

**Arkansas Transportation
Alternatives Program
(TAP-2024)
&
Recreational Trails Program
(RTP-2024)**

Virtual Informational
Seminars

March 14, 2024 **April 2, 2024**




1

Agenda

2

- Recent Changes
- Guidelines
- Eligibility
- Federal Requirements
- Application Preparation
- Questions and Answers



2

2

Recent Changes

3

- **Online Application**
 - All applications will be considered for both programs
- **New ARDOT Guidance**
 - All Phases will be eligible for funding
 - On-call Consultants will be made available
 - 1 % Administration Fee for all projects
 - Eligible Sponsors now include small Metropolitan Planning Organizations
 - In-Kind Matching Eligibility for all RTP eligible projects



3

3

Funding Sources

4

Infrastructure Investment and Jobs Act (IIJA)

- **IIJA was signed into law in Nov. of 2021, funding surface transportation programs for fiscal years 2022-2026**
 - Transportation Alternatives is a set-aside of Surface Transportation Block Grant Program (STBGP) Funds
 - Recreational Trails Program is funded through a set-aside portion of a state's TAP funds




4

4

Program Guidelines

5

- ELIGIBLE PROJECTS
- PROGRAM COMMITTEE
- BASIC REQUIREMENTS
- FUNDING
- DESIGN
- RIGHT OF WAY ACQUISITION
- ENVIRONMENTAL CLEARANCE
- LPA MANUAL




5

5

Transportation Alternatives Program (TAP)

6

- ELIGIBLE SPONSORS
- ELIGIBLE PROJECTS



6

6

Eligible TAP Sponsors

7

- Must be an eligible entity as defined by 23 U.S.C. 133(h)(4)(A).
 - Local governments, including city and county governments
 - Regional transportation authorities (regional transportation planning organizations)
 - Transit agencies
 - Natural resource or public land agencies
 - School districts, local education agencies, or schools
 - Tribal governments
 - Metropolitan Planning Organizations (MPOs) that serve an urbanized area with a population of 200,000 or fewer
 - Other local or regional governmental entity with responsibility for oversight of transportation or recreational trails
 - Nonprofit 501(c)(3) Organizations will be able to apply as the official Sponsor only for RTP eligible projects under both programs. Nonprofits are also eligible to apply for non-RTP eligible projects provided that there is a partnership with an eligible government agency that is willing to act as the official Sponsor. Nonprofits that apply using this arrangement should clearly articulate the role and responsibilities of the respective parties in the application.



7

7

Eligible TAP Sponsors

8

- State Transportation Departments (such as ARDOT) and Metropolitan Planning Organizations with a population of more than 200,000 **are not** eligible sponsors. Small MPOs are now eligible.
- Nonprofit 501(c)(3) Organizations will be able to apply as the official Sponsor only for RTP eligible projects under both programs.

Nonprofits are also eligible to apply for non-RTP eligible projects provided that there is a partnership with an eligible government agency that is willing to act as the official Sponsor. Nonprofits that apply using this arrangement should clearly articulate the role and responsibilities of the respective parties in the application.
- A sponsor may submit multiple applications for separate projects. These applications will need to be prioritized.



8

8

Eligible TAP Projects

9

- Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation



9

9

Eligible TAP Projects

10

- Including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, lighting and other safety-related infrastructure.



10

10

Eligible TAP Projects

11

- Construction of infrastructure-related projects and systems that will provide safe routes for non-drivers.



11

11

Eligible TAP Projects

12

- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.



12

12

Eligible TAP Projects

13

- Community improvement activities such as streetscaping, the rehabilitation of historic transportation facilities, and vegetation management practices.



AR

13

13

Eligible TAP Projects

14

- Construction of turnouts, overlooks, and viewing areas.



AR DOT

14

14

Eligible TAP Projects

15

- Any environmental mitigation activity, including pollution prevention and abatement activities.



ARIZONA

15

15

Eligible TAP Projects

16

- Safe Routes to Schools (SRTS) Infrastructure and Non-Infrastructure related projects.



ARIZONA

16

16

Eligible TAP Projects

17

- All Recreational Trails Program eligible projects and activities are eligible for TAP funds.



17

17

TAP – What’s Not Eligible

18

- Roadway improvement projects, unless specifically for nonmotorized uses (e.g. adding a bike lane)
- Bridge replacement projects, unless for pedestrians or for historic structures
- General recreation and park facilities, campgrounds, or sports fields (trails in these areas are eligible)
- Playground equipment, picnic tables, decorative fountains, pavilions
- Fancy or ornate entrance/name signs or welcome signs



18

18

Program Committee

19

- **Transportation Alternative Program**
 - TAP Advisory Committee
 - ✦ 7 member committee
 - Public School
 - Arkansas Municipal League
 - Association of Arkansas Counties
 - ADPHT
 - ARDOT (2 members)
 - Federal Highway Administration (FHWA)

 19

19

Recreational Trails Program (RTP)

20

ELIGIBLE SPONSORS

ELIGIBLE PROJECTS

 20

20

Eligible RTP Sponsors

21

- Must be an eligible sponsor as defined by 23 U.S.C. 206(d)(4)(A).
 - Private organizations
 - ✦ Private 501(c)(3) organizations, trail clubs, conservation organizations, private schools, colleges or universities, etc.
 - Municipal agencies
 - ✦ City or county governments, school districts, public utilities, etc.
 - State agencies
 - ✦ State parks agencies, game & fish agencies, state schools, colleges or universities, etc.
 - Federal agencies
 - ✦ U.S. Forest Service, U.S. Army Corps of Engineers, National Park Service, etc.
 - Other governmental entities
 - ✦ River authorities, planning districts, tribal governments, etc.
- A sponsor may submit multiple applications for separate projects. These applications will need to be prioritized.



21

21

Eligible RTP Projects

22

- Construction of new recreational trails.



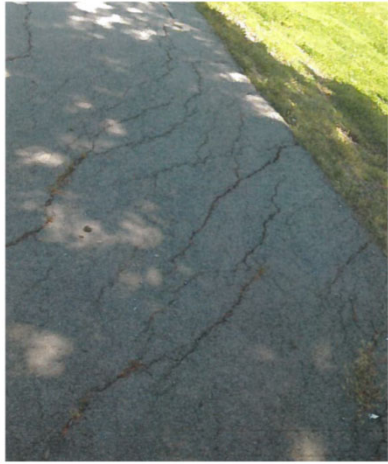
22

22

Eligible RTP Projects

23

- Maintenance and restoration of existing trails.



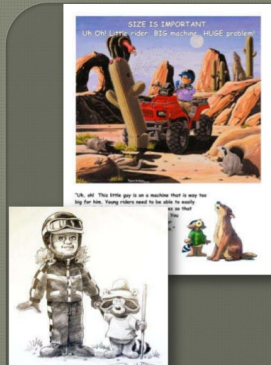
23

23

Eligible RTP Projects

24

- Educational programs to promote safety and environmental protection as related to the use of recreational trails.



Activity Book

Created characters and 'a story' to go with the posters.

Additional coloring pages and word games were included.



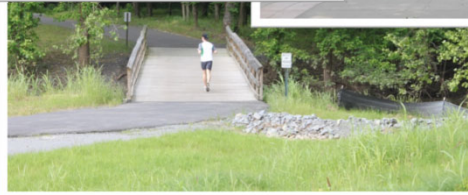
24

24

Eligible RTP Projects

25

- Development & rehabilitation of trailside, trailhead and trail linkages.



25

25

Eligible RTP Projects

26

- Motorized recreational trails.
 - Definition: “Motorized” recreation – off road recreation using any motor-powered vehicle, except for motorized wheel chair.
 - Open Application
 - 30% of Apportioned Funds



26

26

RTP – What’s Not Eligible

27

- Equipment purchase or maintenance costs
- Ornate landscaping beyond what is necessary to repair construction damage
- General recreation and park facilities, campgrounds, or sports fields (trails in these areas are eligible)
- Playground equipment, picnic tables, decorative fountains
- Sidewalk projects



27

27

Program Committee

28

- Recreational Trails Program
 - Arkansas Recreational Trails Advisory Committee
 - ✦ 11 member committee
 - Bicyclists
 - Local Government
 - Arkansas Trails Council
 - Aquatic Trail Users
 - Motorized Trail Users
 - Arkansas State Parks
 - Equestrian Users
 - Hiker/Backpacker Users
 - Users with Disabilities
 - ARDOT
 - Federal Highway Administration (FHWA)



28

28

Basic Requirements

29

- Reimbursement Program
 - No funding provided up front

- Sponsor will administer the contract
 - This is **your** project

- Follow federal requirements
 - Americans with Disabilities Act (ADA), Davis-Bacon wage rates, Disadvantaged Business Enterprises (DBE), Equal Employment Opportunity (EEO), National Environmental Policy Act (NEPA), the “Uniform Act” and other applicable provisions



29

29

Funding

30

- You only need to apply once, the application will be evaluated under both programs.

- A 20 percent match will be required from the sponsor.

- Use of in-kind match:
 - Will be permitted for RTP eligible projects. If force account is requested, some additional justification will be required during project development.



30

30

Funding

31

- \$500,000 maximum federal funding request for all TAP and RTP projects (80% of project total).

Total Project	Federal Funds	Min. Local Share
\$625,000	\$500,000	\$125,000

- \$20,000 minimum federal funding request for projects containing infrastructure components.

Total Project	Federal Funds	Min. Local Share
\$25,000	\$20,000	\$5,000

- No minimum requested federal funding amount on projects containing only non-infrastructure components.



Funding

32

- **All phases are eligible**
 - Preliminary engineering (design)
 - Right of way acquisition
 - Utility relocation
 - Advertising and awarding the construction contract
 - Construction
 - Construction engineering and inspection



Funding

33

- **Pre-Construction Phases**

- **ARDOT On-Call Consultants**

- ✦ Available upon request
 - ✦ Must be on a phase that has not started yet
 - ✦ ARDOT *handles* procurement process

- **Other Consultants**

- ✦ Must be on a phase that has not started yet
 - ✦ Sponsor is responsible for procurement process
 - ✦ ARDOT *reviews* procurement process

33

Funding

34

- **1% ARDOT Administrative Fee on TAP & RTP projects.**

- This fee is 100% Sponsor funds and will not be counted towards the 20% match.
 - 1% fee is waived for nonprofit using in-kind match

- **Examples:**

Project Cost	Awarded TAP or RTP Funds	1% Admin Fee
\$1,000,000	\$500,000	\$5,000
\$500,000	\$200,000	\$2,000

34

Design Plans

35

- Design Plans will need to be certified by a Registered Arkansas Professional Engineer if the project requires design of any structural components (sidewalks, asphalt trails, retaining walls, bridges, etc.)
 - Plans for natural-surface trails will not require stamped plans
- Projects which include only non-infrastructure components will not require design plans (ex: education, walking school bus, planning document)
- ARDOT design guidelines can be found at:
 - <https://www.ardot.gov/divisions/roadway-design/guidelines-manuals/>

35

“Build America Buy America” Requirements

36

- When Federal-aid funding is used on infrastructure projects, materials used to build the projects should be made in the United States.
- Requires that all iron, steel, manufactured products, and construction materials used in covered infrastructure projects are produced in the United States.
- 23 CFR Sec. 635.410
- Sec. 106 ARDOT Standard Specifications for Highway Construction


36

Federal Requirements
Acquiring Right of Way
Sonya Washington, Right of Way Division

37

1. Determine who owns the land
2. Determine how the needed land will be acquired
3. Determine the fair market value of the land
4. Offer the property owner the derived value
5. If the owners agree, have them sign appropriate documentation
6. Pay the owners the agreed upon amount
7. Prepare a deed conveying the property
8. Once all property is acquired, certify the job

Sonya Washington
ROW Coordinator
ROW Division
(501) 569-2951
Sonya.Washington@ardot.gov

 37

37


Federal Requirements
Environmental Requirements
Don Nichols, Environmental Division

38

- National Environmental Policy Act (NEPA)

- Routine documentation by ARDOT
 - Includes initial State Historic Preservation Office (SHPO) correspondence

Don Nichols
Section Head
Assessments Section
Environmental Division
(501) 569-2281
Don.Nichols@ardot.gov

 38

38

Environmental Impacts

39

Known Environmental Impacts to Identify

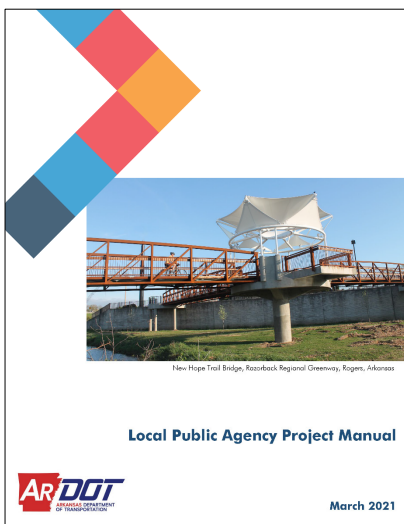
- Endangered Species
- Lakes/Rivers/Streams
- Relocates
- Wetlands
- Floodplain/Floodway
- Landfills
- Federal Lands
- Historic Structures



39

LPA Manual

40



The Local Public Agency Project Manual is a guide for cities, counties, planning organizations, and eligible not-for-profit organizations that utilize federal funds for locally-administered transportation projects.

The procedures outlined in the manual address both state and federal requirements.




40

LPA Manual

41

What's in it?

- Information on funding programs
 - TAP
 - RTP
 - STBGP-Attrib. (MPO awarded)
 - TAP-Attrib. (MPO awarded)
- Project development processes for these programs
- Requirements for project phases
 - Consultant Selection
 - Environmental Documentation
 - Plan Development
 - Right of Way Acquisition
 - Utility Relocation
 - Letting and Award
 - Construction and Oversight



41

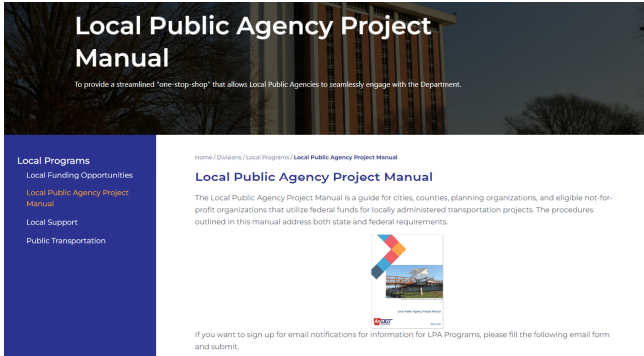
41

LPA Manual

42

Where is it?

ARDOT LPA Webpage
www.ardot.gov/LPA



42

42

Application

43

FORMAT
 REQUIRED SUBMITTALS
 APPLICATION WALK-THROUGH
 QUESTIONS



43

43

Format

44

- Application is online.
 - No PDF
 - Cannot be saved, must fill it out at one time
 - Have all of the required and supportive documents ready
 - Application will be reviewed by staff follow by a confirmation email



News and Upcoming Events:

The 2024 TAP application is now open!


Application deadline is Friday, May 31, 2024 at 4:00 p.m.

[Apply Here](#)

[2024 Sample Resolution](#)

[2024 Project Cost Estimate Sheet](#)

www.ardot.gov/TAP
www.ardot.gov/RTP


44

44

Required Submittals

45

- ❑ Completed Application
- ❑ Cost Estimate Sheets
- ❑ Resolution from Governing Body
- ❑ Project Location Map(s)
 - ❑ A draft map is shown in the application as a placeholder to indicate the information we'd like to see.
- ❑ Maintenance Statement

- **Deadline: Friday, May 31, 2024 at 4:00pm (CDT)**
 - No applications will be considered after this time



45

45

Additional Submittals

46

- Pictures
- Plan Sheets
- Letters of Support
- Property Ownership Verification (right of way)
- SHPO Clearance (only if you already have it)



46

46

Cost Estimate Sheets

47

- Fill in the amount for the requested phase
- Put \$0 for all other phases not requested through Federal funds
- Red boxes mean the federal amount requested is above 80%

ARKANSAS
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
RECREATIONAL TRAILS PROGRAM (RTP)
PROJECT APPLICATION -- FFY 2024

Project Name:
 Sponsor:

Project Budget

Phases	Estimated Costs			Notes (see below)
	Total	Requested Federal Amount (80% maximum)	Local Share (20% minimum)	
Preliminary Engineering/Design	\$0.00			1
Environmental Documentation	\$0.00			2
Right of Way Acquisition	\$0.00			1
Utility Relocation	\$0.00			1
Construction	\$0.00			
Construction Engineering/Inspection	\$0.00			1
Sub Totals	\$0.00	\$0.00	\$0.00	3

% Federal (80% maximum)

1% ARDOT Administrative Fee	\$0.00	-	\$0.00	4
-----------------------------	--------	---	--------	---

Grand Totals	\$0.00	\$0.00	\$0.00	
---------------------	---------------	---------------	---------------	--

Notes:
 1) If you already have a consultant working with you on a phase of your project that you do not qualify for Federal Funds. If Federal funds are not going to be used for this phase of the project, ARDOT does not need to know how your consultant is procured. If you do have Federal funds from another source, please ensure that all requirements



47

47

Cost Estimate Sheets

48

- Estimate should be itemized
 - Allows ARDOT to check for program eligibility on front end
 - Items can be consolidated (i.e. "Lighting" vs. 15 specific separate items to go with lighting)
 - "Construction" would not be a valid item. We want more detail than this.

ARKANSAS
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
RECREATIONAL TRAILS PROGRAM (RTP)
PROJECT APPLICATION -- FFY 2024

Project Name:
 Sponsor:

Project Detail Estimate

	Item of Work	Quantity	Units	Unit Cost	Item Cost
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Total Estimated Construction Cost:
 Requested Federal Funds:
 Local Match (20% minimum):
 % Federal (80% maximum):



48

48

Resolution

49

- Example in Application Packages
- Resolution Minimum Requirements:
 - Sponsor’s governing body expresses support of the project and understands that a local match is required.
 - Sponsor understands that these are reimbursable Federal-aid funds.
 - Project maintenance required for the life of the project.
 - Gives authorization to Sponsor’s CEO to enter into and execute appropriate agreements and contracts.
 - Project will remain accessible to the public for the life of the project.
 - Expresses full cooperation with the Arkansas Department of Transportation.

SAMPLE RESOLUTION

RESOLUTION NO. _____

A RESOLUTION EXPRESSING THE WILLINGNESS OF
SPONSOR NAME

TO UTILIZE FEDERAL-AID TRANSPORTATION ALTERNATIVES PROGRAM OR
RECREATIONAL TRAILS PROGRAM FUNDS

WHEREAS, *Sponsor Name* understands Federal-aid Transportation Alternatives Program or Recreational Trails Program Funds are available at 80% federal participation and 20% local match to develop or improve **Project Name**, and

WHEREAS, *Sponsor Name* understands that Federal-aid Funds are available for this project on a reimbursable basis, requiring work to be accomplished and proof of payment prior to actual monetary reimbursement, and

WHEREAS, this project, using federal funding, will be open and available for use by the general public, and maintained by the applicant for the life of the project.

NOW THEREFORE, BE IT RESOLVED BY SPONSOR'S GOVERNING BODY THAT:

SECTION I: *Sponsor Name* will participate in accordance with its designated responsibility, including maintenance of this project.

SECTION II: *Title of Sponsor's CEO/CAO* is hereby authorized and directed to execute all appropriate agreements and contracts necessary to expedite the construction of the above stated project.

SECTION III: *Sponsor's Governing Body* pledges its full support and hereby authorizes the Arkansas Department of Transportation to initiate action to implement this project.

THIS RESOLUTION adopted this _____ day of _____, 20__.

Signed: _____
Name of Sponsor's CEO/CAO

ATTEST:
(SEAL) _____

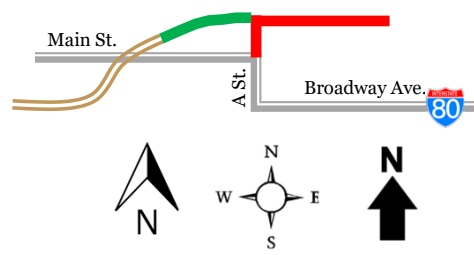
- Notes:**
- "Sponsor Name" is the name of the Agency (i.e. the City of XXX, Universal County, the Arkansas Department of Trails)
 - "Sponsor's Governing Body" is the group of individuals that make the final financial decisions for the Agency (i.e. City Council, Quorum Court, Board of Directors, Commission)
 - "Sponsor's CEO/CAO" is the person in charge of the day-to-day activities at the agency (i.e. Mayor, City Manager, County Judge, Executive Director, etc.)
 - "Project Name" is the name of the project from the application

49

Maps

50

- Should be legible and good enough quality to be easily-reproducible
- Should include:
 - Project Path
 - North Arrow
 - Landmarks
 - Legend, if necessary
 - Street Labels



Wal Mart

Piggly Wiggly

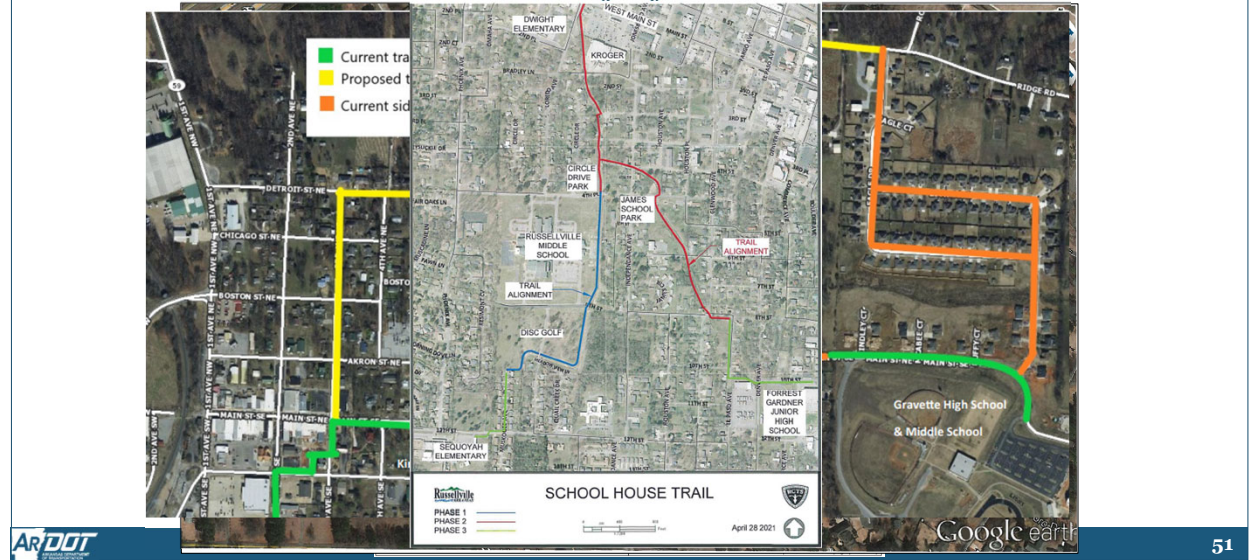
Legend

- New Sidewalk
- Existing Sidewalk
- New Trail
- Existing Trail

50

Maps

51



51

51

Maintenance Statement

52

- Who will maintain the project?
- Maintenance schedule
- Inspection schedule
- Checklists



52

52

Application Walk-Through

53

News and Upcoming Events:

The 2024 TAP application is now open!

Application deadline is Friday, May 31, 2024 at 4:00 p.m.

[Apply Here](#)

[2024 Sample Resolution](#)

[2024 Project Cost Estimate Sheet](#)



53


53

Questions?

54

- **Application:**
 - TAP: www.ardot.gov/tap
 - RTP: www.ardot.gov/rtp
- **Contact Information:**

Local Program Division
Grant Procurement
(479) 360-7161
LocalPrograms@ardot.gov



54

54