project Scoring Criteria below. The Capital Project Scoring Rubric is a guide for SANDAG staff and the Evaluation Panel to assist with awarding points based on the Scoring Criteria. The Objective criteria (points calculated by SANDAG's Department of Data Science or Grants staff) are marked with an asterisk (*).

A. Capital Project Scoring Criteria

No.	CRITERIA	POINTS POSSIBLE
1.	*RELATIONSHIP TO REGIONAL TRANSIT	10
	The project area includes or is within 0.5 miles of a 2035 Transit Priority Area	10
	The project area includes or is within 0.5 miles of an existing or planned transit stop	5
2.	FURTHERS THE REGIONAL PLAN AND SUSTAINABLE COMMUNITIES IMPLEMENTATION STRATEGIES	15
A.	The degree to which the project furthers the Sustainable Communities Strategy <ul style="list-style-type: none"> i. *Proximity To A Mobility Hub ii. Furthers The Sustainable Communities Strategy 	5
B.	The degree to which the project furthers safety and the Regional Vision Zero Resolution <ul style="list-style-type: none"> i. *Proximity To The Safety Focus Network Or Systemic Safety Network ii. Proposed Safety Improvements 	5
C.	The degree to which the project furthers equity and benefits disadvantaged communities <ul style="list-style-type: none"> i. *Project Location ii. Benefit To A Disadvantaged Community 	5
3.	SMART GROWTH IMPLEMENTATION	15
	The degree to which the project furthers smart growth principles and implementation	
4.	PROJECT FEASIBILITY	30
A.	*Project development milestones that are completed on or before the Application Deadline.	10
B.	The degree to which the project will efficiently use program funds, as demonstrated by the proposed project scope, schedule, and budget.	15
C.	The degree to which community members have been engaged and outreach is incorporated throughout the project.	5

5.	*BOARD POLICY NO. 033	25
A.	Prohousing Policies (Favorable Zoning and Land Use, Acceleration of Housing Production Timeframes, Reduction of Construction and Development Costs, Providing Financial Subsidies)	12.5
B.	Housing Equity/Affirmatively Furthering Fair Housing	12.5
6.	*MATCHING FUNDS	5
	Points will be awarded based on the scale provided in the Scoring Rubric.	
	TOTAL	100

B. Capital Scoring Rubric

Below is a general scoring guide that provides more specific language based on a project's ability to meet the evaluation criteria.

Term	Definition
Clearly and convincingly	to a considerable extent with substantive documentation or evidence
Sufficiently	to a satisfactory extent with adequate documentation or evidence
Mostly	to a large extent with general documentation or evidence
Partially	to a limited extent with incomplete documentation or evidence
Minimally	to a small extent and without documentation or evidence
Does Not Demonstrate	unable to address criterion, even to a minimal extent

1. Relationship To Regional Transit

*NOTE: The SANDAG Data Science staff will calculate the points awarded for these criteria. Points will be awarded based on the proposed project's proximity to existing or programmed transit facilities included in the [2035 Transit Priority Areas identified in the SANDAG 2021 Regional Plan](#). An interactive map that identifies the Mobility Hubs can be found here: <https://sandag.maps.arcgis.com/apps/Cascade/index.html?appid=897af882e8c14b1e996c33e48bc15347>.

A regional transit station is defined as any station served by COASTER, SPRINTER, Trolley, *Rapid*, or *Rapid Express* Routes. A local transit stop is defined as any stop served by MTS bus routes or NCTD BREEZE services. A list of MTS transit services and stations is available here: <https://www.sdmts.com/transit-services>. A list of NCTD services and stations is available here:

<https://gonctd.com/services/transit-centers/>. Distance refers to walking distance based on actual available pathways. **Up to 10 points possible**

Applicant Response	Points
The project area includes or is within 0.5 miles of a 2035 Transit Priority Area in the 2021 Regional Plan	10 points
The project area includes or is within 0.5 miles of an existing or planned transit stop	5 points
The project does not include or is not within 0.5 miles of an existing or planned transit stop	0 points

2. Furthers The Regional Plan And Sustainable Communities Implementation Strategies (Up to 15 points possible)

A. Sustainable Communities Strategy (Up to 5 points possible)

i. Proximity To A Mobility Hub

*NOTE: The SANDAG Data Science staff will calculate the points awarded for these criteria. Points will be awarded based on the proposed project's proximity to one or more Mobility Hubs included in the [SANDAG 2021 Regional Plan](#). An interactive map that identifies the Mobility Hubs can be found here: <https://sandag.maps.arcgis.com/apps/Cascade/index.html?appid=897af882e8c14b1e996c33e48bc15347>. **Up to 2 points possible**

Applicant Response	Points
The project includes or is within a Mobility Hub	2 points
The project does not include nor is within a Mobility Hub	0 points

ii. Furthers The Sustainable Communities Strategy

The primary purpose of the Sustainable Communities Strategy is to show how development patterns and our transportation system will work together to reduce greenhouse gas (GHG) emissions for cars and light trucks, providing a more sustainable future for our region. Ways to do this include implementing a land use strategy that facilitates VMT reduction, zoning for a higher density of housing than is currently allowed, improving jobs-housing balance, and planning for transportation/mobility improvements to better connect housing to the existing/planned regional transportation network. Applicants will receive points based on the degree to which the project furthers the Sustainable Communities Strategy. **Up to 3 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates how it furthers the SCS and provides substantive documentation or evidence.	3 points

Sufficiently demonstrates how it furthers the SCS and provides adequate documentation or evidence.	2 points
Partially demonstrates how it furthers the SCS and provides incomplete documentation or evidence.	1 point
Unable to address criterion, even to a minimal extent	0 points

B. Furthers Safety And The Regional Vision Zero Resolution

The SANDAG Board of Directors adopted a [Regional Vision Zero Resolution](#) that includes steps toward eliminating all traffic fatalities and severe injuries while increasing safe, healthy, and equitable mobility options for all. Applicants will receive points based on the degree to which the project furthers safety and the Region Vision Zero Resolution. **Up to 5 points possible**

i. Proximity To The Safety Focus Network Or Systemic Safety Network

*NOTE: The SANDAG Data Science staff will calculate the points awarded for this criterion. Points will be awarded based on the proposed project's proximity to the Safety Focus Network or Systemic Safety Network. An interactive map that identifies the SFN and SSN can be found here:

<https://sandag.maps.arcgis.com/apps/Cascade/index.html?appid=897af882e8c14b1e996c33e48bc15347>. **Up to 2 points possible**

Applicant Response	Points
The project is on or within .25 miles of the Safety Focus Network (SFN) or Systemic Safety Network (SSN).	2 points
The project is not on or within .25 miles of the Safety Focus Network (SFN) or Systemic Safety Network (SSN).	0 points

ii. Proposed Safety Improvements

The applicant will receive points if the project includes proven bicycle, pedestrian, and traffic calming safety countermeasures. Applicants should review the Federal Highway Administration's [Proven Safety Countermeasures](#) and the National Highway Traffic Safety Administration (NHTSA)'s [Countermeasures That Work](#) for examples and additional guidance. **Up to 3 points possible**

Applicant Response	Points
The project includes proven bicycle, pedestrian, and traffic calming safety countermeasures.	3 points
The project does not include proven bicycle, pedestrian, and traffic calming safety countermeasures.	0 points

C. Furthers Equity And Benefits Disadvantaged Communities (Up to 5 points possible)

i. Project Location

*NOTE: The SANDAG Data Science staff will calculate the points awarded for these criteria. Points will be awarded if the project is located in a disadvantaged community as identified in the SANDAG 2021 Regional Plan. An interactive map that identifies the disadvantaged communities can be found here:

<https://sandag.maps.arcgis.com/apps/Cascade/index.html?appid=897af882e8c14b1e996c33e48bc15347>. **Up to 2 points possible**

Applicant Response	Points
The project includes or is located in a disadvantaged community.	2 points
The project does not include or is not located in a disadvantaged community	0 points

ii. Benefit To A Disadvantaged Community

Applicants will receive points based on the degree to which the project furthers equity and benefits disadvantaged communities. **Up to 3 points possible**

Applicant Response	Points
Sufficiently demonstrates that it furthers equity and benefits disadvantaged communities	3 points
Partially demonstrates that it furthers equity and benefits disadvantaged communities	1 point
Does not demonstrate that it furthers equity and benefits disadvantaged communities	0 points

3. Smart Growth Implementation (Up to 15 points possible)

SANDAG seeks to promote a pattern of development with whole communities that feature a convenient mix of travel choices, safer streets, and supportive amenities. Smart Growth is a compact, efficient, and environmentally sensitive pattern of development that provides people with additional travel, housing, and employment choices by focusing future growth away from rural areas and closer to existing and planned job centers and public facilities while preserving open space and natural resources. The basic principles of smart growth include:

- Mix land uses.
- Take advantage of compact building design.
- Create a range of housing opportunities and choices.
- Create walkable neighborhoods.

- Foster distinctive, attractive communities with a strong sense of place.
- Preserve open space, farmland, natural beauty, and critical environmental areas.
- Strengthen and direct development towards existing communities.
- Provide a variety of transportation choices.
- Make development decisions predictable, fair, and cost effective.
- Encourage community and stakeholder collaboration in development decisions

Applicants will receive points based on the degree to which the proposed project furthers smart growth principles implementation and strategies. **Up to 15 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates smart growth policy implementation and directly furthers the basic principles of smart growth strategies by providing substantive documentation or evidence.	13-15 points
Sufficiently demonstrates smart growth policy implementation and furthers the basic principles of smart growth strategies by providing sufficient documentation or evidence.	10-12 points
Mostly demonstrates smart growth policy implementation and furthers the basic principles of smart growth strategies by providing adequate documentation or evidence.	7-9 points
Partially demonstrates smart growth policy implementation and furthers the basic principles of smart growth strategies by providing some documentation or evidence.	4-6 points
Minimally demonstrates smart growth policy implementation and furthers the basic principles of smart growth strategies but provides no documentation or evidence.	1-3 points
Unable to address criterion, even to a minimal extent.	0 points

4. Project Feasibility (Up to 30 Points Possible)

A. Completion Of Major Milestones

*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion.

Points will be awarded for project development milestones that are completed on or before the Application Deadline, based on the dates that the Applicant provides in the grant application. **Up to 10 points possible**

Applicant Response	Points
Planning Document	
The neighborhood-level plan, corridor study, or community active transportation strategy is completed on or before the Application Deadline.	1 point
The neighborhood-level plan, corridor study, or community active transportation strategy will be completed after the Application Deadline.	0 points
Environmental Review	
Environmental review under the California Environmental Quality Act is completed or will be completed before the Application Deadline.	2 points
Environmental review under the California Environmental Quality Act will be completed after the Application Deadline.	0 points
Right-Of-Way Acquisition and All Necessary Entitlements	
Right-of-way acquisition and all necessary entitlements or evidence that right-of-way acquisition is not required are completed on or before the Application Deadline.	3 points
Right-of-way acquisition and all necessary entitlements or evidence that right-of-way acquisition is not required will be completed after the Application Deadline.	0 points
Ready To Bid for Construction	
The project will be ready to bid for construction within 6 months or less of the Application Deadline.	4 points
The project will be ready to bid for construction within 12 months or less of the Application Deadline.	3 points
The project will be ready to bid for construction within 18 months or less of the Application Deadline.	2 points
The project will be ready to bid for construction within 24 months or less of the Application Deadline.	1 point
The project will be ready to bid for construction within 24 months or more of the application deadline.	0 points

B. Efficient Use Of Program Funds

There are never enough grant funds to pay for all of the projects worthy of funding in the San Diego region. For this reason, SANDAG awards grant funds on a competitive basis that takes the Applicant's ability to perform their proposed project on a timely basis into account. SANDAG holds grantees accountable to the project schedules they have proposed in their grant application in order to ensure fairness in the competitive process and encourage grantees to implement projects quickly so the public can benefit from project deliverables as soon as possible.

Applicants will receive points based on the degree to which the project will efficiently use program funds, as demonstrated by the proposed project scope, schedule, and budget and the following factors. **Up to 15 points possible**

- The scope of work should identify all major tasks and subtasks that are necessary to complete the project. The Applicant should take into consideration any tasks or subtasks that may be necessary, even if, during project implementation, those tasks are deemed unnecessary. Projects currently in the planning phase should consider the steps it will take to complete the planning work, including robust stakeholder engagement. Projects that have not yet completed environmental review should consider the work necessary to achieve CEQA compliance. Projects that are not within the right-of-way owned by the Applicant should consider all right-of-way acquisition and entitlement requirements and the effort required to complete those steps, including subtasks when appropriate. Applicants are strongly encouraged to consider any regulatory influence on the project (e.g. the Public Utilities Commission, California Coastal Commission, etc.). Any tasks that require approval or input from another public agency should also be included. All projects should consider the effort necessary to prepare a public works project for competitive bidding and ensure that their agency's procurement requirements will be met before putting the project out to bid. The scope of work should also consider the approvals needed to enter into the contract with the construction contractor and any other consultant or support services (e.g., design support, construction management, and labor compliance) needed during project construction.
- The project schedule should include start dates that are reasonable, taking into account any work that has already been completed before the NTP has been issued, and any other tasks or subtasks that might impact the start date. Project durations and completion dates should be reasonable and take into account timeframes that the Applicant can actually achieve. Applicants should keep in mind that they will be required to adhere to the schedule listed in their grant application, and that all schedules must meet the Project Milestone and Completion Deadlines that are listed in [SANDAG Board Policy No. 035](#). Applicants are strongly discouraged from including timeframes that are not reasonable, and Applicants should be aware that any awarded project that cannot meet the Project Milestone and Completion Deadlines will be put on the watch list and subject to scrutiny by the TransNet Independent Taxpayer Oversight Committee, and Regional Planning and Transportation Committees.
- The project budget should consider all of the tasks and subtasks listed in the scope of work. Each task and subtask should identify reasonable costs to complete the task or subtask, and any matching funds should be included. Please note that all dates in the schedule are starting from the date SANDAG will issue the Notice to Proceed to the Applicant, which is typically within 30-45 days of the funding awards being approved by the Board of Directors.

Applicant Response	Points
Clearly and convincingly demonstrates that the project will efficiently use the grant funding.	13-15 points
Sufficiently demonstrates the project will efficiently use the grant funding by providing sufficient documentation or evidence.	10-12 points

Mostly demonstrates the project will efficiently use the grant funding by providing adequate documentation or evidence.	7-9 points
Partially demonstrates the project will efficiently use the grant funding by providing some documentation or evidence.	4-6 points
Minimally demonstrates the project will efficiently use the grant funding but provides no documentation or evidence.	1-3 points
Unable to address criterion, even to a minimal extent.	0 points

C. Community Engagement

Applicants will receive points based on the degree to which community members have been engaged and outreach to the community is incorporated throughout the project.

Factors to be considered are the inclusiveness of the planning process, evidence that key stakeholders will be active participants in the process, and community priorities will be reflected in the proposed project. The highest-scoring projects will demonstrate strong community support for the project, substantial community input will be sought or has been included in the planning or other process, key stakeholders have been identified, including underserved and limited English proficiency populations, and the Applicant will ensure that the community has a meaningful role in the project.

Lower scoring projects will have minimal opportunities for community engagement in the scope of work, include generic letters of support that fail to demonstrate substantive stakeholder involvement, outreach or involvement to the community is or will be done at a minimal level, or the Applicant fails to account for limited English proficiency populations. **Up to 5 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	5 points
Partially demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	3 points
Minimally demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	1 point
Does not demonstrate that the project has or will have strong community support and opportunity for input and a meaningful role in the project, or excludes underserved and/or limited English proficiency populations.	0 points

5. Board Policy No. 033

Points will be awarded based on the Applicant's adoption of Prohousing policies and demonstrated commitment to advancing housing equity. **(Up To 25 points possible)**

*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion based on the Applicant's responses in the grant application.

A. Prohousing Policies

Applicants will be awarded 2.5 or 5 points, as indicated below, by demonstrating that the Applicant has implemented policies that accelerate the production of housing in the four categories listed below. An Applicant that has received a Prohousing Designation from HCD will receive 12.5 points. A maximum of 5 points can be earned per category for Applicants without a Prohousing Designation and no Applicant can receive more than 12.5 points when all subcriteria scores are added together. **(Up to 12.5 points possible)**

i. Favorable Zoning And Land Use (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> Housing element plan for zoned capacity of >150% of RHNA Permitting missing middle uses (e.g., duplexes, triplexes, fourplexes, townhomes) in existing low-density single-family zones Eliminating minimum parking requirements Allowing residential in commercial zones 	5 points
<ul style="list-style-type: none"> Allowing more/larger accessory dwelling units (ADUs) than state law requires Density bonus that is >10% more than state requirements Established Workforce Housing Opportunity Zone (WHOZ) or housing sustainability district Standards to promote more density Housing element plan for zoned capacity of >125% of RHNA Reduced parking requirements 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

ii. Acceleration Of Housing Production Timeframes (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> Ministerial approval of housing Streamlined/program-level California Environmental Quality Act (CEQA) Environmental Impact Report (EIR) for general plans/specific plans etc. Permit process that is less than two months Elimination of public hearings for projects consistent with zoning/general plan 	5 points

<ul style="list-style-type: none"> One-stop shop permitting processes or single point of contact Priority permit processing or reduced plan check times for ADUs/junior ADUs, multifamily, or affordable housing 	
<ul style="list-style-type: none"> Streamlined housing development at the project level Permit process that is less than four months Three public hearings limit for projects consistent with zoning/general plan Eliminated or replaced subjective design standards with objective standards that simplify zoning Standard entitlement application Publicly posting online status updates on permit approvals 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

iii. Reduction Of Construction And Development Costs (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> Waived development impact fees for housing Adopted universal design ordinances Preapproved prototype plans for missing middle housing (e.g., duplexes, triplexes, fourplexes, townhomes) 	5 points
<ul style="list-style-type: none"> Measures that reduce costs for transportation-related infrastructure or that encourage active transit or other alternatives to cars Reduced development impact fees for housing Less restrictive ADU standards than state requirements Fee reduction, including deferrals or reduced fees for housing with people with special needs Promoting innovative housing types that reduced development costs 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

iv. Providing Financial Subsidies (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> Local housing trust fund or collaboration on regional fund Program to comply with Surplus Lands Act and make publicly owned land available for affordable housing Enhanced Infrastructure Financing District (EIFD) 	5 points

<ul style="list-style-type: none"> • Prioritization of local general funds for affordable housing 	
<ul style="list-style-type: none"> • Grants/low-interest loans for affordable ADUs • Direct residual redevelopment funds to affordable housing • Development and regular use of housing subsidy pool, local/regional trust, or similar funding source 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

B. Housing Equity

In February 2021, the SANDAG Board of Directors adopted a statement demonstrating its [Commitment to Equity](#). Following Government Code section 8899.50 and SANDAG's Commitment to Equity, SANDAG encourages development in jurisdictions with Housing Equity policies. Applicants will be awarded 2.5 or 5 points, as indicated below, for each policy that advances housing equity and affirmatively furthers fair housing. A maximum of 5 points can be earned per category for Applicants without a Prohousing Designation, and no Applicant can receive more than 12.5 points when all subcriteria scores are added together. **(Up to 12.5 points possible)**

Applicant Response	Points
<ul style="list-style-type: none"> • An adopted inclusionary housing ordinance • Rent stabilization policies • Anti-displacement policies in conjunction with transit improvements • Strategies or funds to preserve naturally occurring affordable housing • Tenant protection policies such as access to counsel, just cause eviction policy, etc. • Rezoning and other policies that result in a net gain of low- and moderate-income housing while concurrently mitigating development impacts on or from environmentally sensitive or hazardous areas. • Programs, and land use plans and policies that are intended to result in increased investment (such as infrastructure, housing, open space, etc.) in lower opportunity areas. Such areas include but are not limited to, Low Resource and High Segregation & Poverty areas designated in the 2021 California Tax Credit Allocation Committee (TCAC)/HCD Opportunity Maps and disadvantaged communities pursuant to California Senate Bill 535 (2012). • Zone changes or other policies (other than those listed above) that increase low- and moderate-income housing and affordability in High Resource and Highest Resource areas, as designated in the 2021 TCAC/HCD Opportunity Maps. 	5 points

<ul style="list-style-type: none"> • Displacement risk studies • Publicly available database of affordable housing properties at risk of losing affordability restrictions through the expiration of rent restrictions or tenant voucher programs • Proactive monitoring of housing at risk of losing affordability restrictions and proactive enforcement of state-mandated tenant notification provisions 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

6. Matching Funds

*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion.

Points for matching funds will be awarded based on the following scale. The matching fund percentage is derived by dividing the total matching funds provided in the grant application by the sum of the total SGIP grant requested and the total matching funds listed in the grant application. **Up to 5 points possible**

Percentage of Matching Funds	Points
20.01% - 25.00% and above of the total project cost	5 points
15.01% - 20.00% of total project cost	4 points
10.01% - 15.00% of total project cost	3 points
5.01% - 10.00% of total project cost	2 points
0.01% - 5.00% of total project cost	1 point
0% of total project cost	0 points

II. Planning Scoring Criteria and Rubric

Planning projects will be scored based on the Applicant's responses to the Planning Project Scoring Criteria below. The Planning Project Scoring Rubric is a guide for SANDAG staff and the Evaluation Panel to assist with awarding points based on the Scoring Criteria. The Objective criteria (points calculated by SANDAG's Department of Data Science or Grants staff) are marked with an asterisk (*).

A. Planning Project Scoring Criteria

No.	CRITERIA	POINTS POSSIBLE
1.	*RELATIONSHIP TO REGIONAL TRANSIT	10
	The project area includes or is within 0.5 miles of a 2035 Transit Priority Area	10
	The project area includes or is within 0.5 miles of an existing or planned transit stop	5
2.	FURTHERS THE REGIONAL PLAN AND SUSTAINABLE COMMUNITIES IMPLEMENTATION STRATEGIES	20
A.	The degree to which the project furthers the Sustainable Communities Strategy i. *Proximity To A Mobility Hub ii. Furthers The Sustainable Communities Strategy	10
B.	The degree to which the project furthers safety and the Regional Vision Zero Resolution i. *Proximity To The Safety Focus Network Or Systemic Safety Network ii. Proposed Safety Improvements	5
C.	The degree to which the project furthers equity and benefits disadvantaged communities i. *Project Location ii. Benefit To A Disadvantaged Community	5
3.	SMART GROWTH IMPLEMENTATION	15
A.	*Smart Growth Activities	5
B.	Furthers Smart Growth Implementation and Strategies	10
4.	PROJECT FEASIBILITY	25
A.	*The degree to which the project will efficiently use program funds, as demonstrated by the proposed project scope, schedule, and budget.	15
B.	The degree to which community members have been engaged and outreach is incorporated throughout the project.	10

5.	*BOARD POLICY NO. 033	25
A.	Prohousing Policies (Favorable Zoning and Land Use, Acceleration of Housing Production Timeframes, Reduction of Construction and Development Costs, Providing Financial Subsidies)	12.5
B.	Housing Equity/Affirmatively Furthering Fair Housing	12.5
6.	MATCHING FUNDS	5
	Points will be awarded based on the scale provided in the Scoring Rubric.	
	TOTAL	100

B. Planning Scoring Rubric

Below is a general scoring guide that provides more specific language based on a project's ability to meet the evaluation criteria.

Term	Definition
Clearly and convincingly	to a considerable extent with substantive documentation or evidence
Sufficiently	to a satisfactory extent with adequate documentation or evidence
Mostly	to a large extent with general documentation or evidence
Partially	to a limited extent with incomplete documentation or evidence
Minimally	to a small extent and without documentation or evidence
Does Not Demonstrate	unable to address criterion, even to a minimal extent

1. Relationship To Regional Transit

*NOTE: The SANDAG Data Science staff will calculate the points awarded for these criteria. Points will be awarded based on the proposed project's proximity to existing or programmed transit facilities included in the [2035 Transit Priority Areas identified in the SANDAG 2021 Regional Plan](#). An interactive map that identifies the Mobility Hubs can be found here: <https://sandag.maps.arcgis.com/apps/Cascade/index.html?appid=897af882e8c14b1e996c33e48bc15347>.

A regional transit station is defined as any station served by COASTER, SPRINTER, Trolley, *Rapid*, or *Rapid Express* Routes. A local transit stop is defined as any stop served by MTS bus routes or NCTD BREEZE services. A list of MTS transit services and stations is available here: <https://www.sdmts.com/transit-services>. A list of NCTD services and stations is available here:

<https://gonctd.com/services/transit-centers/>. Distance refers to walking distance based on actual available pathways. **Up to 10 points possible**

Applicant Response	Points
The project area includes or is within 0.5 miles of a 2035 Transit Priority Area in the 2021 Regional Plan	10 points
The project area includes or is within 0.5 miles of an existing or planned transit stop	5 points
The project area does not include or is not within 0.5 miles of an existing or planned transit stop	0 points

2. Furthers The Regional Plan and Sustainable Communities Implementation Strategies (Up to 20 points possible)

A. Sustainable Communities Strategy (Up to 10 points possible)

i. Proximity To A Mobility Hub

*NOTE: The SANDAG Data Science staff will calculate the points awarded for these criteria. Points will be awarded based on the proposed project's proximity to one or more Mobility Hubs included in the [SANDAG 2021 Regional Plan](#). An interactive map that identifies the Mobility Hubs can be found here: <https://sandag.maps.arcgis.com/apps/Cascade/index.html?appid=897af882e8c14b1e996c33e48bc15347>. **Up to 3 points possible**

Applicant Response	Points
The project includes or is within a Mobility Hub	3 points
The project does not include nor is within a Mobility Hub	0 points

ii. Furthers The Sustainable Communities Strategy

The primary purpose of the Sustainable Communities Strategy is to show how development patterns and our transportation system will work together to reduce greenhouse gas (GHG) emissions for cars and light trucks, providing a more sustainable future for our region. Ways to do this include implementing a land use strategy that facilitates VMT reduction, zoning for a higher density of housing than is currently allowed, improving jobs-housing balance, and planning for transportation/mobility improvements to better connect housing to the existing/planned regional transportation network. Applicants will receive points based on the degree to which the project furthers the Sustainable Communities Strategy. **Up to 7 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates how it furthers the SCS and provides substantive documentation or evidence.	7 points

Sufficiently demonstrates how it furthers the SCS and provides adequate documentation or evidence.	5-6 points
Mostly demonstrates how it furthers the SCS and provides general documentation or evidence.	3-4 points
Partially demonstrates how it furthers the SCS and provides incomplete documentation or evidence.	1-2 points
Unable to address criterion, even to a minimal extent	0 points

B. Furthers Safety And The Regional Vision Zero Resolution

The SANDAG Board of Directors adopted a [Regional Vision Zero Resolution](#) that includes steps toward eliminating all traffic fatalities and severe injuries while increasing safe, healthy, and equitable mobility options for all. Applicants will receive points based on the degree to which the project furthers safety and the Region Vision Zero Resolution. **Up to 5 points possible**

i. Proximity To The Safety Focus Network Or Systemic Safety Network

*NOTE: The SANDAG Data Science staff will calculate the points awarded for this criterion. Points will be awarded based on the proposed project's proximity to the Safety Focus Network or Systemic Safety Network. An interactive map that identifies the Mobility Hubs can be found here: <https://sandag.maps.arcgis.com/apps/Cascade/index.html?appid=897af882e8c14b1e996c33e48bc15347>. **Up to 2 points possible**

Applicant Response	Points
The project is on or within .25 miles of the Safety Focus Network (SFN) or Systemic Safety Network (SSN).	2 points
The project is not on or within .25 miles of the Safety Focus Network (SFN) or Systemic Safety Network (SSN).	0 points

ii. Proposed Safety Improvements

The applicant will receive points if the project includes proven bicycle, pedestrian, and traffic calming safety countermeasures. Applicants should review the Federal Highway Administration's [Proven Safety Countermeasures](#) and the National Highway Traffic Safety Administration (NHTSA)'s [Countermeasures That Work](#) for examples and additional guidance. **Up to 3 points possible**

Applicant Response	Points
The project includes proven bicycle, pedestrian, and traffic calming safety countermeasures.	3 points
The project does not include proven bicycle, pedestrian, and traffic calming safety countermeasures.	0 points

C. Furthers Equity And Benefits Disadvantaged Communities (Up to 5 points possible)

i. Project Location

*NOTE: The SANDAG Data Science staff will calculate the points awarded for these criteria. Points will be awarded if the project is located in a disadvantaged community as identified in the SANDAG 2021 Regional Plan. An interactive map that identifies the Mobility Hubs can be found here:

<https://sandag.maps.arcgis.com/apps/Cascade/index.html?appid=897af882e8c14b1e996c33e48bc15347>. **Up to 2 points possible**

Applicant Response	Points
The project includes or is located in a disadvantaged community.	2 points
The project does not include or is not located in a disadvantaged community	0 points

ii. Benefit To A Disadvantaged Community

Applicants will receive points based on the degree to which the project furthers equity and benefits disadvantaged communities. **Up to 3 points possible**

Applicant Response	Points
Sufficiently demonstrates that it furthers equity and benefits disadvantaged communities	3 points
Partially demonstrates that it furthers equity and benefits disadvantaged communities	1 point
The project does not demonstrate that it furthers equity and benefits disadvantaged communities	0 points

3. Smart Growth Implementation (Up to 15 points possible)

SANDAG seeks to promote a pattern of development with whole communities that feature a convenient mix of travel choices, safer streets, and support amenities. Smart Growth is a compact, efficient, and environmentally sensitive pattern of development that provides people with additional travel, housing, and employment choices by focusing future growth away from rural areas and closer to existing and planned job centers and public facilities, while preserving open space and natural resources. The basic principles of smart growth include:

- Mix land uses.
- Take advantage of compact building design.
- Create a range of housing opportunities and choices.
- Create walkable neighborhoods.

- Foster distinctive, attractive communities with a strong sense of place.
- Preserve open space, farmland, natural beauty, and critical environmental areas.
- Strengthen and direct development towards existing communities.
- Provide a variety of transportation choices.
- Make development decisions predictable, fair, and cost effective.
- Encourage community and stakeholder collaboration in development decisions

A. Smart Growth Activities

*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion based on the Applicant's responses in the grant application.

Applicants will be awarded 2 points for each smart growth activity, and no Applicant can receive more than 10 points maximum. **Up to 10 points possible**

Applicant Response	Points
<ul style="list-style-type: none"> • Increasing density within a Transit Priority Area (TPA) • Planning Transit Oriented Development (TOD) zones with incentives for affordable housing • Creating Smart Growth & Housing Overlay Zones — A set of zoning ordinances specifying land use and/or design standards for a designated district; to ensure architectural character and urban form align with best practices in Smart Growth and support the development of a range of housing options including moderate and affordable housing options • Establishing density minimums • Develop Smart Growth Design Guidelines — A set of standards that aims to promote walkability, active transportation, multimodal transportation options, • Developing Smart Growth Street Design Standards to promote walking and multimodal transit options. Plans may include narrowing travel-lane width, increasing bicycle lanes, decreasing on-street parking, medians, sidewalks, landscaping, lighting, crosswalks, pedestrian refuge islands, bulbouts, and accessibility ramps. • Creating zoning districts that allow mixed-use, mixed-income development by right (i.e., without the need for a rezoning or special discretionary approval process). • Design guidelines to promote street-oriented buildings, with reduced or eliminated setbacks, building heights at least 50 percent of the street width, and locating vehicle entrances behind or on the sides of buildings. • Design guidelines that promote attractive building entrances and frontages through requiring awnings, canopies, or arcades that offer shade and 	2 points

<p>weather protection for pedestrians and other standards to enhance the pedestrian realm.</p> <ul style="list-style-type: none"> • Walkability or Bike Plans that include design improvements to the public realm such as street trees, increased crosswalk visibility, wider sidewalks, street benches, wayfinding signage, provisions for bicycle parking near building entrances using racks that can support the bicycle's frame at two points, protected bikeways, reduced vehicle speed limits, etc. • Developing a comprehensive active transportation plan citywide, or within a targeted transit-rich neighborhood • Implementing Vision Zero plan city-wide • The project will offer people access to shared, on-demand transportation services that provide convenient and personalized travel options • Measures that reduce costs for transportation-related infrastructure or that encourage active transit or other alternatives to cars • Increasing transportation options (such as bus/rail service, micromobility, active transit, etc.) that connect existing or planned housing to other land uses • The project will create a highly connected street grid network where all adjacent roads are connected to the internal street network and provide for future connection with adjacent properties. • Plan to provide amenities to improve mobility such as trip-planning kiosks, complimentary WiFi, mobile device charging options, electric vehicle charging options, parcel delivery lockers, mobile retail services, passenger loading areas, and secure parking and charging for bikes, scooters, and rideable electric vehicles. • The project includes plans to minimize the impacts of climate change, such as actions identified by the U.S. Environmental Protection Agency (e.g., building compactly and using energy-efficient, green building techniques). • Project includes measures to reduce greenhouse gas emissions and implement a jurisdiction's CAP 	
The project does not include any of the above smart growth activities.	0 points

B. Furthers Smart Growth Implementation and Strategies

Applicants will receive points based on the degree to which the proposed project furthers smart growth implementation and strategies. **Up to 5 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates smart growth implementation and directly furthers the basic principles of smart growth strategies by providing substantive documentation or evidence.	5 points

Sufficiently demonstrates smart growth implementation and furthers the basic principles of smart growth strategies by providing sufficient documentation or evidence.	4 points
Mostly demonstrates smart growth policy implementation and furthers the basic principles of smart growth strategies by providing adequate documentation or evidence.	3 points
Partially demonstrates smart growth implementation and furthers the basic principles of smart growth strategies by providing some documentation or evidence.	2 points
Minimally demonstrates smart growth implementation and furthers the basic principles of smart growth strategies but provides no documentation or evidence.	1 point
Unable to address criterion, even to a minimal extent.	0 points

4. Project Feasibility (Up to 25 points possible)

A. Efficient Use Of Program Funds

There are never enough grant funds to pay for all of the projects worthy of funding in the San Diego region. For this reason, SANDAG awards grant funds on a competitive basis that takes the Applicant's ability to perform their proposed project on a timely basis into account. SANDAG holds grantees accountable to the project schedules they have proposed in their grant application in order to ensure fairness in the competitive process and encourage grantees to implement projects quickly so the public can benefit from project deliverables as soon as possible.

Applicants will receive points based on the degree to which the project will efficiently use program funds, as demonstrated by the proposed project scope, schedule, and budget and the following factors. **Up to 15 points possible**

- The scope of work should identify all major tasks and subtasks that are necessary to complete the project. The Applicant should take into consideration any tasks or subtasks that may be necessary, even if, during project implementation, those tasks are deemed unnecessary. Applicants should consider the steps necessary to complete the planning work, including robust stakeholder engagement. All projects should consider the effort necessary to prepare any necessary consultant work for competitive bidding and ensure that their agency's procurement requirements will be met before advertising the solicitation. The scope of work should also consider the approvals needed to enter into the contract with the selected consultant.
- The project schedule should include start dates that are reasonable, taking into account any work that has already been completed before the NTP has been issued, and any other tasks or subtasks that might impact the start date. Project durations and completion dates should be reasonable and take into account timeframes that the Applicant can actually achieve. Applicants should keep in mind that they will be required to adhere to the schedule listed in their grant application and that all schedules must meet the Project Milestone and Completion Deadlines that are listed in [SANDAG Board Policy No. 035](#). Applicants are strongly discouraged from including timeframes that are not reasonable, and Applicants should be aware that any

awarded project that cannot meet the Project Milestone and Completion Deadlines will be put on the watch list and subject to scrutiny by the TransNet Independent Taxpayer Oversight Committee, and Regional Planning and Transportation Committees.

- The project budget should consider all of the tasks and subtasks listed in the scope of work. Each task and subtask should identify reasonable costs to complete the task or subtask, and any matching funds should be included. Please note that all dates in the schedule start from the date SANDAG will issue the Notice to Proceed to the Applicant, which is typically within 30-45 days of the funding awards being approved by the Board of Directors.

Applicant Response	Points
Clearly and convincingly demonstrates the project will efficiently use the grant funding.	13-15 points
Sufficiently demonstrates the project will efficiently use the grant funding by providing sufficient documentation or evidence.	10-12 points
Mostly demonstrates the project will efficiently use the grant funding by providing adequate documentation or evidence.	7-9 points
Partially demonstrates the project will efficiently use the grant funding by providing some documentation or evidence.	4-6 points
Minimally demonstrates the project will efficiently use the grant funding but provides no documentation or evidence.	1-3 points
Does not demonstrate that the project will efficiently use the grant funding	0 points

B. Community Engagement

Applicants will receive points based on the degree to which community members have been engaged and outreach to the community is incorporated throughout the project.

Factors to be considered are the inclusiveness of the planning process, evidence that key stakeholders will be active participants in the process, and community priorities will be reflected in the proposed project. The highest-scoring projects will demonstrate strong community support for the project, substantial community input will be sought or has been included in the planning or other process, key stakeholders have been identified, including underserved and limited English proficiency populations, and the Applicant will ensure that the community has a meaningful role in the project.

Lower scoring projects will have minimal opportunities for community engagement in the scope of work, include generic letters of support that fail to demonstrate substantive stakeholder involvement, outreach or involvement to the community is or will be done at a minimal level, or the Applicant fails to account for limited English proficiency populations. **Up to 10 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	10 points
Sufficiently demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	8-9 points
Mostly demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	5-7 points
Partially demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	3-4 points
Minimally demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	1-2 points
Does not demonstrate that the project has or will have strong community support and opportunity for input and a meaningful role in the project, or excludes underserved and/or limited English proficiency populations.	0 points

5. Board Policy No. 033

Points will be awarded based on the Applicant's adoption of Prohousing policies and demonstrated commitment to advancing housing equity. **(Up To 25 points possible)**

*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion based on the Applicant's responses in the grant application.

A. Prohousing Policies

Applicants will be awarded 2.5 or 5 points, as indicated below, by demonstrating that the Applicant has implemented policies that accelerate the production of housing in the four categories listed below. An Applicant that has received a Prohousing Designation from HCD will receive 12.5 points. A maximum of 5 points can be earned per category for Applicants without a Prohousing Designation and no Applicant can receive more than 12.5 points when all subcriteria scores are added together. **(Up to 12.5 points possible)**

i. Favorable Zoning And Land Use (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> Housing element plan for zoned capacity of >150% of RHNA Permitting missing middle uses (e.g., duplexes, triplexes, fourplexes, townhomes) in existing low-density single-family zones Eliminating minimum parking requirements 	5 points

<ul style="list-style-type: none"> • Allowing residential in commercial zones 	
<ul style="list-style-type: none"> • Allowing more/larger accessory dwelling units (ADUs) than state law requires • Density bonus that is >10% more than state requirements • Established Workforce Housing Opportunity Zone (WHOF) or housing sustainability district • Standards to promote more density • Housing element plan for zoned capacity of >125% of RHNA • Reduced parking requirements 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

ii. Acceleration Of Housing Production Timeframes (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> • Ministerial approval of housing • Streamlined/program-level California Environmental Quality Act (CEQA) Environmental Impact Report (EIR) for general plans/specific plans etc. • Permit process that is less than two months • Elimination of public hearings for projects consistent with zoning/general plan • One-stop shop permitting processes or single point of contact • Priority permit processing or reduced plan check times for ADUs/junior ADUs, multifamily, or affordable housing 	5 points
<ul style="list-style-type: none"> • Streamlined housing development at the project level • Permit process that is less than four months • Three public hearings limit for projects consistent with zoning/general plan • Eliminated or replaced subjective design standards with objective standards that simplify zoning • Standard entitlement application • Publicly posting online status updates on permit approvals 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

iii. Reduction Of Construction And Development Costs (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none">• Waived development impact fees for housing• Adopted universal design ordinances• Preapproved prototype plans for missing middle housing (e.g., duplexes, triplexes, fourplexes, townhomes)	5 points
<ul style="list-style-type: none">• Measures that reduce costs for transportation-related infrastructure or that encourage active transit or other alternatives to cars• Reduced development impact fees for housing• Less restrictive ADU standards than state requirements• Fee reduction, including deferrals or reduced fees for housing with people with special needs• Promoting innovative housing types that reduced development costs	2.5 points
The Applicant has not implemented any of the above policies.	0 points

iv. Providing Financial Subsidies (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none">• Local housing trust fund or collaboration on regional fund• Program to comply with Surplus Lands Act and make publicly owned land available for affordable housing• Enhanced Infrastructure Financing District (EIFD)• Prioritization of local general funds for affordable housing	5 points
<ul style="list-style-type: none">• Grants/low-interest loans for affordable ADUs• Direct residual redevelopment funds to affordable housing• Development and regular use of housing subsidy pool, local/regional trust, or similar funding source	2.5 points
The Applicant has not implemented any of the above policies.	0 points

B. Housing Equity

In February 2021, the SANDAG Board of Directors adopted a statement demonstrating its [Commitment to Equity](#). Following Government Code section 8899.50 and SANDAG's Commitment to Equity, SANDAG encourages development in jurisdictions with Housing Equity policies. Applicants will be awarded 2.5 or 5 points, as indicated below, for each policy that advances housing equity and affirmatively furthers fair housing. A maximum of 5 points can be earned per category for Applicants without a Prohousing Designation,

and no Applicant can receive more than 12.5 points when all subcriteria scores are added together. **(Up to 12.5 points possible)**

Applicant Response	Points
<ul style="list-style-type: none"> • An adopted inclusionary housing ordinance • Rent stabilization policies • Anti-displacement policies in conjunction with transit improvements • Strategies or funds to preserve naturally occurring affordable housing • Tenant protection policies such as access to counsel, just cause eviction policy, etc. • Rezoning and other policies that result in a net gain of low- and moderate-income housing while concurrently mitigating development impacts on or from environmentally sensitive or hazardous areas. • Programs, and land use plans and policies that are intended to result in increased investment (such as infrastructure, housing, open space, etc.) in lower opportunity areas. Such areas include but are not limited to, Low Resource and High Segregation & Poverty areas designated in the 2021 California Tax Credit Allocation Committee (TCAC)/HCD Opportunity Maps and disadvantaged communities pursuant to California Senate Bill 535 (2012). • Zone changes or other policies (other than those listed above) that increase low- and moderate-income housing and affordability in High Resource and Highest Resource areas, as designated in the 2021 TCAC/HCD Opportunity Maps. 	5 points
<ul style="list-style-type: none"> • Displacement risk studies • Publicly available database of affordable housing properties at risk of losing affordability restrictions through the expiration of rent restrictions or tenant voucher programs • Proactive monitoring of housing at risk of losing affordability restrictions and proactive enforcement of state-mandated tenant notification provisions 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

6. Matching Funds

*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion.

Points for matching funds will be awarded based on the following scale. The matching fund percentage is derived by dividing the total matching funds provided in the grant application by the total sum of the total SGIP grant requested and the total matching funds listed in the grant application. **Up to 5 points possible**

Percentage of Matching Funds	Points
20.01% - 25.00% and above of the total project cost	5 points
15.01% - 20.00% of total project cost	4 points
10.01% - 15.00% of total project cost	3 points
5.01% - 10.00% of total project cost	2 points
0.01% - 5.00% of total project cost	1 point
0% of total project cost	0 points

III. Climate Action Plan Scoring Criteria and Rubric

Climate Action Plan projects will be scored based on the Applicant's responses to the Climate Action Plan Scoring Criteria below. The Climate Action Plan Scoring Rubric is a guide for SANDAG staff and the Evaluation Panel to assist with awarding points based on the Scoring Criteria. The Objective criteria (points calculated by SANDAG's Department of Data Science or Grants staff) are marked with an asterisk (*).

A. Climate Action Plan Scoring Criteria

No.	CRITERIA	POINTS POSSIBLE
1.	NEW CLIMATE ACTION PLAN OR CAP UPDATE CONTENTS	20
A.	*The project will develop a new CAP or update an existing CAP that was adopted three or more years ago.	4
B.	The new CAP or CAP Update includes a greenhouse gas (GHG) emissions inventory for an appropriate recent baseline year, in accordance with adopted protocols, and includes near- and long-term GHG emissions forecasts and reduction targets (e.g., 2035 and 2050).	8
C.	The new CAP or CAP Update includes specific, quantifiable GHG reduction measures to achieve the GHG reduction targets.	8
2.	IMPLEMENTATION AND MONITORING	25
A.	<p>The new CAP or CAP Update describes the plan for implementing each GHG emissions reduction measure, including, but not limited to, the identification of responsible parties, key actions, timeline, costs, and funding sources.</p> <p>OR</p> <p>The project will develop an implementation plan for an existing CAP, including but not limited to the identification of responsible parties, key actions, timeline, costs, and funding sources.</p>	10
B.	<p>New CAP or CAP Update clearly describes how progress toward achievement of the GHG emissions reduction target(s) will be monitored, including but not limited to metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.</p> <p>OR</p> <p>The project will establish monitoring measures for an existing CAP including but not limited to metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.</p>	15

3.	PROJECT FEASIBILITY	25
A.	The degree to which the project will efficiently use program funds, as demonstrated by the proposed project scope, schedule, and budget.	15
B.	The degree to which community engagement will be incorporated into the development, implementation, and/or monitoring of the CAP.	10
4.	*BOARD POLICY NO. 033	25
A.	Prohousing Policies (Favorable Zoning and Land Use, Acceleration of Housing Production Timeframes, Reduction of Construction and Development Costs, Providing Financial Subsidies)	12.5
B.	Housing Equity/Affirmatively Furthering Fair Housing	12.5
5.	*MATCHING FUNDS	5
	Points will be awarded based on the scale provided in the Scoring Rubric.	
TOTAL		100

B. Climate Action Plan Scoring Rubric

Below is a general scoring guide that provides more specific language based on a project's ability to meet the evaluation criteria.

Term	Definition
Clearly and convincingly	to a considerable extent with substantive documentation or evidence
Sufficiently	to a satisfactory extent with adequate documentation or evidence
Mostly	to a large extent with general documentation or evidence
Partially	to a limited extent with incomplete documentation or evidence
Minimally	to a small extent and without documentation or evidence
Does Not Demonstrate	unable to address criterion, even to a minimal extent

1. New Climate Action Plan Or CAP Update Contents (Up to 20 points possible)

A. New CAP Or CAP Update Timeline

*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion.

The California Office of Planning and Research recommends that a CAP be updated every 3-5 years. It is encouraged that jurisdictions apply that are looking to develop a new CAP, or an update to a CAP adopted in the last three or more years by the governing agency. Applicants are still eligible to apply if the grant application is for an update to an adopted CAP that was completed within less than three years. **Up to 4 points possible**

Applicant Response	Points
The project will develop a new CAP or update an existing CAP that was adopted three or more years ago.	4 points
The project will develop an update to a CAP that was adopted less than three years but more than one year ago.	2 points
The project will develop an update to a CAP that was adopted within the last year or the project will neither develop a new CAP nor CAP Update.	0 points

B. GHG Emissions Inventory And Near- And Long-Term GHG Emissions Forecasts And Reduction Targets

The new CAP or CAP Update includes a greenhouse gas (GHG) emissions inventory for an appropriate recent baseline year, in accordance with adopted protocols. It also includes near- and long-term GHG emissions forecasts and reduction targets (e.g., for 2035 and 2050). For new CAPs and CAP updates, the inventory baseline year is requested to be 2022 or newer. **Up to 8 points possible**

A GHG emissions inventory is a snapshot reference of the annual emissions associated with a jurisdiction's community-wide activities. GHG emissions inventories are a critical component of the CAP process used to establish emissions targets/goals and monitor emissions over time. Inventories are developed based on the best available data and methods, which change over time and should be accounted for when comparing inventory years.

Applicant Response	Points
Clearly and convincingly demonstrates that the CAP or CAP update has or will have an inventory with established protocols, and includes near- and long-term GHG emissions forecasts and reduction targets (e.g., 2035 and 2050).	8 points
Sufficiently demonstrates that the CAP or CAP update has or will have an inventory with established protocols, and includes near- and long-term GHG emissions forecasts and reduction targets (e.g., 2035 and 2050).	6 points
Partially demonstrates that the CAP or CAP update has or will have an inventory with established protocols, and includes near- and long-term GHG emissions forecasts and reduction targets (e.g., 2035 and 2050).	4 points

Minimally demonstrates that the CAP or CAP update has or will have an inventory with established protocols, and includes near- and long-term GHG emissions forecasts and reduction targets (e.g., 2035 and 2050).	2 points
Does not demonstrate that the CAP or CAP update has or will have an inventory with established protocols, and includes near- and long-term GHG emissions forecasts and reduction targets (e.g., 2035 and 2050).	0 points

C. GHG Reduction Measures

The new CAP or CAP update includes specific, quantifiable GHG reduction measures to achieve the GHG reduction targets. **Up to 8 points possible**

Local CAP measures represent a jurisdiction's commitment to reduce GHG emissions. While there are similarities in GHG reduction strategies across local CAPs, the measures within each CAP are uniquely crafted based on local needs and conditions. There are many considerations for selecting local reduction measures, including:

- GHG reduction potential
- ability, time, and cost to implement
- available funding
- equity
- community priorities
- co-benefits (positive external impacts)
- ability to monitor

Applicant Response	Points
Clearly and convincingly demonstrates that the proposed CAP or CAP Update will include specific, quantifiable GHG reduction measures to achieve the GHG reduction targets.	8 points
Sufficiently demonstrates that the proposed CAP or CAP Update will include specific, quantifiable GHG reduction measures to achieve the GHG reduction targets.	5-7 points
Partially demonstrates that the proposed CAP or CAP Update will include specific, quantifiable GHG reduction measures to achieve the GHG reduction targets.	3-4 points
Minimally demonstrates that the proposed CAP or CAP Update will include specific, quantifiable GHG reduction measures to achieve the GHG reduction targets.	1-2 points
Does not demonstrate that the proposed CAP or CAP Update will include specific, quantifiable GHG reduction measures to achieve the GHG reduction targets.	0 points

2. IMPLEMENTATION AND MONITORING (Up to 25 points possible)

A. CAP Implementation

The new CAP or CAP Update describes the plan for implementing each GHG emissions reduction measure, including, but not limited to, the identification of responsible parties, key actions, timeline, costs, and funding sources.

OR

The project will develop an implementation plan for an existing CAP, including but not limited to the identification of responsible parties, key actions, timeline, costs, and funding sources.

CAP implementation involves coordinating various activities across many agencies and departments. While implementation is considered during CAP development, many jurisdictions develop an implementation plan following CAP adoption. An implementation plan lays out the process for implementing each GHG reduction measure of the CAP, including the staff roles and responsibilities, key actions, timelines, costs, and potential funding opportunities. **Up to 10 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates that the project's implementation plan identifies responsible parties, key actions, timeline, costs, and funding sources.	10 points
Sufficiently demonstrates that the project's implementation plan identifies responsible parties, key actions, timeline, costs, and funding sources.	7-8 points
Mostly demonstrates that the project's implementation plan identifies responsible parties, key actions, timeline, costs, and funding sources.	5-6 points
Partially demonstrates that the project's implementation plan identifies responsible parties, key actions, timeline, costs, and funding sources.	3-4 points
Minimally demonstrates that the project's implementation plan identifies responsible parties, key actions, timeline, costs, and funding sources.	1-2 points
Does not demonstrate that the project's implementation plan identifies responsible parties, key actions, timeline, costs, and funding sources.	0 points

B. CAP Monitoring

New CAP or CAP Update clearly describes how progress toward achievement of the GHG emissions reduction target(s) will be monitored, including but not limited to metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.

OR

The project will establish monitoring measures for an existing CAP including but not limited to metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.

Monitoring CAP implementation is a key part of the iterative climate planning process. Regular monitoring allows a jurisdiction to evaluate progress toward reaching its GHG emissions target, alter strategies or goals based on performance, and reassess future emissions projections. Early in the development of a CAP, staff should consider what data will be necessary to best monitor the CAP after it is adopted. CAP implementation can be monitored by overall emissions and by reduction strategies, measures, and actions. GHG inventories may not reflect the impacts of all local CAP measures. Monitoring local activity may provide a way to demonstrate progress on specific measures. **Up to 15 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates that the project includes metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.	15 points
Sufficiently demonstrates that the project includes metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.	10-12 points
Mostly demonstrates that the project includes metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.	7-9 points
Partially demonstrates that the project includes metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.	4-6 points
Minimally demonstrates that the project includes metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.	1-3 points
Does not demonstrate that the project includes metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.	0 points

3. Project Feasibility (Up to 225 points possible)

A. Efficient Use Of Program Funds

There are never enough grant funds to pay for all of the projects worthy of funding in the San Diego region. For this reason, SANDAG awards grant funds on a competitive basis that takes the Applicant's ability to perform their proposed project on a timely basis into account. SANDAG holds grantees accountable to the project schedules they have proposed in their grant application in order to ensure fairness in the competitive process and encourage grantees to implement projects quickly so the public can benefit from project deliverables as soon as possible.

Applicants will receive points based on the degree to which the project will efficiently use program funds, as demonstrated by the proposed project scope, schedule, and budget and the following factors. **Up to 15 points possible**

- The scope of work should identify all major tasks and subtasks that are necessary to complete the project. The Applicant should take into consideration any tasks or

subtasks that may be necessary, even if, during project implementation, those tasks are deemed unnecessary. Applicants should consider the steps necessary to complete the planning work, including robust stakeholder engagement. All projects should consider the effort necessary to prepare any necessary consultant work for competitive bidding and ensure that their agency's procurement requirements will be met before advertising the solicitation. The scope of work should also consider the approvals needed to enter into the contract with the selected consultant .

- The project schedule should include start dates that are reasonable, taking into account any work that has already been completed before the NTP has been issued, and any other tasks or subtasks that might impact the start date. Project durations and completion dates should be reasonable and take into account timeframes that the Applicant can actually achieve. Applicants should keep in mind that they will be required to adhere to the schedule listed in their grant application and that all schedules must meet the Project Milestone and Completion Deadlines that are listed in [SANDAG Board Policy No. 035](#). Applicants are strongly discouraged from including timeframes that are not reasonable, and Applicants should be aware that any awarded project that cannot meet the Project Milestone and Completion Deadlines will be put on the watch list and subject to scrutiny by the TransNet Independent Taxpayer Oversight Committee, and Regional Planning and Transportation Committees.
- The project budget should consider all of the tasks and subtasks listed in the scope of work. Each task and subtask should identify reasonable costs to complete the task or subtask, and any matching funds should be included. Please note that all dates in the schedule start from the date SANDAG will issue the Notice to Proceed to the Applicant, which is typically within 30-45 days of the funding awards being approved by the Board of Directors.

Applicant Response	Points
Clearly and convincingly demonstrates that the project will efficiently use the grant funding.	13-15 points
Sufficiently demonstrates that the project will efficiently use the grant funding by providing sufficient documentation or evidence.	10-12 points
Mostly demonstrates that the project will efficiently use the grant funding by providing adequate documentation or evidence.	7-9 points
Partially demonstrates that the project will efficiently use the grant funding by providing some documentation or evidence.	4-6 points
Minimally demonstrates that the project will efficiently use the grant funding but provides no documentation or evidence.	1-3 points
Does not demonstrate that the project will efficiently use the grant funding.	0 points

B. Community Engagement

Applicants will receive points based on the degree to which community members have been engaged and outreach to the community is incorporated throughout the project.

Factors to be considered are the inclusiveness of the planning process, evidence that key stakeholders will be active participants in the process, and community priorities will be reflected in the proposed project. The highest-scoring projects will demonstrate strong community support for the project, substantial community input will be sought or has been included in the planning or other process, key stakeholders have been identified, including underserved and limited English proficiency populations, and the Applicant will ensure that the community has a meaningful role in the project.

Lower scoring projects will have minimal opportunities for community engagement in the scope of work, include generic letters of support that fail to demonstrate substantive stakeholder involvement, outreach or involvement to the community is or will be done at a minimal level, or the Applicant fails to account for limited English proficiency populations. **Up to 10 points possible**

Applicant Response	Points
Clearly and convincingly demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	10 points
Sufficiently demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	7-8 points
Mostly demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	5-6 points
Partially demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	3-4 points
Minimally demonstrates that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	1-2points
Does not demonstrate that the project has or will have strong community support and opportunity for input and a meaningful role in the project, including underserved and limited English proficiency populations.	0 points

4. Board Policy No. 033

Points will be awarded based on the Applicant's adoption of Prohousing policies and demonstrated commitment to advancing housing equity. **(Up To 25 points possible)**

*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion based on the Applicant's responses in the grant application.

A. Prohousing Policies

Applicants will be awarded 2.5 or 5 points, as indicated below, by demonstrating that the Applicant has implemented policies that accelerate the production of housing in the four categories listed below. An Applicant that has received a Prohousing Designation from

HCD will receive 12.5 points. A maximum of 5 points can be earned per category for Applicants without a Prohousing Designation and no Applicant can receive more than 12.5 points when all subcriteria scores are added together. **(Up to 12.5 points possible)**

i. Favorable Zoning And Land Use (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> Housing element plan for zoned capacity of >150% of RHNA Permitting missing middle uses (e.g., duplexes, triplexes, fourplexes, townhomes) in existing low-density single-family zones Eliminating minimum parking requirements Allowing residential in commercial zones 	5 points
<ul style="list-style-type: none"> Allowing more/larger accessory dwelling units (ADUs) than state law requires Density bonus that is >10% more than state requirements Established Workforce Housing Opportunity Zone (WHOZ) or housing sustainability district Standards to promote more density Housing element plan for zoned capacity of >125% of RHNA Reduced parking requirements 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

ii. Acceleration Of Housing Production Timeframes (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> Ministerial approval of housing Streamlined/program-level California Environmental Quality Act (CEQA) Environmental Impact Report (EIR) for general plans/specific plans etc. Permit process that is less than two months Elimination of public hearings for projects consistent with zoning/general plan One-stop shop permitting processes or single point of contact Priority permit processing or reduced plan check times for ADUs/junior ADUs, multifamily, or affordable housing 	5 points
<ul style="list-style-type: none"> Streamlined housing development at the project level Permit process that is less than four months 	2.5 points

<ul style="list-style-type: none"> • Three public hearings limit for projects consistent with zoning/general plan • Eliminated or replaced subjective design standards with objective standards that simplify zoning • Standard entitlement application • Publicly posting online status updates on permit approvals 	
The Applicant has not implemented any of the above policies.	0 points

iii. Reduction Of Construction And Development Costs (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> • Waived development impact fees for housing • Adopted universal design ordinances • Preapproved prototype plans for missing middle housing (e.g., duplexes, triplexes, fourplexes, townhomes) 	5 points
<ul style="list-style-type: none"> • Measures that reduce costs for transportation-related infrastructure or that encourage active transit or other alternatives to cars • Reduced development impact fees for housing • Less restrictive ADU standards than state requirements • Fee reduction, including deferrals or reduced fees for housing with people with special needs • Promoting innovative housing types that reduced development costs 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

iv. Providing Financial Subsidies (Up to 5 points)

Applicant Response	Points
<ul style="list-style-type: none"> • Local housing trust fund or collaboration on regional fund • Program to comply with Surplus Lands Act and make publicly owned land available for affordable housing • Enhanced Infrastructure Financing District (EIFD) • Prioritization of local general funds for affordable housing 	5 points
<ul style="list-style-type: none"> • Grants/low-interest loans for affordable ADUs • Direct residual redevelopment funds to affordable housing • Development and regular use of housing subsidy pool, local/regional trust, or similar funding source 	2.5 points

The Applicant has not implemented any of the above policies.	0 points
--	----------

B. Housing Equity

In February 2021, the SANDAG Board of Directors adopted a statement to demonstrate its [Commitment to Equity](#). Following Government Code section 8899.50 and SANDAG's Commitment to Equity, SANDAG encourages development in jurisdictions with Housing Equity policies. Applicants will be awarded 2.5 or 5 points, as indicated below, for each policy that advances housing equity and affirmatively furthers fair housing. A maximum of 5 points can be earned per category for Applicants without a Prohousing Designation and no Applicant can receive more than 12.5 points when all subcriteria scores are added together. **(Up to 12.5 points possible)**

Applicant Response	Points
<ul style="list-style-type: none"> An adopted inclusionary housing ordinance Rent stabilization policies Anti-displacement policies in conjunction with transit improvements Strategies or funds to preserve naturally occurring affordable housing Tenant protection policies such as access to counsel, just cause eviction policy, etc. Rezoning and other policies that result in a net gain of low- and moderate-income housing while concurrently mitigating development impacts on or from environmentally sensitive or hazardous areas. Programs, and land use plans and policies that are intended to result in increased investment (such as infrastructure, housing, open space, etc.) in lower opportunity areas. Such areas include but are not limited to, Low Resource and High Segregation & Poverty areas designated in the 2021 California Tax Credit Allocation Committee (TCAC)/HCD Opportunity Maps and disadvantaged communities pursuant to California Senate Bill 535 (2012). Zone changes or other policies (other than those listed above) that increase low- and moderate-income housing and affordability in High Resource and Highest Resource areas, as designated in the 2021 TCAC/HCD Opportunity Maps. 	5 points
<ul style="list-style-type: none"> Displacement risk studies Publicly available database of affordable housing properties at risk of losing affordability restrictions through the expiration of rent restrictions or tenant voucher programs Proactive monitoring of housing at risk of losing affordability restrictions and proactive enforcement of state-mandated tenant notification provisions 	2.5 points
The Applicant has not implemented any of the above policies.	0 points

5. Matching Funds

*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion.

Points for matching funds will be awarded based on the following scale. The matching fund percentage is derived by dividing the total matching funds provided in the grant application by the sum of the total SGIP grant requested and the total matching funds listed in the grant application. **Up to 5 points possible**

Percentage of Matching Funds	Points
20.01% - 25.00% and above of the total project cost	5 points
15.01% - 20.00% of total project cost	4 points
10.01% - 15.00% of total project cost	3 points
5.01% - 10.00% of total project cost	2 points
0.01% - 5.00% of total project cost	1 point
0% of total project cost	0 points



Smart Growth Incentive Program (SGIP)

Cycle 6 Call for Projects

Transportation Committee | Item 5
Goldy Herbon and Stacey Cooper
October 18, 2024

1

SGIP Overview

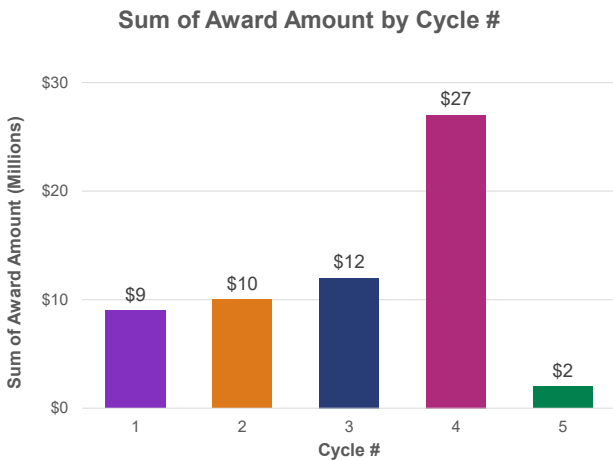
- Competitive grant program for local jurisdictions funded by TransNet
- Funds comprehensive public infrastructure projects and planning activities
- Facilitates compact, mixed-use, transit-oriented development and increases housing and transportation choices



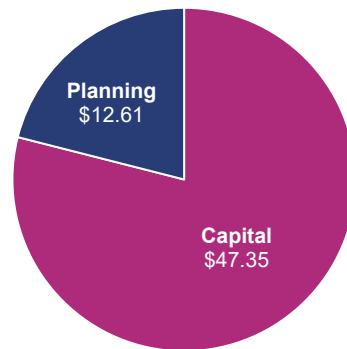
SANDAG | 2

2

SGIP Awards Cycle 1–5



Sum of Award Amount by Project Type



SANDAG | 3

3

SGIP Projects

More than 70 planning & capital projects throughout the region

Projects include:

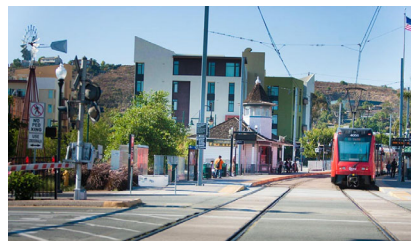
- Enhanced downtown streetscapes
- City plaza gathering and beautification projects
- Safer street design to include enhanced pedestrian and bike infrastructure
- Climate Action Plans, TOD Studies and Specific Plans, etc.



Third Avenue Streetscape Implementation



Armorlite Complete Street Corridor



Lemon Grove Trolley Plaza



Downtown Wayfinding Signage

SANDAG | 4

4

Cycle 6 Call for Projects Development

5

5

Stakeholder Engagement

November 2023



Listening Sessions with Local Jurisdiction Staff

June 2024



Scoring Criteria to Sustainable Communities, Mobility and Social Equity Working Groups

July 2024



Scoring Criteria to Transportation Committee and Climate Action Planning Task Force

September 2024



Scoring Criteria to Regional Planning Committee

6

Summary of Feedback Received

From the Listening Session

- Staff Experience and Capacity
- Project Priorities
- Barriers
- Opportunities
- Application Process

From Working Groups and PACs

- Increase the award maximums
- Further prioritize equity
- Reduce the administrative burden on applicants
- Broaden the climate action plan project type
- Allow multiple applications per jurisdiction and fund projects in descending order

SANDAG | 7

7

Changes to Call for Projects Process



More Detailed Scoring Rubrics



Encourage Evaluator Consensus



Use Average Scores



Geographic Funding Distribution

SANDAG | 8

8

Other Changes Made



Increasing Maximum Project Awards



Enhancing Community Engagement Criteria



Reducing Administrative Burden For Applicants



CAP Monitoring Or Implementation Efforts

SANDAG | 9

9

SANDAG

SGIP Eligibility

10

10

Project Locations

SGIP provides funding for transportation-related infrastructure improvements and planning efforts that facilitate compact, mixed-use, transit-oriented development and increase housing and transportation choices.

New! Proposing no geographic constraints, but projects must:

- Advance multimodal transportation
- Better integrate transportation and land use
- Advance equity
- Align with the 2021 Regional Plan and Sustainable Communities Strategy

SANDAG | 11

11

Climate Action Plan Projects

New Climate Action Plan (CAP) or CAP Update

- New CAP
- CAP Update
- GHG emissions inventory, emissions forecasts and reduction targets, or GHG reduction measures

CAP Implementation and Monitoring

- CAP Implementation
- CAP Monitoring

SANDAG | 12

12

Matching Funds

A

SAN DIEGO COUNTY TRANSPORTATION IMPROVEMENT PROGRAM.

To relieve traffic congestion, improve safety, and match state/federal funds by:

- Expanding I-5, I-8, I-15, SR 52, SR 54, SR 56, SR 67, SR 76, SR 78, SR 94, SR 125, I-805;
- Maintaining/improving local roads;
- Increasing transit for seniors and disabled persons;
- Expanding commuter express bus, trolley, Coaster services;

Shall San Diego County voters continue the existing half-cent transportation sales tax (SDCRTC Ordinance 04-01) for forty years, including creating an Independent Taxpayer Oversight Committee to conduct yearly audits ensuring voter mandates are met?

YES 000 → ☐

NO 000 → ☐

SANDAG | 13

13

SANDAG

Final Call for Projects

14

14

Project Types

Three project types will be eligible to receive funding

SGIP Cycle 6 Call for Projects

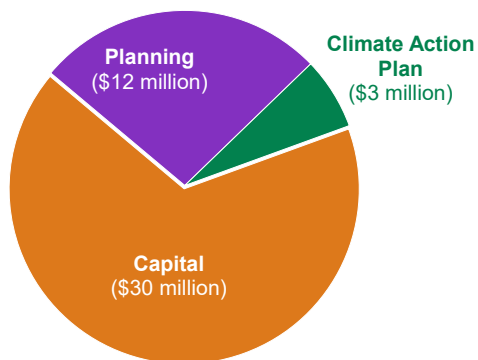
	Climate Action Plan	Planning	Capital
Description	To prepare or update CAPs and GHG reduction plans that keep pace with state targets and goals for GHG emission reductions	Includes plans and processes that accelerate smart growth activities but will not directly result in the construction of a public improvement project.	Will eventually result in the construction of public improvements. Project phases can include environmental, design (conceptual, preliminary, or final), right-of-way, and construction.
Example Projects	New or updates to existing climate action plans and GHG reduction plans	Curb management plans, specific or area plans, transit-oriented development plans, complete streets plans or policies, rezoning or zoning updates, Program-level environmental clearance, density bonus ordinance, etc.	Updating housing supportive infrastructure, bike and pedestrian infrastructure enhancements, traffic calming infrastructure such as roundabouts, streetscape or placemaking enhancements for pedestrians, projects listed in CAPs as applicable, etc.

SANDAG | 15

15

Cycle 6 Funding Overview

Available Funding: \$45 million



Award Amounts and Performance Periods

	Climate Action Plan	Planning	Capital
Minimum	\$150,000	\$150,000	\$500,000
Maximum	\$400,000	Raised! \$1 million	Raised! \$3.5 million
Performance Period (NTP +)	3 years (36 months)	3 years (36 months)	3.5 years (42 months)

SANDAG | 16

16

Draft Evaluation Criteria

Planning and Capital Projects

Planning Projects	Percent	Capital Projects	Percent
1. Relationship to Regional Transit	10%	1. Relationship to Regional Transit	10%
2. Furthers The Regional Plan and Sustainable Communities Implementation Strategies	20%	2. Furthers The Regional Plan and Sustainable Communities Implementation Strategies	15%
3. Smart Growth Implementation	15%	3. Smart Growth Implementation	15%
4. Project Feasibility	25%	4. Project Feasibility	30%
A. Efficient Use of Program Funds (15%)		A. Major Milestones Completed (10%)	
B. Community Engagement (10%)		B. Efficient Use of Program Funds (15%)	
		C. Community Engagement (5%)	
5. Board Policy No. 033	25%	5. Board Policy No. 033	25%
6. Matching Funds	5%	6. Matching Funds	5%

SANDAG | 17

17

Draft Evaluation Criteria

Climate Action Plan Projects

- *New CAP*
- *CAP Updates*
- *CAP Implementation and Monitoring*

Climate Action Plan Projects	Percent
1. New Climate Action Plan or CAP Update Contents	20%
A. New CAP or CAP Update Timeline (4%)	
B. GHG Emissions Inventory and Near and Long Term Emissions Forecasts and Reduction Targets (8%)	
C. GHG Reduction Measures (8%)	
2. Implementation and Monitoring	25%
A. CAP Implementation (10%)	
B. CAP Monitoring (15%)	
3. Project Feasibility	25%
A. Efficient Use of Program Funds (15%)	
B. Community Engagement (10%)	
4. Board Policy No. 033	25%
5. Matching Funds	5%

SANDAG | 18

18

Upcoming Timeline



19

Stay connected with SANDAG

- Explore our website
SANDAG.org/funding/grant-programs
- 🔍 Follow us on social media:
@SANDAGregion @SANDAG
- ✉ Email: grantsdistribution@sandag.org

SANDAG

20

20

October 18, 2024

Transit Fare Discount Study and Transit Equity Pilot Update

Overview

On [October 21, 2021](#), the SANDAG Board of Directors directed staff to work with the Social Equity Working Group and community based organization (CBO) partners on a Social Equity Early Action Transit Pilot. The Youth Opportunity Pass (YOP) came to fruition from this pilot, with funding from SANDAG and the County of San Diego.

The 2021 Regional Plan proposes transit fare discounts, like the YOP program, to promote social equity and to encourage transit ridership. An early action identified in the 2021 Regional Plan (Item 4a in [Appendix B](#)) was to complete a Regional Transit Fare Impact Study that evaluates the expansion of YOP as well as other discounted fare programs including a complete transition to free public transit.

The [SANDAG Transit Fare Discount Study](#) is now complete. Staff will provide an update on key findings and potential next steps for discussion.

Key Considerations

Stakeholder and public engagement were the focus of Transit Fare Discount Study (study) to ensure that we understood priorities for discounted fare programs. This engagement included discussions with SANDAG Working Groups, surveys, and direct outreach including pop-up events at transit centers and support from community-based organizations. The initial goals for this outreach were 1,000 survey responses and 500 touch-points at in-person events. We surpassed these goals with a total of 2,053 survey participants and 620 touchpoints across pop-up events.

The outcome of the engagement identified that the public wants to ensure that new transit investments and improved operations of existing services (safer, faster, more frequent, and new services) were prioritized before new fare discounts were implemented. Maintaining YOP was a high priority for the public. Income-based fare discounts were favored in the future if extra funding became available after improving and expanding transit service.

The Social Equity Early Action Pilot also included transit improvements on a network of high-demand routes in traditionally underserved areas of the region. Due to bus driver shortages at the time, the transit improvements were not implemented; however, outreach conducted for the study confirmed that this is still a high priority.

SANDAG will continue funding the Youth Opportunity Pass in its current structure through June 2026. Staff will continue to collaborate with local schools, CBOs, transit operators, jurisdictions, and state and federal partners to promote the program and identify future funding sources.

Action: Discussion

Staff will present an update on the Transit Fare Discount Study and discuss next steps for the Transit Equity Pilot that includes the Youth Opportunity Pass.

Fiscal Impact:

\$27.3 million has been spent and/or budgeted for the YOP since the May 2022 launch, while the Transit Fare Discount Study cost approximately \$450,000.

Schedule/Scope Impact:

The Youth Opportunity Pass Pilot Program is currently funded through FY 2026.

Next Steps

Based on feedback received, staff will continue to work with the transit operators to implement recommendations from the Transit Fare Discount Study and the Social Equity Early Action Transit Pilot, including identifying a sustainable, long-term funding source for the YOP program and implementing service improvements.

Antoinette Meier, Senior Director, Regional Planning



Transit Fare Discount Study and Transit Equity Pilot Update

Transportation Committee| Item 6
Brian Lane, Senior Transit Planner
October 18, 2024

1

Transit Fare Discount Study

Purpose of this Study:

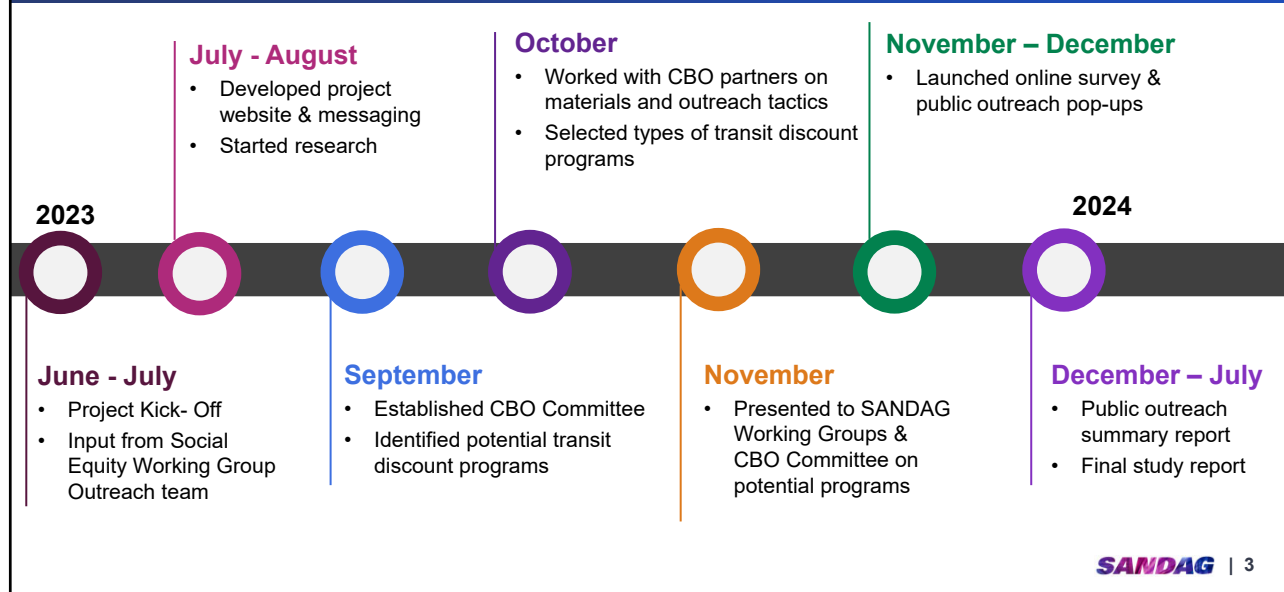
1. Research best practices in transit fare discount programs
2. Learn the community's priorities for these types of programs
3. Research which types of programs are most feasible
4. Inform the 2025 Regional Plan and next steps for YOP



SANDAG | 2

2

Project Timeline



3

Program Goals

1. Make transportation more equitable
2. Get more people riding
3. Improve climate/sustainability
4. Minimize transit cost impacts
5. Maintain a good customer experience (including safety & security)
6. Maintain transit operations, performance, and maintenance as current conditions



SANDAG | 4

4

Analysis of Transit Fare Programs in Other Cities

1. **Kansas City** – RideKC
2. **Albuquerque** – ABQ Ride
3. **Seattle** – King County Metro
4. **Los Angeles** – LA Metro
5. **Denver** – RTD Denver
6. **San Francisco** – BART
7. **Philadelphia** – SEPTA



SANDAG | 5

5

Public Engagement

1. Surveys

- Online and paper were made available

2. In-person pop-up activities in social equity focus communities

- Attended existing community events
- Hosted tables intercepting riders at transit centers
- Co-hosted these events with CBO partners

3. Stakeholder Engagement

- Mobility and Social Equity WGs



SANDAG | 6

6

In-Person Pop-Up Activities

Choose top 3 discount programs

Results:

1. Low-income
2. Seniors
3. Youth Opportunity Pass (current)

Preferences for investing transit funds

Results:

1. Frequent and fast transit
2. Safety
3. Fare discounts



SANDAG | 7

7

Survey Results

Prioritize transit fare discount programs

1. Low-income
2. Youth Opportunity Pass (current)
3. All students

Preferences for investing transit funds

1. Frequent and fast transit
2. Service hours
3. Fare discounts

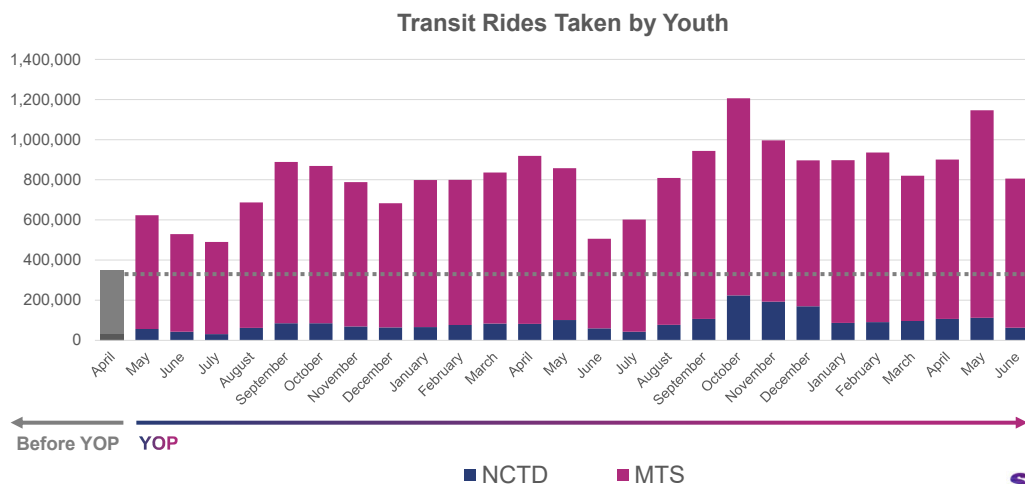


SANDAG | 8

8

Programs Analyzed

1. Continue Youth Opportunity Pass and other existing discounts (baseline for all other programs)



9

Other Programs Analyzed

2. Expand Youth Opportunity Pass to 24 and under
3. Youth Transit Discount for 19-24
4. Low-income Program
5. Reduced Program for Special User Types
6. Zero Fare Program for Special User Types
7. Fare discount for higher education students
8. Fare discount for all users
9. No-cost for all users



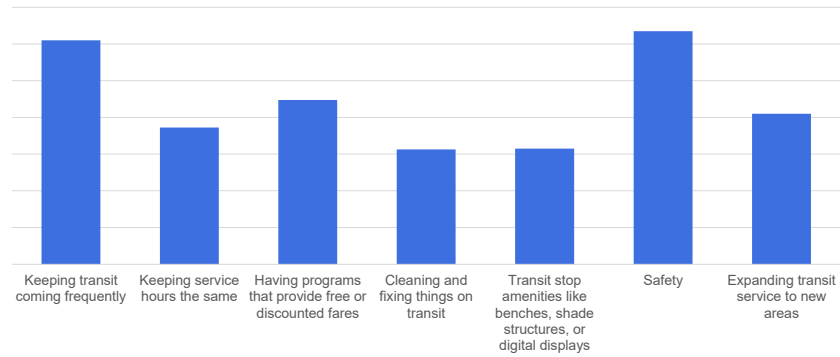
SANDAG | 10

10

Key Takeaways

1. Frequency, service improvements, and safety are priorities for the public and transit operators
2. Keep the Youth Opportunity Pass!
3. Consider low-income fares if funding becomes available

Activity #2 Investment in Possible Transit Operation Improvements



SANDAG | 11

11

SANDAG

Transit Equity Pilot Next Steps

| 12

12

Initial Transit Equity Pilot Proposals

- Increased service on specific bus routes (Increased frequencies/span of service)
- Youth Opportunity Passes
- Blue Line Express Service Analysis
- Voucher program for hours when the trolley is not able to operate due to freight operations.

SANDAG | 13

13

Proposed Service Enhancements

Possible service enhancements include:

- Earlier first departures and later final departures
- Improvements to early-morning, late-night, and weekend frequency
- Prioritize routes for enhancements in underserved and underrepresented communities:
 - Southeast San Diego (Routes 3, 4, 13, 916, 962, 967)
 - City Heights (Routes 7, 13, 215, 916, 965)
 - South Bay (Routes 906, 929)
 - North County (Routes 303, 305)

SANDAG | 14

14

Next steps

Winter 2024/2025

- Collaborate with transit operators on short-term service enhancements in underserved areas

Implementation

- Secure funding for YOP, new transit investments, and other discount program(s)



SANDAG | 15

15

Stay connected with SANDAG

Explore our website
🖱️ <https://www.sandag.org>

Follow us on social media:
🔍 @SANDAGregion @SANDAG

✉️ Email: brian.lane@sandag.org

SANDAG

16

16