Call for Projects:
Kansas City Metropolitan Region
Federal Fiscal Years 2023-2024 Kansas & Missouri Surface Transportation Block Grant Program (STBG) Funds

Summary:
The Mid-America Regional Council (MARC) is accepting proposals for Federal Fiscal Years (FFY) 2023–2024 Kansas & Missouri Surface Transportation Block Grant Program (STBG) funds from local, regional and state government agencies for projects that support the regional transportation goals in the metropolitan transportation plan, Connected KC 2050. Most projects require a minimum 20 percent non-federal cost share.

Dates:
This funding opportunity will consist of two phases, an initial screening and a technical evaluation. The dates for each part of this proposal solicitation are as follows. Completion of both phases is required for funding consideration.

Phase I – Pre-Applications & Initial Screening
- Notification date: April 23, 2020
- Application website opens April 30, 2020
- Closing date: Pre-applications must be submitted in full by 4:00 p.m. CST on Friday, May 29, 2020.
  **Pre-applications submitted after this deadline will not be considered.**

Phase II – Full Applications & Technical Evaluation
- Opening Date: August 3, 2020
- Closing Date: Applications must be submitted in full by 4:00 p.m. CST on Friday, September 4, 2020.
  **Applications submitted after this deadline will not be considered.**

Completion of both phases is required for funding consideration.

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II. Programming Policy
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I. FUNDING OPPORTUNITY DESCRIPTION
A. Background

The Surface Transportation Block Grant Program (STBG) provides flexible funding that may be used to reimburse states, localities and other eligible project sponsors for projects on any federal-aid highway functionally classified as an urban collector or higher as documented on the MARC website.

Projects eligible for STP funds include, but are not limited, to capital investments in projects for:

- Active transportation modes including bicycling and walking
- Bridge replacement and rehabilitation
- Public transportation
- Roadway capacity
- Transportation operations and management
- Transportation safety infrastructure, and
- Other eligible uses (see the STP Guidance in “Resources” below for a full list)

B. Estimated Funding Levels

Since the current federal transportation legislation expires at the end of federal fiscal year 2020, some uncertainty remains about the level of funding available for programming by MARC for 2023-2024. Considering this, MARC looks to recent historical levels of funding to provide a reasonable estimate of the resources available for programming purposes.

For this project solicitation, MARC anticipates the following funding targets; however, these estimates may be subject to change:

- Kansas: Approximately $25 million
- Missouri: Approximately $41 million

C. Funding Type

STBG is a reimbursement program. Funding recipients must have the capacity to cover project costs at the outset of project or program implementation. Eligible expenses will be reimbursed by the administering state department of transportation or the Federal Transit Administration once the applicant has submitted a reimbursement request and supporting documentation.

II. PROGRAMMING POLICY

The metropolitan transportation plan, Connected KC 2050, includes a Programming Policy Statement that provides instructions to applicants, committees and staff on developing funding recommendations. The Programming Policy Statement includes:

- guidance relating to the implementation of the strategies of Connected KC 2050 and adopted transportation system performance measures
• Consistency with current regional policies including, but not limited to, the Congestion Management Process, River Crossing Policy and Complete Streets Policy
• Instructions for planning committees on developing advisory project priorities for use by programming committees, and
• Instructions for programming committees in developing project funding recommendations for policy committees

A link to the Programming Policy Statement is available in the resources section of this document. Please review this information carefully before submitting any application(s) for funding.

III. ELIGIBILITY INFORMATION

A. Geography & Applicants

Jurisdictions and transportation agencies located within MARC’s metropolitan planning organization (MPO) boundary may submit projects for consideration. This includes the entirety of Johnson, Leavenworth, Miami and Wyandotte counties in Kansas, and Cass, Clay, Jackson and Platte counties in Missouri.

B. Project Types

Flexibility and a broad range of eligible activities are hallmarks of STBG funds. Eligible projects include, but are not limited to, capital investments in projects for:

• Active transportation modes including bicycling and walking
• Bridge replacement and rehabilitation
• Public transportation
• Roadway capacity
• Transportation operations and management
• Transportation safety infrastructure, and
• Other eligible uses (see the STP Guidance in “Resources” below for a full list)

C. Excluded Uses

In order to demonstrate greater financial commitment by project applicants and to maximize the availability of these funds for project implementation activities, STBG funds generally are not used for design, preliminary engineering, or right-of-way acquisition activities. In Kansas, utility adjustments are also generally not eligible uses of STP funds. Exceptions to these excluded uses may be granted on a case-by-case basis by the Kansas and Missouri STP Priorities Committees and approved by the Total Transportation Policy Committee.

D. Federal Functional Classification Network

Functional classification is the process by which the nation's network of streets and highways are ranked according to the type of service they provide. It determines how travel is "channelized" within
the roadway network by defining the part that any road or street should play in serving the flow of trips through a highway network.

Functional classification is used in transportation planning, in roadway design and for the allocation of federal roadway improvement funds. It was introduced by the Federal Highway Administration in the late 1960s, which developed guidelines for local governments and planning organizations to use in maintaining the functional classification system in their own jurisdictions.

Roadway and bridge project eligibility for STP funds is dependent upon consistency with the Federal Roadway Functional Classification system as documented on the MARC website. Within the Kansas City MPO boundary, STP funds may be used for roadway projects on all facilities functionally classified as urban collector or higher and for bridge replacement/rehabilitation on any public road not classified as local on the Federal Functional Classification network.

### E. Roadway Capacity

Roadway capacity projects submitted for consideration under this call for proposals must be consistent with the financially constrained project listing of Connected KC 2050 and must demonstrate compliance with the Congestion Management Process. All other projects must be consistent with the policies, goals and priorities of Connected KC 2050.

### IV. PROGRAMMING PROCESS

#### A. Committee Roles

MARC programs STBG funds using two parallel competitive application processes governed by the Kansas and Missouri STP Priorities committees. The STP Priorities committees shall consider policy guidance from the Total Transportation Policy Committee (TTPC), project scores, advisory priorities and commentary from MARC modal planning committees, and other relevant information to develop funding recommendations for TTPC and the Air Quality Forum, as appropriate. Funding recommendations made by the STP Priorities committees are reviewed and approved by both TTPC and the MARC Board of Directors prior to being included in the regional Transportation Improvement Program.

#### B. Schedule

Below is a table outlining the process MARC will undertake to solicit and review proposals, and to select projects for funding. The submission deadline will not change, but the dates of other steps in the process may be subject to change.

<table>
<thead>
<tr>
<th>Phase I</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Notification of Funding Opportunity</td>
<td>April 23, 2020</td>
</tr>
<tr>
<td>Phase I Pre-Application Website Opens</td>
<td>April 30, 2020</td>
</tr>
<tr>
<td>Phase I Pre-Application Workshop</td>
<td>May 7, 2020</td>
</tr>
</tbody>
</table>
Phase I
Pre-applications due May 29, 2020

Staff review of proposals June 2020

Planning Policy Committee review and development of planning committee advisory priorities July 2020

**Phase II**

Call for Proposals Opens August 3, 2020

Phase II Program Workshop August 6, 2020

Full applications due September 4, 2020

Staff review of proposals September 2020

Programming Committee review and development of funding recommendation October - November 2020

Recommendations released for public comment by TTPC December 15, 2020

TTPC approves TIP amendment January 19, 2021

MARC Board of Directors approves TIP amendment January 26, 2021

MARC transmits project list to state and federal agencies for approval and funding January 26, 2021

C. Program Workshops

On Thursday, May 7, 2020, MARC staff will conduct a Phase I Pre-Application Workshop and will be available to answer questions regarding the initial screening procedures and form. This application workshop will be held in the MARC Board Room and electronically at (insert link) from 10:30 am –12 pm.

A workshop applicable for Phase II will be held on Thursday, August 6, 2020. MARC staff will be available to answer questions regarding the technical evaluation procedures and form. This workshop will be held in the MARC Board Room and electronically at (insert link) from 10:30 am –12 pm.

While attendance at these workshops is not required for applicants to participate in this funding opportunity, attendance is strongly encouraged.

D. Application Database
- **Create an Account**
  The submission database is located at [https://connectedkc.org/funding/](https://connectedkc.org/funding/).
  Click on "Apply for Funding" and fill in the requested information to create a unique account.

- **Add a Project**
  Log in to the database and click on “Start New Application” to add a new project. A blank submission form will open.
  Although multiple people from the same jurisdiction or agency can set up individual accounts, each application is tied to the individual account that entered it into the database.

- **Revise a Project**
  Each time you log in to the database, you will see a list of projects you have submitted or are working on. You can update information on an existing project or add a new one.
  You can make changes to Phase I Pre-Applications through 4 p.m. on May 29, 2020. All information submitted by this time and date will be considered final.

  When the Phase II application website opens on August 3, 2020, registered users will be able to access the database to complete full applications for each Pre-Application submitted in Phase I.
  Phase II Full Applications must be submitted by 4 p.m. on September 4, 2020.

  If you need assistance with the application database, contact Marc Hansen, mhansen@marc.org, at 816-701-8317.

E. **Application Presentations**

As part of the project evaluation process, project sponsors may provide a brief presentation to the respective STP Priorities committee. This presentation is intended to provide background information and an opportunity for committee members to ask questions regarding a project proposal.
Information presented will not change the evaluation score generated through this call for proposals.

V. **AWARD ADMINISTRATION INFORMATION**

A. **Award Notices**

MARC will notify successful applicants in writing and by electronic mail. Successful applications will enter into a contract with the Kansas Department of Transportation (KDOT), Missouri Department of Transportation (MoDOT) or the Federal Transit Administration (FTA). **Applicants whose projects are selected for funding are cautioned not to proceed with work until they have received a notice of funding obligation and notice to proceed by KDOT, MoDOT or FTA.**

B. **Reasonable Progress**

It is MARC’s intent to program federal funds for projects that meet regional goals and objectives and that can be implemented on schedule to provide their benefits to the travelling public in a timely manner.

It is MARC’s expectation that project sponsors awarded federal funds will:
• make every reasonable effort to obligate federal funds for their projects in the year in which they are originally programmed,
• work expeditiously with state departments of transportation or other agencies to complete required project development activities on schedule, and
• keep MARC apprised of their progress.

**MARC reserves the right to reallocate funds for any project that does not make and maintain reasonable progress towards obligation and implementation in a timely manner.**

### C. State LPA Processes

The local public agency manuals maintained by both the Kansas and Missouri departments of transportation are intended to be used as a guide for cities and counties that sponsor projects utilizing federal transportation funds.

For projects administered by local officials, the states will furnish information concerning the necessary federal requirements and will act as coordinator. The necessary design, acquisition, environmental, historical and archaeological clearances and approvals, construction and maintenance of improvements will be the responsibility of the local agency. A DOT representative will be the primary contact, furnish the necessary guidelines and coordinate the necessary reviews and approvals. DOT personnel will also advise and assist the local agency in meeting the requirements of the program.

Projects are performed under the terms of an agreement with KDOT or MoDOT. Work on any part of the project cannot proceed until the local agency has been notified by KDOT or MoDOT that federal funding has been approved — obligated — by the Federal Highway Administration (FHWA). If funds are approved, they will be distributed through the local agency sponsoring the project. If a project is not completed, the local agency sponsoring the project will be required to repay the sum of federal funds reimbursed to date. The local agency will be responsible for cost overruns.

The federal-aid transportation program operates on a reimbursement basis as work progresses. It is a federal reimbursement program in which the local agency is reimbursed minus its matching percentage after KDOT or MoDOT receives proper proof of payment by the local agency to the contractor for work performed.

Regardless of whether federal funds are available at the time of acquisition, local agencies are strongly encouraged to comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act), of the Code of Federal Regulations when acquiring realty rights, easement access or other real property. When a local agency project uses federal funds on any portion of the project, all realty rights must be acquired in accordance with the Uniform Act. If the realty rights were acquired more than five years prior to the first request for federal funds, the local agency shall submit a statement certifying that no new realty rights are needed, and the dates the existing realty rights were acquired. If the realty rights were acquired less than five years prior to the first request for federal funds, the acquisition must have occurred within the parameters of the Uniform Act for any portion of the project to received federal funds.

### D. Project Fee
Per established policy, MARC will collect a fee equivalent to 1.0% of any federal funds awarded to projects through this programming cycle. Sponsors of projects awarded funding will be invoiced for this fee in 2021.

E. Transportation Improvement Program

Following approval of the funding recommendations developed by the STP Committees, projects receiving funding are required to be incorporated into the regional Transportation Improvement Program (TIP). Project sponsors are also required to maintain the accuracy of the information contained in the TIP by providing updates to MARC as necessary.

VI. EVALUATION CRITERIA

In order to make the most progress toward regional and transportation visions, the broad policy goals identified in Connected KC 2050 will serve as a guide for regional transportation investments during this call for projects. Project proposals submitted for consideration will be evaluated based on how closely they align with the policy goals of the plan.

A. Preapplication and Initial Screening

The intent of this initial screening will be to strengthen quality and alignment with regional vision and goals for projects which compete for regional sub-allocated funds. Through this process, the role of the planning and policy committees will be elevated in the programming process. As an outcome of this process, guidance and project enhancement tips may also be generated in advance of the full application process. Additionally, projects and programs submitted for consideration will be categorized into three categories, as follows: “High Alignment”, or “Aligned with CKC2050” or “Not Aligned” with CKC2050. This determination will be based on following:

- How well a project or program conforms with applicable CKC2050 policies, including:
  - Policy Framework in Connected KC 2050
  - Congestion Management Process Policy
  - Major River Crossing Policy
  - Green & Complete Streets Policy
  - Green Infrastructure Framework
  - Climate Resiliency Strategy
- Whether the project or program is referenced in Connected KC 2050:
  - Is project/program included in financially constrained or illustrative project listing?
  - Is project/program a supporting program in CKC2050?
- Degree to which project/program advances various Connected KC 2050 strategies

Staff will conduct an initial screening and will survey/engage planning and policy committees for assessment concurrence.

B. Full Application and Technical Evaluation
The scores developed through this evaluation process will serve as one tool to evaluate project proposals and will be supplemented by MARC committee reviews, follow-up technical analysis, and public and stakeholder input.

As with previous funding rounds, the Phase II evaluation criteria consists of two sets of factors. The first, “All Projects” are factors by which all project proposals submitted for consideration will be scored. The second consists of factors applicable to the individual project proposal category (i.e., Bridge, Capacity, etc.). A matrix detailing the evaluation methodology is provided below.

<table>
<thead>
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<th>POLICY GOAL</th>
<th>CRITERIA</th>
<th>All Projects</th>
<th>Bridge Rehabilitation &amp; Replacement</th>
<th>Bicycle/Pedestrian</th>
<th>Public Transportation</th>
<th>Roadway Capacity</th>
<th>Roadway Operations</th>
<th>Transportation Safety Infrastructure</th>
<th>Livable Communities/Other</th>
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VII. RESOURCES

A. MARC Resources

Connected KC 2050
connectedkc.org

Programming Policy Statement

Project Fee

Reasonable Progress Policy
http://www.marc.org/Transportation/Funding/assets/ReasonableProgressPolicy_ADOPTED

Complete Streets
http://www.marc.org/transportation/completestreets.htm
MetroGreen®
http://www.marc.org/metrogreen/

Congestion Management Process
http://www.marc.org/transportation/congestionmanagementsystem.htm

Operation Green Light
http://www.marc.org/Transportation/Commuting/Operation-Green-Light/About-OGL.aspx

Regional ITS Architecture
http://www.marc2.org/Assets/ITS/index.htm

Transportation Improvement Program

Federal Resources

Federal Highway Administration
http://highways.dot.gov/

Federal Transit Administration
http://transit.dot.gov

United States Department of Transportation
http://transportation.gov/

STBG Fact Sheet
https://www.fhwa.dot.gov/fastact/factsheets/stbgfs.cfm

STP Guidance
https://www.fhwa.dot.gov/specialfunding/stp/160307.cfm

B. State Resources

Kansas Department of Transportation
http://www.ksdot.org/

KDOT LPA Process
http://www.ksdot.org/burLocalProj/LPA/lpaindex.asp

Missouri Department of Transportation
http://www.modot.mo.gov/

MoDOT LPA Manual

VIII. CONTACTS

Policy and Program Questions
Ron Achelpohl, P.E.

Director of Transportation and Environment
816-474-4240
Application Materials and Forms Questions
Marc Hansen, AICP
Principal Planner
816-701-8317
mhansen@marc.org