



SACOG REGIONAL FEDERAL FUNDING PROGRAM DRAFT GUIDELINES

APPLICATION AND GUIDELINES RELEASE

DATE:

XX XX,XXXX

APPLICATIONS DUE:

4:00 p.m., Friday, XX XX,XXXX

This document contains the guidelines for the Next Generation Solutions and Clean Air Program, the System Performance Program, and the System Preservation Program of the Sacramento Area Council of Governments (SACOG) Regional Federal Funding Program. The program grants funding from the federal Congestion Mitigation and Air Quality (CMAQ) Program and the Surface Transportation Block Grant (STBG) Program to local government agencies and their partners for projects that meet performance outcomes, overall policy, and selection considerations identified by the SACOG Board of Directors.

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Reference Information

Schedule

Please note all dates are subject to change. To view the most recent information please go to: <https://www.sacog.org/regional-program>.

XX XX,XXXX	Advance agency consultations
XX XX,XXXX	Call for Projects begins with release of program guidelines and application
XX XX,XXXX	Project applications due by 4:00 p.m.

During the review period that follows, the applications will be evaluated and programming recommendations for the various funding programs, including the Regional Program, will be made.

XX XX,XXXX	Staff releases project award recommendations
XX XX,XXXX	Transportation Committee recommends project awards to the SACOG board for final approval
XX XX,XXXX	SACOG board takes final action on recommended projects and determines final program funding amount
XX XX,XXXX	Initiate programming and federal authorization request process, depending on fund type received.

Section 1. Introduction

In 2023 the SACOG Board directed staff to convene a board working group to guide the creation of the next Regional Funding Round. To complement the board group, SACOG staff also organized a staff working group to facilitate more in-depth conversation to inform guideline development. The board working group is comprised of six SACOG board members, one from each county, and the staff working group is comprised of representatives from local agencies from the across the region, including public works, planning, and transit agency staff. These Regional Funding Round Programs were created through an eighteen month process that was guided by the two working groups.

The program balances the requirements and eligibility of SACOG's funding sources, SACOG's regulatory requirements, and the needs of SACOG's member jurisdictions. This funding program consists of three federal funded programs: the Next Generation Solutions and Clean Air program to align with Congestion Mitigation and Air Quality (CMAQ) funds, and the System Performance Program and System Preservation Program to align with Surface Transportation Block Grant (STBG) funds.

In addition to the programs above, the Regional Funding Program includes a set of Priority Programs. Priority Programs are sub-programs that are designed to achieve one specific regional priority. These focused programs traditionally have smaller budgets and generally provide funding to projects that are not centered on capital investments as explicitly as the major programs discussed above. SACOG is carrying forward the Priority Programs that have either been administered in years past, and/or that have already been dedicated funding by the SACOG board. These include Engage, Empower, and Implement (EEI), Sustainable Mobility (formerly Mode Shift), Sacramento Emergency Clean Air Transportation Program (SECAT), and Spare the Air. In addition, SACOG has added two new programs for this category – the Regional Pavement Management Program and the Freeway Service Patrol Program (FSP).

As part of SACOG's commitment to work toward a just and equitable region that addresses the historic wrongs and where health and economic outcomes for all groups are improved, the Regional Funding Program incorporates socio-economic and racial equity as an objective across the programs. Sponsors can draw on data and analysis, either from SACOG or local sources, as evidence of how their project benefits these communities. Equity will be address through three elements that will be integrated in to the application: Community Engagement, Project Benefit and Impacts, and Project Location and Existitng Conditions. These elements are labled in each of the Application Contents in Setion 2 below.

Funding

Financial support for these SACOG funding programs will come from the federal funding sources Congestion Mitigation and Air Quality (CMAQ) Program and the Surface Transportation Block Grant (STBG) Program expected to be available to the region. The funding estimate for the federal programs will be adopted by the SACOG Board of Directors prior to the release of the call for projects. That estimate will include the specific budgets for the Next Generation Solutions and Clean Air, System Performance, and System Preservation Programs as well as the Priority Programs.

The overall selection of projects is dependent on the funding available. Projects are anticipated to be programmed into FY 2027-2028 and FY 2028-2029 of the MTIP; projects may receive an earlier funding allocation if there is delivery failure for other projects programmed earlier in the MTIP, consistent with the

SACOG Delivery Plan Process.

Projects selected for this program must qualify for the federal CMAQ and STBG funding sources available to SACOG. Federal funding requirements are applicable. For capital projects, federal funds may be used for the preliminary engineering phase, which includes environmental work and design, as well as for right-of-way and construction phases.

SACOG reserves the right to award less than the amount reserved for each funding program in a given funding cycle. Additionally, SACOG encourages project applicants to seek other sources of funding that may be available, and to demonstrate the ability to absorb any cost overruns and deliver the approved project with no additional funding from the Regional Funding Program.

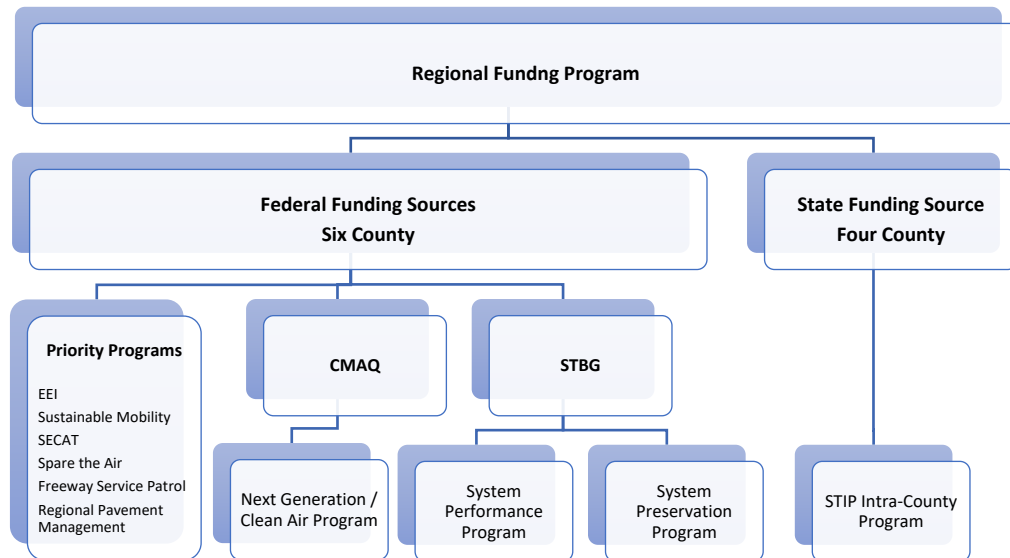
Regional Program Goals and Commitments

- **Meet federal and state performance objectives and policy goals.** Prior funding rounds have successfully helped the region meet federal and state performance targets, including safety, state of good repair, goods movement, and greenhouse gas emission reductions. These are critical requirements that the region must show progress on to remain competitive for state and federal funding.
- **Position region for competitive state and federal funding.** SACOG's technical assistance and strategic funding has supported successful federal and state grant applications. The Regional Funding Round will continue leveraging funding and support to advance large regional capital investments and regionally identified priority projects through board action.
- **Implement policies from the 2025 Blueprint (MTP/SCS).** Focusing on the triple bottom line framework of equity, economy and environment, the Regional Funding Program will align with priorities that shape the long-range transportation landscape.
- **Integrate equity considerations more fully into regional investment priorities.** The Regional Funding Program will incorporate equity into the funding process, while also prioritizing equity as part of partner project development. Elements include the new Engage, Empower, and Implement program; affirming equity as a performance outcome in the core funding programs; and building a richer dataset through the Project Performance Assessment toolkit for use by applicants and the evaluation review groups.
- **Prioritize state of good repair and fix-it-first.** Recognizing the growing maintenance needs of the region, the Regional Funding Program seeks to reinvest in existing infrastructure to maintain facilities in a state of good repair, allowing for safe and efficient travel for all modes.
- **Advance regionally identified programs.** The SACOG board has recently adopted plans and prioritized agency programs for the Regional Trail Network, Green Means Go, and regional high-capacity transit investments, among others. The Regional Funding Round will provide opportunity to continue implementation of these key projects.

Regional Funding Programs Guiding Themes

- Greenhouse gas (GHG)/Vehicle miles traveled (VMT) reduction
- State of good repair/fix-it-first
- Urban and rural needs balance
- More certainty of funding
- Partnerships and regional support of projects
- Agency Strategic Plan and MTP/ SCS Policy Framework – Equity, Economy, and Environment

Regional Funding Round Programs



Next Generation Solutions and Clean Air Program

The Next Generation Solutions and Clean Air Program is designed to foster the next generation of mobility solutions, including implementation of SACOG initiatives such as the Regional Transit Network Study and Regional Trails Network, as well as funding active transportation projects, ZEV implementation, Complete Streets projects, other infrastructure for high-capacity transit, streetscape corridors, and other projects that have air quality or multi-modal benefits.

System Performance Program

The System Performance program will advance projects that increase the performance of the existing regional transportation network. The flexible nature of the STBG program allows for a wide range of eligibility for roadway improvements and other transportation network infrastructure projects, including transit.

System Preservation Program

The System Preservation Program will address the need for road preventative maintenance to reduce the local agency backlog of road maintenance needs and focus funding on major roadways that heavily contribute to the movement of people and goods in the region.

Priority Programs

The priority programs are designed to fund smaller budget, non-capital projects that achieve established regional priorities. Given the variety of potential projects, these programs utilize funding from the STBG

or CMAQ programs, depending on the eligibility requirements. Each of the programs described below have individual timelines and are administered independently of the larger Regional Programs.

Existing Programs

Engage, Empower, and Implement

The Engage, Empower, and Implement (EEI) Program will fund partnerships between local government entities and community-based organizations (CBOs) for community-based planning and pre-construction project development activities in the six-county greater Sacramento region, with a specific focus on meaningful community engagement in disinvested communities.

Sustainable Mobility Program (Formerly named Mode Shift)

This program partners with local agencies to invest in, test, and expand programs that reduce car trips and provide new mobility solutions. Projects funded by Sustainable Mobility include small non-infrastructure programs, events, quick-build projects, tactical urbanism, or projects to reduce single occupancy vehicle trips and miles by encouraging biking, walking, riding transit, carpooling, vanpooling, and teleworking as options for reducing car trips.

SECAT

The Sacramento Emergency Clean Air Transportation (SECAT) Program is a partnership between the Sacramento Metropolitan Air Quality Management District (District or Sac Metro Air District) and SACOG. The program's goal is to promote zero and near-zero emission on-road medium and heavy-duty vehicles operating in the SACOG region.

Spare the Air

The Spare the Air program is a partnership of the region's air districts dedicated to measurably improving the region's air quality and helping residents protect themselves from air pollution by providing air quality forecasts, real-time readings, air pollution alerts, and educational materials for schools, businesses, residents, and community organizations.

New Programs

Regional Pavement Management Program

The Regional Pavement Management Program would collect pavement data regionwide to inform future policy decisions regarding funding. This program would address several needs from our local partners as well as standardize the pavement data region wide. SACOG's smaller and rural member jurisdictions would significantly benefit from a regional program, especially the data collection and analysis, where a process may not currently exist. The goal for this program is to create a regional pavement management program approach when it comes to funding maintenance projects, providing a level playing field across the six counties and provide a comprehensive database with pavement condition information utilizing SACOG's existing access to StreetSaver program. Note that this would require a program to be set up at SACOG and would be operational to inform decision making for the future funding rounds. Subsequent aspects of the program would include ongoing updates and maintenance of the dataset, among other similar activities.

Freeway Service Patrol

The Sacramento Metropolitan Freeway Service Patrol (FSP) program is designed to reduce freeway congestion by quickly finding and removing minor incidents from our freeways. This long-standing program has been funded by the CVR-SAFE program in El Dorado, Sacramento and Yolo counties, while Placer County Transportation Planning Agency has previously used federal funding in its county. This proposal will augment the existing CVR-SAFE funding in El Dorado, Sacramento and Yolo counties with federal funding, and continue funding for Placer County, which is not a part of CVR-SAFE.

Project Eligibility

The following section outlines the project eligibility and application contents for the Next Generation Solutions and Clean Air Program, System Performance Program, and System Preservation Program. A full application must be submitted to SACOG staff to be considered for funding. A maximum of three (3) applications per agency may be submitted under each of the three (3) federal program categories, totaling up to nine (9) applications for an agency.

All of the following conditions must be met for a project to proceed in the evaluation process. Failure to meet each screening consideration will eliminate the project from further consideration.

1. Public agencies in the six-county region, Caltrans District 3, and special districts (e.g., air districts, JPAs, transit agencies) are eligible to apply if they have a master agreement with Caltrans to manage federal-aid funds or with the Federal Transit Administration (FTA) to manage FTA funds as an FTA Grantee.
2. Projects must be listed in the 2025 Blueprint or fit within a lump-sum project category. Lump sum project categories include road maintenance and reconstruction, transit vehicle replacements, operational improvements, Intelligent Transportation Systems, and bicycle and pedestrian investments. In other words, if your project is a road maintenance or operations, transit vehicle replacement, and/or bicycle/pedestrian project it meets the lump sum 2025 Blueprint eligibility requirement.
3. Projects must be identified as either an “exempt” or “non-exempt” project on the application to help determine eligibility related to air quality considerations. “Exempt” refers to any project listed by the U.S. Environmental Protection Agency (USEPA) as an approved exemption from a regional air quality analysis per 40 CFR Subpart A § 93.126 and 93.127. Non-exempt projects are still eligible if they are explicitly listed in the current 2025 Blueprint project list that has undergone an air quality conformity approval process. “Exempt” projects are typically considered “non-expansion” projects, while “Non-exempt” projects are typically considered expansion projects.
4. Project scopes must be federal-aid eligible for Congestion Mitigation & Air Quality (CMAQ) or Surface Transportation Block Grant (STBG) funding. Federal-aid eligible projects are those that significantly contain transportation infrastructure in the public right-of-way. Activities or tasks within the project must be either categorized as “construction,” “environmental,” “design” or “right-of-way.” Projects in the Next Generation and Clean Air Program are required to demonstrate and quantify a reduction in regulated emissions, specifically carbon monoxide, ozone and particulate matter pollution.

5. In addition to funding for capital projects, project development funding for federal-aid eligible scope activities is also available for projects listed for implementation within the next ten years of the 2025 Blueprint.
6. Projects must provide a minimum of 11.47 percent match in non-federal funds towards the project cost, as is required for all federal aid funding projects.
Example: For every \$100,000 of total project cost (grant and match combined), the Regional Program will pay up to \$88,530 for every \$11,470 of match provided by the project applicant. State program funds that are supported by federal revenues (e.g., HSIP, HBR) may also be used to meet the matching requirements.
7. The project must be scheduled to begin construction no later than June 2029, with preliminary engineering and environmental analysis scheduled within three years.
8. A request for construction funding must demonstrate that environmental, engineering, and right-of-way are reasonably estimated in the application materials and the agency has the financial capacity for ongoing operations and maintenance.

SACOG staff will advance any applications meeting all screening criteria into the project selection phase.

Project Selection Process

Advance Consultation & Sponsor Project Application Priorities

- All potential applicants requesting a pre-application consultation are required to complete a short “pre-application form” (which will be provided as part of the pre-application consultation). The form provides background so that SACOG can offer input on project eligibility by program category and will be a helpful reference for the advance consultation meeting.
- SACOG staff will meet individually with any potential applicant who requests an advance consultation. Through these optional meetings, a sponsor’s transportation investment needs for a two to five-year period will be discussed and SACOG staff will offer information and advice about the various funding round programs. Technical assistance (e.g., data, mapping) from SACOG will also be offered during the consultation.
- Consultation will focus on the sponsor’s planning documents (e.g., capital improvement program, pavement management system, transit asset management plan, active modes plans) in the context of the funding round guidelines.), in the context of the program guidelines.
- SACOG will ask project sponsors to share and discuss local engagement efforts, including activities to engage underserved communities, that shape the discussion of the project and performance outcomes in the context of the program guidelines.
- SACOG seeks to engage with potential new project sponsors, including disinvested communities, who have been underrepresented in previous funding rounds. SACOG will ask sponsors to describe any need for technical assistance that offers capacity-building benefits towards application development.
- Performance outcomes and competitiveness of potential applications will be discussed, and technical assistance offered during this phase of work.
- The consultation phase ends when the project sponsor submits their application and prioritizes their funding requests.

Interagency Consultations & Application Submittal

- Applicants are encouraged to coordinate their application preparation work with relevant agencies and involve them in the consultation process (e.g., Caltrans, air quality management districts, adjacent cities and counties, transit districts, Placer County Transportation Planning Agency (PCTPA), El Dorado County Transportation Commission (EDCTC), or Sacramento Transportation Authority (STA) for Sacramento County project sponsors).
- Project sponsors must provide a priority ranking for all submitted applications in the program and an “overall prioritization” for how these applications are ranked in comparison to any applications in other SACOG funding programs.

Project Evaluation and Selection Process

- SACOG will utilize the Project Performance Assessment Tool to generate data about project benefits that can be compared to other projects. At the outset of the process, SACOG may also identify other technical tools and data to be used to evaluate projects.
- Projects sponsors from all six counties would submit applications to SACOG. In El Dorado County, EDCTC would submit a prioritized list to SACOG on behalf of all applicants in the county. In Placer County, PCTPA would submit a prioritized list to SACOG on behalf of all applicants in the county.
- SACOG will review all projects for eligibility and consistency with 2025 Blueprint goals before sending them to the review panel.
- Projects reviewed by a six-county committee consisting of technical experts from SACOG, EDCTC, PCTPA, local transportation departments, and other transportation professionals.
- Projects prioritized across all six counties by review committee using the criteria established by the SACOG Board of Directors at the beginning of the funding round cycle, the technical experts would score and prioritize projects.
- SACOG staff review recommendations and ensure all projects are scored using regional performance criteria. SACOG staff sets final regional list of priorities recommended to the Transportation Committee and SACOG Board.
- SACOG Transportation Committee reviews and recommends: As the policy committee over funding, the Transportation Committee would review the staff recommendation and make a recommendation to the full board.
- SACOG Board Selects Projects: Through its final action on the funding round recommendations, the board may modify the recommendations, and therefore retain the ultimate authority to select all projects that are consistent with board policy and applicable state and federal requirements.

Implementation

Successful applicants who are awarded funding will be asked to:

- Amend their project into the Metropolitan Transportation Improvement Program (MTIP) via SACTrak, the online MTIP project database.
- Meet any required conditions placed on the project during the award process.
- Follow SACOG’s delivery policy at the time of the award for obligating and spending the grant

funds. The policy requires that project applicants honor the MTIP schedule and/or delivery commitment schedules for obtaining funds and implementing the phases of the project.

- Provide a local (non-federal) match. The required match for federal funding is 11.47 percent of the participating phase cost and/or the total participating project cost required for projects receiving federal funding in the Sacramento region. This does not include “in kind” match but must be funding that is dedicated to eligible features within the project and included in its overall cost.
- Comply with the Caltrans’ Local Assistance Procedures Manual, and Caltrans’ Local Assistance Program Guidelines.
- Comply with SACOG’s delivery guidelines at the time of the award. SACOG makes CMAQ and STBG available on a first-come, first-served basis. The earliest opportunity to receive awarded funding is July 1, 2026.
- When a project is programmed in the MTIP and is ready for implementation, the lead agency requests a federal authorization (E-76) from Caltrans District 3 Local Assistance. Only after the project is authorized and/or allocated, can the sponsor incur expenses that will then be reimbursed from the grant.

Program Specific Goals and Objectives

Next Generation Solutions and Clean Air Program

The Next Generation Solutions and Clean Air Program is funded with federal Congestion Mitigation and Air Quality Improvement (CMAQ) funds, which must be spent on transportation projects or programs that contribute to attainment or maintenance of the national ambient air quality standards. Based on our regional program goals and commitments, the Next Generation Solutions and Clean Air Program is designed to foster the next generation of mobility solutions, including implementation of SACOG initiatives such as the Regional Transit Network Study and Regional Trails Network, as well as funding active transportation projects, ZEV implementation, Complete Streets projects, high capacity transit (generally 15 minute service at peak and better), streetscape corridors, and other projects that have air quality or multi-modal benefits. More specifically, this program seeks to fund projects in the following categories:

- Transit Capital Improvements
 - New transit facilities, if they are associated with new or enhanced transit service
 - Acquisition of new transit vehicles (bus, rail, van) to expand the fleet to support high-capacity transit services
 - Replacement of existing fleet vehicles to zero emission vehicles
 - Preferential bus treatment on existing roads to support speed and reliability improvements along key corridors
 - New park-and-ride facilities adjacent to high-capacity transit stops and stations
 - Mobility hubs that increase access to transit service
- Clean Fuel and Zero Emission
 - Establishment of fueling and charging facilities, and other infrastructure needed to support alternative fuel vehicles
 - Zero emission vehicle purchase

- Development of zero emission vehicle programs, such as car sharing
- Active Transportation
 - Complete streets projects that include active transportation components
 - Construction of active transportation infrastructure that:
 - Fill in existing network gaps;
 - Connect to key destination centers and/or mobility hubs; and/or;
 - Are included in the SACOG Regional Trails Network
 - Non-construction projects that increase bicycle and pedestrian safety
- Congestion Management
 - Projects that improve traffic flow, including signal systemization, streamlining intersections, improving transportation systems management and operations, traffic signal optimization plans, ramp metering, and traffic signal interconnection
 - Intelligent Transportation System improvements, such as cameras, dynamic messaging signs, speed detection, and other efforts to improve incident and emergency response; or real time traffic, transit and multimodal traveler information (or similar) to improve mobility
- Travel Demand Management
 - Activities designed for mode shift, ranging from carpool and vanpool programs to parking management and road pricing measures.
 - Shared micromobility, such as bikeshare and shared scooter systems
 - Carpool and vanpool programs include computer matching of individuals seeking to carpool and employer outreach to establish rideshare programs.
 - New or expanded rideshare programs, such as new locations for matching services, upgrades for computer matching software, etc.
- Miscellaneous
 - Project development activities that lead to construction of facilities or new services and programs with air quality benefits, such as preliminary engineering or project planning studies.

System Performance Program

The System Performance program advances projects that increase the performance of the existing regional transportation network. The flexible nature of the STBG program allows for a wide range of eligibility for roadway improvements and other transportation network infrastructure projects. Eligible projects include:

- Reconstruction, rehabilitation, and operational improvements for roadways functionally classified as arterials or collectors, and bridges on roadways of all functional classifications, that:
 - Include additional improvements necessary to accommodate other modes of transportation, such as bicycles, NEVs, micromobility, pedestrians, and/or high-capacity transit infrastructure;
 - Resolve significant safety issues (such as projects related to intersections with disproportionately high crash rates and/or high levels of congestions)
 - Provide necessary infrastructure to support existing development or Green Zone developments, such as underlying utility infrastructure;
 - Provide traffic calming strategies or other complete streets elements;

- Include creation of, expansion of, or substantial improvements to an evacuation route or emergency response route; and/or
 - Include climate resiliency or adaptation elements, such as cool pavement treatments.
- Capital costs for transit projects, including vehicle replacement, station/facility upgrades, etc.
- Transportation infrastructure projects that advance managed lanes and other pricing strategies.
- Roadway projects such as new roadway capacity that is managed or improvements to existing interchanges that address other underlying issues (such as evacuation needs, emergency response, or safety issues). New interchanges or new unmanaged capacity are not eligible for funding in this program.
- Projects and programs to support and advance electric vehicle (EV) charging infrastructure programs and strategies.
- Construction or enhancement of multi-use paths and/or grade separated bicycle/pedestrian crossings of major barriers.
- Development of mobility hubs that includes access and infrastructure for multiple transportation modes.
- Infrastructure-based intelligent transportation systems (ITS) capital improvements.
- Enhancing the competitiveness of large infrastructure programs or projects that have been prioritized in the region for federal and state grants.

System Preservation Program

The System Preservation Program will address the need for road preventative maintenance to reduce the local agency backlog of road maintenance needs and focus funding on major roadways that heavily contribute to the movement of people and goods in the region.

Under this program, funding is focused on preservation and resurfacing of roadways functionally classified as major arterials or collectors that:

- Include existing transit routes;
- Are designated as freight or truck routes;
- Are located in a locally-defined equity priority area;
- Are located within areas that have (or have planned) transit-oriented development, mixed use, or are along major commercial corridors;
- Include existing active transportation or trail networks;
- Serve as key evacuation and/or emergency response routes for rural communities;
- Support regional goods movement such as farm to market routes and agritourism; **and/or**
- Provide access to education centers.

Section 2. Application Contents Description

The Regional Funding Round application includes the following components: (1) Project Application, (2) Project Programming Request, (3) Engineer's Cost Estimate, (4) either PPA or Transit Asset Management (TAM) data table, (5) Cost Effectiveness calculation, and (6) CMAQ Calculation. As explained below, each sponsor needs to also include their Priority Ranking Table (7) once, either as part of the submission for their highest priority project or separately to the SACOG program manager (i.e., no need to include the table in every submission). Sponsors may include additional graphics, visuals, or support letters (8), though these elements are optional. Applications must use the templates provided on the SACOG website for the required elements. Not every program requires all components. The table below shows the required component for each specific program.

Ref. No.	Application Content	Next Generation Solutions & Clean Air Program	System Performance Program	System Preservation Program
1	Project Application			
	Project Background *	X	X	X
	Community Engagement *	X	X	
	Performance Outcomes *	X	X	X
	Leverage & Cost Effectiveness	X	X	X
2	Simplified Project Programming Request	X	X	X
3	Engineer Cost Estimate	X	X	X
4	Project Performance Assessment: Data Table / Transit Asset Management Data	X	X	X
5	Cost Effectiveness calculation		X	X
6	CMAQ calculation	X		
7	Adopted Agency Resolution	X	X	X
8	Sponsor priority ranking table	X	X	X
9	Optional additional graphics, maps, visuals, letters	X	X	X

* Includes equity evaluation element

Project Application

Complete the narrative-based questions and prompts contained in the application. The application provides suggested lengths but does not require a minimum or maximum length for question responses. If necessary, you may expand any of the application text boxes to fully answer the question, including carrying the response or formatting over to the next page, or creating a new page.

Below are more detailed instructions for several of the questions.

Project Background Section

The **project description** should be concise, and provide a one-to-two-sentence description of your project; do not include purpose, benefits, or anything beyond a short description of the work to be done. SACOG will use the description to program the project in the MTIP via SACTrak (if it's new); therefore, ensure that the description includes all relevant scope necessary for federal approvals. Do not include any additional scope that won't be delivered by this particular project. Use the following structure:

Location, facility, limits: Scope of Improvements (Repeat for multiple locations or limits).

Example Project Descriptions:

- Ex. 1 In Rancho Cordova, on Folsom Blvd., from Bradshaw Rd. to Horn Rd.: Streetscape improvements, including sidewalk gap closure, new bifurcated sidewalks (on south side of Folsom Blvd.), new Class II bike lanes, and landscaped medians.
- Ex. 2 In Elk Grove, along the south side of Elk Grove Creek from Laguna Springs Drive to Oneto Park: Construct a separate Class I (off-street) bicycle/pedestrian trail. Along Laguna Springs Drive, from Elk Grove Boulevard to Laguna Palms Way: Construct Class II (on-street) bike lanes.

For projects that are in or benefiting a racial or socio-economic equity community, agencies should utilize existing data sources and indices that are currently used by programs serving low income, vulnerable, and underserved communities:

- SACOG Environmental Justice Areas
- Federally-recognized tribal lands
- CalEnviroScreen 4.0
- Disadvantaged Census Tract Areas
- Free or Reduced Priced School Meals
- Healthy Places Index
- Climate and Economic Justice Screening Tool (CEJST)
- Equitable Transportation Community (ETC) Explorer
- Areas of Persistent Poverty
- Environmental Protection Agency (EPA) Justice Screening (EJScreen)
- Caltrans Equity Index (EQI)
- Environmental Justice Block Groups
- Sacramento Promise Zones

- Opportunity Zones

For projects that benefit a locally defined equity priority area that may not be located in a predefined geography list above, the agency can use the narrative section to support the benefits of that project to underserved communities. These locally defined equity areas should be supported by using similar indicators. Agencies should consider appropriate data, indices, and screening tools to determine whether a specific community is disadvantaged based on a combination of variables that may include, but are not limited to, the following:

- Low income, high and/or persistent poverty
- High unemployment and underemployment
- Racial and ethnic residential segregation, particularly where the segregation stems from discrimination by government entities
- Linguistic isolation
- High housing cost burden and substandard housing
- High transportation cost burden and/or low transportation access
- Disproportionate environmental stressor burden and high cumulative impacts
- Limited water and sanitation access and affordability
- Disproportionate impacts from climate vulnerability
- High energy cost burden and low energy access
- Access to healthcare

Community Engagement

A successful project is the result of active engagement of impacted community members, particularly of Black, Indigenous, Asian, Pacific Islander, Hispanic/Latino, and other communities of color, along with low-income (rural, suburban, and urban), persons with disabilities, youth, older adults, and other underrepresented communities that have been historically disenfranchised and excluded from planning processes.

Engagement should occur prior to and during project development, with the intent to provide direct benefits or solve an expressed transportation issue, while also limiting and mitigating any negative impacts. The narrative section for community engagement should address the following questions:

- Why was the project concept developed? How were the project's purpose and need identified?
- How was the community engaged as the project was developed and designed?
 - How did you identify specific communities and populations likely to be directly impacted by the project?
 - How did community members become involved in project plan development?
 - What engagement methods and tools were used?
 - What techniques did you use to reach populations traditionally not involved in community engagement related to transportation projects?
- Who participated in the project engagement process? (Race/ethnicity, age, education, socioeconomic status, disability status, etc.)

- How did engagement influence the project plans or recommendations? How did you share back findings with community and re-engage to assess responsiveness of these changes?

Performance Outcomes Section

In the Performance Outcomes section of the application, select two of the program specific performance outcomes (except the System Preservation Program which only has one). Each program is listed below and includes the program specific performance outcomes to select. Answer the narrative questions only for the selected outcomes. Projects will only be evaluated on the applicant-selected two outcomes.

Next Generation Solutions and Clean Air Program

The Next Generation Solutions and Clean Air Program seeks to promote effective and efficient use of limited federal funding resources to both develop and maintain the regional transportation network and provide regional benefits. This program specifically focuses on increasing mobility options and projects that improve air quality. This is done by evaluating projects through the following SACOG performance outcomes:

- Reduce regional vehicle miles traveled (VMT) and/or greenhouse gases (GHG) per capita.
- Reduce regional congestion.
- Increase multi-modal travel/alternative travel/choice of transportation options.
- Provide long-term economic benefit within the region, recognizing the importance of sustaining urban and rural economies.
- Climate adaptation and resilience.

Applicants will be asked to choose two of the performance objectives above that best represent their projects goals. This will be discussed in the Project Outcomes section of the application and will be supported with both quantitative data from SACOG's Project Performance Assessment (PPA) Tool and a series of narrative questions.

System Performance Program

The System Performance Program seeks to promote effective and efficient use of limited federal funding resources to both develop and maintain the regional transportation network and provide regional benefits. This is done by evaluating projects through the following SACOG performance outcomes:

- Reduce regional vehicle miles traveled (VMT) and/or greenhouse gases (GHG) per capita.
- Reduce regional congestion.
- Increase multi-modal travel/alternative travel/choice of transportation options.
- Provide long-term economic benefit within the region, recognizing the importance of sustaining urban and rural economies.
- Improve goods movement in and through the region.
- Significantly improve safety and security.

- Demonstrate state of good repair benefits that maintain and improve the existing transportation system.

Applicants will be asked to choose two of the performance objectives above that best represent their projects goals. This will be discussed in the Project Outcomes section of the application and will be supported with both quantitative data from SACOG's Project Performance Assessment (PPA) Tool and a series of narrative questions.

System Preservation Program

The System Preservation Program seeks to promote effective and efficient use of limited federal funding resources to maintain the regional transportation network and provide regional benefits. The program uses the single performance outcome "demonstrate state of good repair benefits that maintain and improve the existing transportation system". This will be discussed in the Project Outcomes section of the application and will be supported with both quantitative data from SACOG's Project Performance Assessment (PPA) Tool and a series of narrative questions. Applicants will be asked to support why they are prioritizing the project and have the opportunity to provide additional details like safety, modal choice, and economic development.

Project performance outcomes review draws on quantitative and qualitative measures

- Performance outcomes are measured through the Project Performance Assessment (PPA)/Transit Asset Management (TAM) tool and application narrative response. Any sponsor can also bring forward its own data in the application material as part of the project evaluation.
- Performance outcomes are assessed relative to project size and within similar place types. The sponsor provides evidence that the project is appropriate for the surrounding community's current and expected land uses and the application considers transportation needs for current and future users. The project benefit criteria support project evaluation across a breadth of size, scope, location, and context.
- Performance outcomes are also assessed relative to submitted applications for similar projects. This is a secondary consideration but still important in the overall evaluation of the benefit.

Qualitative content

In the performance outcomes section of the application, sponsors will select two of the program performance outcomes. The sponsor will answer the narrative question on how the project supports the selected performance outcomes. The applicant can choose to include any additional data, studies, or documentation to support the relevant performance outcome, especially data the applicant feels is essential to describe the project conditions and purpose beyond data from the PPA tool.

Applicants will identify the overall project benefits anticipated for the community in relation to the selected performance outcomes. Included in this section will be how the project addresses racial and socio-economic equity, specifically what are the benefits specific to Black, Indigenous, Asian, Pacific Islander, Hispanic/Latino, and other communities of color, along with low-income (rural, suburban, and

urban), persons with disabilities, youth, older adults, and other underrepresented communities residing or engaged in activities near the project area and substantiate benefits with data.

1. Describe the project's specific benefits and who will benefit most.
 - a. How does the project relate to the needs of people who live, work and play in that area? Who does the project serve and how (immediate residents, workers, children, the elderly, etc.)?
 - b. What are the potential barriers to accessing project benefits?
2. Acknowledge and describe any negative project impacts and/or specific transportation burdens, and who will be burdened. Describe measures to mitigate these impacts.
 - a. What are the potential unintended impacts or consequences of the proposed project?

In the narrative component of the performance outcomes section the applicant can choose to include any additional data, studies, or documentation to support the relevant performance outcome, especially data the applicant feels is essential to describe the project conditions and purpose beyond data from the PPA tool.

Leverage and Cost Effectiveness Section

Sponsors are asked to provide a simple cost effectiveness calculation. Section 2.5 gives more detail on how to complete the simple calculation.

Simplified Project Programming Request (PPR)

The second required component of the program application is the Project Programming Request (PPR). All projects need to complete a PPR that includes an estimated full project cost, even if the project is for project development only (i.e., those seeking funds for environmental, design or right-of-way work). SACOG has simplified the standard PPR used by the state.

Engineer's Cost Estimate

Fill out the Engineer's Cost Estimate with your project information. Please use the Excel version available on the program website. Project development requests do need to include a cost estimate but can use planning level estimates.

Project Performance Data

This program uses both quantitative and qualitative analysis as part of project evaluation. Each sponsor is required to include a project performance data table as part of the application package. Most projects will use the Project Performance Assessment (PPA) tool to create the required data table. Projects applying for transit vehicle replacements or equipment are the one exception to using the PPA; these projects instead use the TAM Data Table.

The required data metrics are a uniform piece of information for each project's evaluation but can only provide part of the story of a project's potential. As such, sponsors are encouraged to add any additional data/analysis/evidence of project benefit in their application narrative response.

Project Performance Assessment Data Table

With the exception of transit vehicle projects, applicants to the program are required to attach a Project Performance Assessment (PPA) data table as part of the application. The data table must be submitted as an Excel file.

TAM Data Table

Transit agencies applying for transit vehicle replacements or equipment are required to submit Transit Asset Management (TAM) data instead of using the PPA tool. Note that transit agencies submitting requests for other types of projects (e.g., new service, new station, station improvements) are required to attach the PPA data table. Transit agencies should consult with SACOG staff in advance if unsure whether they are required to provide TAM data or the PPA data table as part of their project application.

Sponsors submitting TAM data will use the data table template on the program website. The sponsor should use the most current data available and reference the data year in the table. Note that sponsors using the TAM data will not have PPA indicators. Instead, the sponsor will provide evidence for the program's performance outcomes through the narrative section and with any additional data or analysis provided in the application.

Cost-Effectiveness Calculation

(System Performance and System Preservation Programs Only)

Applications will be evaluated by a simplified methodology that divides the project's expected users by its expected costs. See Section 3 for details on the methodology and directions for completing this simple calculation as part of the application.

CMAQ Calculation

(Next Generation Solutions and Clean Air Program Only)

Through the Regional Funding Program, SACOG awards CMAQ funds to projects that will help our region meet the requirements of the Clean Air Act. Sponsors are asked to calculate the potential emissions benefits of their project. Sponsors should consult with SACOG staff in advance of the application due date if they need assistance identifying the emissions reductions attributable to the project.

Sponsor Priority Ranking Table

Project priority rankings are not a weighted selection criterion in the program but are a consideration in the evaluation and project selection efforts completed by review group.

Each sponsor needs to complete a single table that ranks all their submissions to the specific funding program in terms of local agency priority (Sample Table 2, below). The table should include the sponsor's submissions to the SACOG Regional Funding Program.

The sponsor should include these tables either in the application of their highest ranked project, or directly to the SACOG program manager separate of the application (i.e., the table does not need to be provided in every application submission) using the template provided on the program website.

Optional Content

Project applicants may attach additional information to help the review groups understand the significance of your project. This may include pictures of the project area, letters of support, and/or

other exhibits related to your project. Address any support letter to James Corless, SACOG's Executive Director and submit them with the application. Do not send the letters of support directly to SACOG's Executive Director. Do not attach completed local planning documents.

SACOG encourages complete street and active transportation projects to include a cross section visual as part of the application material. ([StreetMix](#) is available if you do not already have these documents.)

Application checklist

Required content:

- ☐ **1.** Complete project application. This includes selecting of the program's performance outcomes, and answering the associated questions for the selected two outcomes
- ☐ **2.** SACOG Project Programming Request
- ☐ **3.** SACOG Engineer's Cost Estimate
- ☐ **4.** Project Performance Assessment Data Table or
- ☐ **4.** Transit Asset Management Data Table (for transit vehicle replacement and equipment projects)
- ☐ **5.** Cost-Effectiveness Calculation
- ☐ **6.** CMAQ Calculation (Next Generation Solutions & Clean Air Program only)
- ☐ **7.** Resolution stating agency commitment to delivering awarded project

Additional content:

- ☐ **8.** Sponsor priority ranking tables (only needed once per sponsor, not in every application)
- ☐ **9.** Additional graphics, maps, letters of support, visuals (optional)