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# ADOT Transportation Alternatives Program FAQs

## Eligibility Questions

### Which project sponsors are eligible for ADOT TA Program funds?

- MPO
- COG
- County
- Local government
- Tribal government
- Regional transportation authority
- Transit agency
- Natural resource or public land agency with public entity sponsor
- School district, local education agency, or school with public entity sponsor
- MPOs that serve an urbanized area with a population of 200,000 or fewer
- Nonprofit organization may apply with public entity as project sponsor
- Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails (other than a metropolitan planning organization that serves an urbanized area with a population of over 200,000 or a State agency) that the State determines to be eligible
- State of Arizona (if requested by an eligible public entity and agreed to by ADOT)

### What types of projects are eligible for ADOT TA Program funds?

ADOT's TA Program project eligibility is based on [FHWA's TA Program Guidance](#) with no additional restrictions on project type. Typical eligible project types based on FHWA's guidance are listed below:

- Archaeological activities relating to impacts from implementation of a transportation project
- Boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways
- Construction of turnouts, overlooks, and viewing areas
- Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure-related projects and systems that will provide safe routes for non-drivers
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users
- Develop an active transportation plan
- Educational Programs
- Electric bicycle infrastructure
- Environmental mitigation for stormwater management (related to highway construction or runoff), wildlife mortality, or habitat connectivity

- Historic preservation and rehabilitation of historic transportation facilities
- Inventory, control, or removal of outdoor advertising
- Planning Studies (Scoping)
- Recreational trail projects (including maintenance and restoration)
- Safe routes to school projects
  - Infrastructure
  - Non-infrastructure
- Safety Assessments
- Shared micro-mobility systems (not operational costs)
- Transit projects
- Vegetation management

### **Can TA Program funds be used towards expenses for staff?**

Yes, TA Program funding can be used towards expenses for staff associated with Safe Routes to School planning project or a project that delivers instruction to specific schools and school districts. Expenses for staff are confined to a TA Program project lasting no longer than 18 months.

### **Can eligible TA Program projects be located on Tribal routes or facilities under the TA Program?**

Yes, any eligible project can be located on a Tribal route or facility outside of MAG and PAG MPO planning area boundaries.

For Tribal Governments with boundaries that fall both within and outside of the MAG and PAG MPO planning area boundaries, any eligible project located outside of the MAG or PAG regions is eligible through ADOT's TA Program.

### **Which projects and costs are ineligible for ADOT's TA Program grant funding?**

The Maricopa Association of Governments (MAG) and Pima Association of Governments (PAG) receive their own funding distributions from the federal government and implement their own TA Program grant processes. Projects located within MAG and PAG cannot apply for ADOT TA Program funds.

Ineligible costs include costs incurred prior to the date of finance authorization, right-of-way acquisition, and routine maintenance and operations. Additional activities as listed in the complete ADOT TA Program Manual, which can be found under the Resources section on the [TA Program webpage](#).

### **Are pre-construction planning projects eligible for funding?**

Yes. Planning projects (also referred to as scoping) are eligible under the TA Program and provide an opportunity for communities to develop new projects that can compete for design and construction funding in future TA Program cycles.

## Can nonprofit organizations submit for projects besides non-infrastructure SRTS?

Yes. A nonprofit organization can apply for any eligible TA Program project or activity but must secure a partnership with an eligible public entity who sponsors the project on behalf of the nonprofit organization.

## Can a nonprofit submit their own application if they have confirmed partnership with a municipality & COG/MPO?

No. A nonprofit organization must partner with an eligible public entity who sponsors the project; all roles and responsibilities of each entity must be worked out at the time of application submission.

## MPO/COG Coordination Questions

### How do I determine which MPO or COG boundary my project is within?

You can review this [Map of MPO and COG boundaries in Arizona](#).

### When should I contact my MPO or COG about my project proposal?

Coordination with MPOs and COGs can happen at any time. Once ADOT issues a Call for Projects, prospective project sponsors will need to coordinate with staff from the MPO/COG to secure a letter of support. Your COG or MPO can be a great resource all along the TA program process; keep in touch.

### What do I need to receive from my MPO or COG to prove that they have reviewed my project and support it?

A signed letter in pdf format from the COG/MPO demonstrating their support for the project.

### Do Tribal Governments need to receive a letter of support from a MPO or COG?

Tribal Governments are encouraged to coordinate with MPO/COGs, but are required to obtain a letter of support from the route/facility owner. If the Tribal Government sponsored project is on a tribal route or facility, the Tribal Government must submit a self-certifying letter that the project has no external jurisdictional coordination impacts. ([ADOT Tribal Government Map](#))

## Project Planning/Scoping Questions

### If the MPO applies for a planning/scoping, project, does the project go into the TIP or UPWP?

Both. The current UPWP contract between ADOT and MPOs/COGs allows for MPOs/COGs to administer planning related items under the contract. Planning/scoping tasks can be carried out by the MPO/COG and invoiced to ADOT for reimbursement. In addition, the project should be identified in the TIP to track funding.

## If the MPO applies for a TA scoping project, can the 5.7 percent match be done as in-kind contribution?

Yes, if the MPO provides documentation of how the in-kind will be calculated, submits an in-kind worksheet with their invoice, and keeps records of those contributing the in-kind hours.

## Can Tribal Governments use Federal Tribal Transportation Funds as a Local Match?

If the project is 100% on Tribal lands, there is no local match required.

For projects not 100% on Tribal Lands, Tribal Governments can use funds under 23 U.S.C. 202 or 23 U.S.C. 203 to pay the non-Federal share of the cost of any project that is funded under title 23, or under chapter 53 of title 49, U.S.C., that provides access to or within Federal or tribal land.

## Is there a set dollar amount for planning/scoping projects?

No. The ADOT TA Program does not currently have minimum or maximum project cost limits. Planning (also referred to as scoping) project costs should reflect the need and relative complexity of the project.

## How do you determine the cost of a planning project?

The cost of a planning project depends on the scope and level of effort needed to meet the needs of the project sponsor. Project Sponsors can contact the [ADOT Regional Planner](#) that corresponds to their region for support.

## Funding Questions

### Is there a minimum or maximum amount of funds I can apply for?

There are currently no minimum or maximum award amounts designated.

### What is the local match required?

The required local match for TA projects will be in accordance with the federal sliding scale rule for Arizona. According to FHWA Notice 4540.12, projects in Arizona are eligible for funding at 94.3% maximum federal share and 5.7% minimum local match.

### What projects qualify for 100% funding (no match required)?

No project qualifies for 100% TA Program funding. However, Tribal Governments can use federal funding on TA Program projects as match.

## Application Questions

### When is the application deadline?

Please see the [TA Program webpage](#) for the latest information about application due dates.

### Can ADOT prepare my grant application?

No. ADOT does not provide grant writing services or assistance. Applicants are encouraged to work with their MPOs and COGs for assistance. Planning/scoping projects are eligible under the

TA Program and provide an opportunity for communities to develop new projects that can compete for design and construction funding in future TA Program cycles.

### **Do Greater Arizona municipalities (e.g., cities and towns outside of the MAG and PAG regions) apply for TA funding directly through ADOT's competitive process?**

Yes. However, all applications must include a letter of support from the MPO or COG in which the project is located.

### **Does ADOT require the project sponsor to use the ADOT cost estimating tool and upload it to the screening application?**

No, the project sponsor can provide and upload other cost estimate information. However, the level of cost estimate detail should at least match ADOT's cost estimating tool. Accurate cost estimates are important to the success of the TA Program and moving the project forward if awarded.

### **Can a project sponsor upload more than one file?**

Yes.

## **Project Delivery Questions**

### **My project has been awarded ADOT TA Program funds. What are the next steps?**

Once a project has been submitted and selected for TA Program funding, Project Sponsors with design or construction projects will need to follow the ADOT Project Delivery Process for federal-aid programs as outlined in the [ADOT LPA Manual](#). For planning and programming project, Project Sponsors will work with the ADOT Multimodal Planning Division.

### **When will projects be advertised for bid?**

Projects will be advertised for bid when Environmental Clearance, Right-of-Way (funded outside of the TA Program) and Utility Clearances are approved, the PS&E package is approved, and matching funds have been provided.

### **What is the deadline to spend grant funds before they are returned to the ADOT TA Program funding pot?**

The total duration of a TA Program project, including all phases, is a maximum of four years.

Each phase of a TA Program project must be ready to proceed; funding for project phases which cannot proceed pursuant to this schedule will not be obligated.

Any remaining unspent funding will revert to ADOT on July 1.

## Other Questions

### Who at ADOT is in charge of the ADOT program?

Elaine Mariolle ([TAProgram@azdot.gov](mailto:TAProgram@azdot.gov)) is the Active Transportation Coordinator and TA Program Manager.

### How will ADOT ensure that communities of all sizes are able to compete for their share of these funds per federal law?

All eligible entities outside of the MAG and PAG MPO planning area boundaries can take part in ADOT's TA Program. Smaller communities who may not have a project under development are encouraged to coordinate with their respective MPO or COG and consider submitting a planning project application which can support scoping for future project design and construction applications to the TA Program. ADOT has also made its Development Fees an eligible TA Program project expense.

### ADOT is administering the projects (paying the consultant/contractor) how does in-kind factor in. Where do the matching funds paid out get recovered that isn't from the State Highway Fund?

The Project Sponsor will need to provide documentation of how the in-kind will be calculated, submit an in-kind worksheet with their invoice, and keep records of those contributing the in-kind hours. ADOT will need to approve the use of in-kind match.

### Is there a limit on the number of projects/applications a region or Project Sponsor is allowed to submit?

No, there are no such limitations.