



**Southwest Washington Regional Transportation Planning Organization
Regular Meeting/Hybrid**

959 11th Avenue, Longview, WA 98632

Video Conferencing ~ Zoom

Invite Link

<https://us02web.zoom.us/j/86413148869?pwd=qeHK5t56niKBeoRnZM2WlMSyuEYgMo.1>

Wednesday, November 12, 2025 ~ 10:00 AM

- 1. Call to Order** **Evan Jones**
- 2. Public Comment** **Evan Jones**
- 3. Roll Call** **Evan Jones**
- 4. Action Items**
 - A. September 10, 2025, Minutes* **Evan Jones**
 - B. Resolution No. 25-19: Surface Transportation Block Grant Transportation Alternatives Guidance Document* **Robert Stevens**
- 5. Information Items**
 - A. Transportation Safety Presentation - [HSIP Implementation Plan](#) **John Milton**
 - B. WSDOT Updates **Laurie Lebowsky-Young, George Mazur**
 - C. Target Zero Update **Rachelle Nugent**
 - D. Mobility Management Update **Megan Wirtz**
 - E. Coordinated Public Transit - Human Services Transportation Plan Update **Gabe Reese**
 - F. Transportation Policy Forum Meetings Update **Robert Stevens**
- 6. SWRTPO Agency Updates** (Board member engagement - 2-3 Minutes on transportation projects, grant requests, relevant closures, or construction projects, questions for others) **Evan Jones**
- 7. Other Business** **Evan Jones**
- 8. Federal and State Update from Staff Representatives or State Elected Officials** **Evan Jones**
- 9. Adjourn** **Evan Jones**

* Attachment

Next regularly scheduled meeting: to be determined, February, 2026

The CWCOCG operates in accordance with all applicable federal and state laws, including Title VI of the Civil Rights Act of 1964, without regard to race, color, national origin, religion, sex, sexual orientation, marital status, age or disability. Those persons with limited English Proficiency may request language assistance through oral, visual, and/or written translation at no cost to the individual. For assistance or questions regarding the CWCOCG's Title VI or Limited English Proficiency policies or to file a complaint, please contact the Agency's Title VI Coordinator at (360) 577-3041.



COWLITZ-WAHKIAKUM COUNCIL OF GOVERNMENTS
Southwest Washington Regional Transportation Planning Organization (SWRTPO) Board
Special Meeting / Hybrid
River Street Building ~ 25 River Street / Suite D, Cathlamet, WA
Video Conferencing ~ Zoom
Wednesday, September 10, 2025 ~ 10:00AM

MINUTES

Attendance:

Voting Members

Cowlitz County

Steven Ferrell, Cowlitz County
Dave Vorse, City of Castle Rock
Tyler Stone, City of Castle Rock
Wendy Conradi-Christianson, City of Kalama
Andrew Hamilton, City of Kelso
Bob Wiles, Port of Woodland

Grays Harbor County

Rick Hole, Grays Harbor County
Rick Eaton, City of Elma
Brian Shay, City of Hoquiam
Troy Meyers, City of Westport

Lewis County

Tony Ketchum Sr., City of Chehalis

Non-Voting Members

Bill Bauman, WSDOT
Ryan Clemens, WSDOT
Amanda Lomasney, Cowlitz Tribe Transportation
Gerina Hatch, Community in Motion
Abby Wheeler, Grays Harbor Transit Authority
Jim Seeks, RiverCities Transit
Camille Goldsmith, Wahkiakum on the Move

Guests

Haley Falley, Target Zero Manager Region 2

Pacific County

Jerry Doyle, Pacific County
Sue Svendsen, City of Long Beach
Julie Struck, City of South Bend

Wahkiakum County

Lee Tischer, Wahkiakum County
David Olson, Town of Cathlamet
Todd Souvenier, Port of Wahkiakum District #1

Tribes

Dean Reynolds, Cowlitz Tribe

WSDOT

Laurie Lebowsky-Young, SW Region

Staff

Bill Fashing, CWCOG
Robert Stevens, CWCOG
Gabriel Reese, CWCOG
Rachelle Nugent, CWCOG
Megan Wirtz, CWCOG
Mark Northrop, GHCOG

Legislature

Tanisha Harris, Senator Cantwell's Office

1. Call to Order

Bill Fashing called the meeting to order at 10:03 a.m.

2. Public Comment

None.

3. Roll Call

A quorum was present.

4. Action Items

A. January 15, 2024, Minutes

The January 15, 2025, minutes were reviewed for approval by the SWRTPO Board.

Motion: Laurie Lebowsky-Young moved to approve the January 15, 2025, Minutes as revised. Motion was seconded and approved.

B. 2026-2029 Metro/Regional Transportation Improvement Program for SWRTPO

Gabriel Reese provided a brief overview of the 2026-2029 Metropolitan and Regional Transportation Improvement Program and updates to the new plan.

Motion: David Olson moved to adopt Resolution 25-15, approving the 2026-2029 Metro/Regional Transportation Improvement Program for SWRTPO as presented. Motion was seconded and approved.

5. Information Items

A. WSDOT Updates

Laurie Lebowsky-Young presented an update on the SR 105 Corridor Plan.

B. 2025-2027 Consolidated Grant Funded Projects

Robert Stevens provided an update on the projects awarded Consolidated Grant funding by WSDOT. All the projects were funded except for two operation grants that were for new operations.

C. Target Zero Update

Rachelle Nugent shared updates from Target Zero Region 3 (Cowlitz, Wahkiakum, and Lewis Counties). Haley Falley shared updates from Target Zero Region 2 (Pacific, Grays Harbor and Mason Counties). All were encouraged to keep road safety in focus on projects and community outreach.

D. Mobility Management Update

Megan Wirtz shared an update on the Mobility Management Program, including the mobility Management Newsletter available resources, and those that were inducted into the 2025 Public Transportation Wall of Fame.

E. Coordinated Public Transit – Human Services Transportation Plan Update

Gabriel Reese provided an overview of the 2026 Coordinated Public Transit – Human Services Transportation Plan update. Public Outreach will be conducted from Fall 2025 to Spring 2026.

F. Transportation Alternatives Update

Robert Stevens provided an update on the projects that obligated Transportation Alternatives funding in 2025. The CWCOC is anticipating a Call for Projects to award funding in late 2025 or early 2026.

G. Comprehensive Plan Review Process Update

Gabriel Reese shared a reminder of the SWRTPO's responsibility to review and certify the Transportation Element of an agency's Comprehensive Plan Update.

H. Transportation Policy Forum Meetings Update

Robert Stevens reviewed the Spring 2025 Transportation Policy Forum meetings and shared the upcoming dates for the Fall 2025 meetings.

I. Letters of Support

Bill Fashing reminded the Board that letters of support are routinely sent to agencies in support of transportation projects within the SWRTPO region that fit within existing plans or policies approved by the RTPO Board.

6. SWRTPO Agency Updates

Bill Fashing opened discussion around updates from agencies on new projects and developments. Jerry Doyle stated that Pacific County Transit is currently undergoing route changes.

Troy Meyers shared that the City of Westport is building its vertical tsunami evacuation structure and is expected to be completed in 2027. Additionally, construction around the golf course is creating shared use paths that connect across the city. Abby Wheeler shared that Grays Harbor Transit recently underwent an update to its paratransit and is now running through an app on the VIA platform.

Dave Vorse shared that he will be retiring at the end of the year and introduced Tyler Stone who will be stepping into his role. Jim Seeks shared that the new Vancouver route is exceeding expectations in ridership and the new Rainier route is continuing to raise awareness and build up ridership.

7. Other Business

Tanisha Harris , Regional Representative for Senator Maria Cantwell shared that the Senator as part of the finance committee is working hard within the budgetary process to bring it to a positive conclusion before October. Additionally, working with the USDOT on funding to Washington State.

7. Adjourn

The meeting was adjourned at 11:10 a.m.

William A. Fashing, Executive Director



PO Box 128 ~ Kelso, WA 98626-4195
(360) 577-3041 ~ www.cwcog.org

DATE: November 5, 2025
TO: Southwest Washington Regional Transportation Planning Organization Board
FROM: Robert Stevens, AICP; Senior Transportation Planner
SUBJECT: Resolution No. 25-19: Transportation Alternatives 2026 Call for Projects Guidance

Request

Staff are requesting adoption of Resolution 25-19 approving the Transportation Alternatives 2026 Call for Projects Guidance for the Southwest Washington Regional Transportation Planning Organization (SWRTPO).

Background

The Transportation Alternatives (TA) program is a federal-aid transportation program, which provides funding for bicycle and pedestrian-related improvements such as sidewalks, walkways, and bike paths. This is a federal cost reimbursement program requiring a local match of 13.5 percent; however, a project sponsor does have the option to request toll credits be applied to project phase(s) in lieu of matching funds. Toll credits are currently authorized by federal law through September 30, 2026. If toll credits are requested but are no longer available at time of phase authorization (obligation) the project sponsor will be required to provide the 13.5 percent non-federal share.

A formula is used to apportion the TA funds to each State based on its population as a ratio of the nation's total population. The Washington State Department of Transportation (WSDOT) then provides allocations of TA funds to the Cowlitz-Wahkiakum Council of Governments (CWCOG), relative to the census information, to advance local priorities within Cowlitz, Grays Harbor, Lewis, Pacific, and Wahkiakum Counties. A call for projects is used to distribute these funds to priority projects based on criteria designed to evaluate projects against the safety and connectivity priorities of the Regional Transportation Plan's third goal. These safety and connectivity evaluation criteria have been used in TA Calls for Projects since 2017. There are a few new evaluation criteria added for the 2026 TA Call for Projects focused on project readiness. The project readiness criteria are meant to ensure that project sponsors have carefully considered all the costs and requirements to complete the proposed project with federal funding. Selecting projects is not only about the ones that best meet the goals for the Regional Transportation Plan, but also making sure they are the ones that hopefully are the least likely to run into issues later. Project readiness is important because the SWRTPO has a regional obligation target (set by WSDOT). This means a certain amount of TA funds must be obligated each year. When a project runs into issues this could cause the SWRTPO to not be able to meet the annual obligation target. The CWCOG staff reviewed a draft version of the guidance document with local agencies throughout the five counties through the Cowlitz Area Technical Advisory Committee or SWRTPO Transportation Policy Forums. Feedback received focused on the project readiness criteria. The project readiness criteria in the attached guidance document were developed to address feedback received.

This call for projects is needed for three reasons: 1) Select projects for the anticipated allocation for Federal Fiscal Years 2029 – 2031; 2) Redistribute \$228,400 from previous awards returned in 2024 or 2025; and 3) Distribute carry forward balances not previously awarded. The estimate of funds available to be programmed is **\$2,236,778**.

Policy Implications

The SWRTPO Board is tasked with administering TA funding for the five-county planning area of Cowlitz, Grays Harbor, Lewis, Pacific, and Wahkiakum Counties.

Budget Implications

None.

Staffing Implications

None.

If you should have any questions, please contact Robert Stevens at 360-577-3041 or via email rstevens@cwco.org.

Attachments (2)

Cowlitz-Wahkiakum Council of Governments (CWCOG)
Southwest Washington Regional Transportation Planning Organization

A Resolution Adopting the Surface Transportation	)	
Block Grant Set-Aside (Transportation Alternatives)	)	RESOLUTION NO. 25-19
2026 Call for Projects Guidance	)	

WHEREAS, the Southwest Washington Regional Transportation Planning Organization (SWRTPO) was formed to provide regional transportation planning for Cowlitz, Grays Harbor, Lewis, Pacific, and Wahkiakum Counties; and

WHEREAS, the Surface Transportation Block Grant Set-Aside (Transportation Alternatives) is a Federal Highway Administration (FHWA) program in the latest federal surface transportation authorization, the Infrastructure Investment and Jobs Act (IIJA) signed by the President on November 15, 2021; and

WHEREAS, the SWRTPO has been allocated Transportation Alternatives program funding by the Washington State Department of Transportation (WSDOT); and

WHEREAS, the local TA Guidance document will facilitate administration of such funds to advance bicycle and pedestrian-related priorities within Cowlitz, Grays Harbor, Lewis, Pacific, and Wahkiakum Counties; and

WHEREAS, the TA funds will be allocated based on a competitive and prioritized call for projects; and

WHEREAS, a TA call for projects is needed for three reasons: 1) Select projects for the anticipated allocation for Federal Fiscal Years 2029 – 2031; 2) Redistribute \$228,400 from previous awards returned in 2024 or 2025; and 3) Distribute carry forward balances not previously awarded.

NOW, THEREFORE, BE IT RESOLVED that by affirmative action on this resolution the Southwest Washington Regional Transportation Planning Organization adopts the Transportation Alternatives 2026 Call for Projects Guidance and directs CWCOG staff to implement the call for projects.

PASSED AND APPROVED this 12th day of November, 2025.

William A. Fashing, Executive Director

Evan Jones, Chair



**Southwest Washington Regional Transportation Planning Organization
Surface Transportation Block Grant Program Set-Aside
(Transportation Alternatives)**

2026 Call for Projects

The Surface Transportation Block Grant Program Set-Aside (Transportation Alternatives [TA]) provides federal funds for community-based projects that expand travel choices and enhance the transportation experience by integrating modes and improving the cultural, historical, and environmental aspects of our transportation infrastructure.

The TA program is a federal cost reimbursement program. Only after a Local Agency Agreement has been approved by WSDOT can project costs become eligible for reimbursement. This means project sponsors must incur the cost of the project prior to being repaid. Any work conducted prior to a signed Local Agency Agreement is not eligible for reimbursement.

Funding Levels

TA funding is sub-allocated to the Cowlitz-Wahkiakum Council of Governments (CWCOG), as lead agency for the Southwest Washington Regional Transportation Planning Organization (SWRTPO), to distribute within the five-county area (Cowlitz, Grays Harbor, Lewis, Pacific, Wahkiakum). The TA funding allocation is based on population with varying amounts allocated to urban and rural areas. In addition, a portion of the funds are flexible and may be programmed for either urban or rural projects.

SWRTPO's Federal Fiscal Year (FFY) 2025 sub-allocation was \$616,914. About 15% of the sub-allocation must be spent in an urban area with a population of over 50,000; 20% in an urban area with a population of at least 5,000, but less than 50,000; 30% in rural areas with a population of less than 5,000; and the remaining 36% percent may be spent anywhere in the region. The purposes of this call for project are as follows: 1) Select projects for the anticipated sub-allocations in FFYs 2029 - 2031; 2) Redistribute \$228,400 from previous awards returned in 2024 or 2025; and 3) Distribute carry forward balances not previously awarded.

An estimate of total TA funding available to be programmed through this call for projects is **\$2,236,778** (see table on the next page). This estimate is based on the FFY 2025 allocation remaining constant in the future.

	Urban (Medium) Areas > 50,000	Urban (Small) Areas < 50,000 & > 5,000	Rural Areas	Any Area	SWRTPO Total Available
Carry Forward	\$32,698	\$0	\$254,270	\$90,068	\$377,036
FFY 2029	\$90,365	\$121,791	\$184,727	\$220,031	\$616,914
FFY 2030	\$90,365	\$121,791	\$184,727	\$220,031	\$616,914
FFY 2031	\$90,365	\$121,791	\$184,727	\$220,031	\$616,914
Estimated TA Funding Available	\$303,793	\$365,373	\$817,451	\$750,161	\$2,236,778

The maximum amount of TA funding estimated to be available by area (urban medium, urban small, rural) for this call for projects are listed in the table below.

Maximum Available by Area		
Urban Medium	Urban Small	Rural
\$1,053,954	\$1,115,534	\$1,567,612

Please be aware that all funds programmed as a result of this call for projects are subject to modification, pending Washington State Department of Transportation (WSDOT) confirmation of funding availability.

Screening Criteria

To be eligible for TA funding award consideration, a project must meet the screening criteria outlined in this section. Projects that do not meet these criteria will not be ranked; thus, may not be considered for funding.

- Applications must be submitted online, and the following attachments must be uploaded: 1) **TA Application Form**; and 2) **Vicinity Map**. Other supplemental documents (documented cost estimate, photos, maps, conceptual designs) may be uploaded but are not required. Note providing a documented cost estimate will make a project eligible for additional points under the project readiness category. To apply, please visit the CWCOC website (www.cwcog.org) and click on the link to the online submission form in the Grant Applications box, alternatively use this direct link ([ADD LINK]). As described in the last two screening criteria, additional documents (WSDOT Concurrence, CA agency sponsor letter) may also need to be uploaded with the application.
- Project must be consistent with the goals and policies of the Metropolitan/Regional Transportation Plan (M/RTP). Please visit the CWCOC website and click on Document Library under the Resources menu to review Moving Forward 2050, the Metropolitan & Regional Transportation Plan, or alternatively use this direct link ([ADD LINK]).
- Project proposal includes a minimum local match of 13.5 percent unless an applicant requested toll credits in lieu of matching funds for one or more phases. Agencies that receive TA funding are responsible for providing non-federal matching funds. A couple of notes about toll credits.

- Toll credits may not be used for a project that already has other non-federal funding such as TIB or CRAB.
- If toll credits become unavailable in the future due to federal transportation reauthorization or change in WSDOT policy, project sponsors will be responsible to provide matching funds.
- To request toll credits applicants must indicate it on the TA Application Form.
- Project is open to public access.
- Project proposal is for an eligible activity (see list of eligible activities below).
- Applicant is an eligible agency (see list of eligible applicants on the next page).
- Project must be locally administrated. By submitting a project for TA funding, the agency is committed to managing the project from start to finish. Applicants (if awarded) shall be responsible for all federal, state and CWCOC reporting requirements associated with TA funding.
- All projects shall be administered by a Certification Acceptance (CA) agency. Non-CA agencies may apply for TA funds but must have a CA agency sponsor for the project. For non-CA agencies, a letter must be provided at the time of application to confirm the CA agency has agreed to sponsor the project.
- All projects on, or crossing, a WSDOT facility must provide a concurrence letter indicating that WSDOT is in support of the project.

Please note that TA funds cannot be used to supplement the construction of an existing project. For example, TA funds cannot be used to pay for the sidewalk portion on an existing road project.

Eligible Activities

Eligible activities to be considered for TA funding in the SWRTPO are as follows:

- Pedestrian and Bicycle Facilities – Sidewalks, walkways, or curb ramps; bike lane striping, wide paved shoulders, bike parking, and bus racks; off-road trails; bike and pedestrian bridges and underpasses; ADA compliance; construction of on-road and off-road trail facilities for pedestrians, bicycles, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act (ADA) of 1990.
- Safe Routes for Non-Drivers – Access and accommodation for children, older adults, and individuals with disabilities to access daily needs.
- Conversion of Abandoned Railway Corridors to Trails – Acquisition of railroad rights-of-way; construction of multi-use trails and rail-with-trail projects; conversion and use of abandoned railroad corridors for trails for pedestrian, bicyclists, or other non-authorized transportation users.
- Maintenance or construction of recreational trail or trailhead facilities.

Eligible Applicants

- Local governments
- Metropolitan Planning Organizations
- Regional transportation authorities
- Transit agencies

- Natural resources or public land agencies
- School districts, local education agencies, or schools
- Tribal governments
- Non-profits

Project Review, Prioritization, and Award Process:

The CWCOG, as lead agency for the SWRTPO, has the responsibility to administer TA funds in a way that supports the M/RTP, established funding priorities, and statewide Moving Ahead for Progress in the 21st Century (MAP-21) performance measure targets. The intent of the project review, prioritization, and award process is to provide the opportunity to fund projects that best implement the M/RTP's third goal "to develop an integrated non-motorized transportation system."

Review. Each project submitted will be evaluated by CWCOG staff for compliance with the minimum screening criteria. All projects meeting the screening criteria will be forwarded to the TA ranking committee for review based on the evaluation criteria as outlined on pages 7 and 8. The evaluation criteria are designed to focus on those projects that promote the safety and connectivity priorities of the M/RTP's third goal.

The TA ranking committee will consist of five members (one from each county in the SWRTPO) appointed by the SWRTPO Board. Applicants will have an opportunity to provide a short presentation to the ranking committee and answer questions about their project.

To fully support answers on the application form and assist ranking committee members, it is strongly recommended that some supplemental documents be provided with the application (documented cost estimate, photos, maps, conceptual designs).

Prioritization. Ranking committee members will rank projects based on how well the evaluation criteria are met and turn in their rankings after the virtual meeting. CWCOG staff will calculate an average score based on the individual scores from each ranking committee member.

Awards. The TA ranking committee will make funding recommendations based upon the estimated amount of TA funds available, a project's ranking/prioritization, project readiness, and the other funding requests received. All ranked/prioritized projects will be forwarded to the SWRTPO Board for consideration. The SWRTPO Board has the sole responsibility for making the final funding decisions.

Recipients of TA funds will receive written notification of funding approval within 30 days of the award. All projects funded with TA dollars must be programmed in the Metropolitan and Regional Transportation Improvement Program (M/RTIP) and the Statewide Transportation Improvement Program (STIP) showing full phase/project funding before federal funding authorization may be received. Applicants are responsible for submitting projects for M/RTIP inclusion to CWCOG staff. For selected projects, work may not begin, or TA funds expended, until a Local Agency Agreement has been executed with WSDOT's Local Programs Division.

Project Scope Changes

Any project scope changes need to be approved by CWCOG staff or the SWRTPO Board. Minor scope changes (i.e. not changing project limits, not requesting additional TA funding) are reviewed by CWCOG staff. Major scope changes (i.e. changing project limits, requesting additional TA funds) must be reviewed

by the SWRTPO Board. Note any request for additional TA funding requires a new project application to be completed. Project sponsors are responsible for contacting CWCOG staff to discuss project scope changes as soon as possible after knowing a change is needed.

Contingency List

A list of contingency projects may be developed in addition to the selected project list. A project from the contingency list may be chosen to move forward if one of the selected projects fails to obligate or returns the funds. Projects may also be chosen from the contingency list and submitted to WSDOT for consideration in receiving redistributed federal funding through the FHWA August Redistribution process. Please note the following about redistributed funds.

- SWRTPO's annual obligation target must be met by June 30th before requests for redistributed funding may be submitted.
- Redistributed federal funding may not be available every year.
- WSDOT Local Programs prioritizes projects needing more funds for construction when considering requests for redistributed federal funds.
- To be eligible to submit a request for redistributed federal funding, a project must be: 1) On the STIP; 2) Have NEPA approval; 3) Have right-of-way certification (as required); and 4) Ready to submit an authorization packet within 1 – 2 days after receiving notice of being provided the redistributed funds because projects must be obligated by September 15th prior to the end of the federal fiscal year.

The SWRTPO is not required to provide funding for any project listed on the contingency list. A contingency list would only be in place until the next regular call for projects.

Project Programming and Obligation

Programming. Projects awarded TA funding through this call for projects will have phases programmed in 2027 – 2031. Project readiness will be considered in the award process. The award letter will clearly specify the year(s) the project is programmed. It is important TA funding is programmed in the M/RTIP and STIP as specified in the award letter for fiscal constraint reasons.

Obligation. The timely obligation of awarded funds is critical for the CWCOG, as lead agency of the SWRTPO, to be able to meet the annual regional obligation authority target. To ensure the annual target is met and to account for possible delays, the goal is for TA funding to be obligated by June 30th of the year specified in an award letter, but no later than September 15th of the same year. Early obligation is strongly encouraged as it assists the region in meeting the annual obligation target and avoiding sanctions (loss of future allocations). Requests for obligation extensions must be submitted by March of the planned obligation year. If no extension is requested and a project fails to obligate in the year specified in an award letter, TA funding will be reduced for that project if the failure causes SWRTPO's TA allocation to be reduced.

Timeline

Date(s)	Description
November 12, 2025	SWRTPO Board Reviews Guidance/Directs CWCOG Staff to Proceed with Call for Projects
November/December 2025	CWCOG Staff Accepts Nominations for the Ranking Committee
November 19, 2025	Call for Projects Opens
February 26, 2026	Call for Projects Closes
February 2026 (Date to be Determined)	SWRTPO Board Appoints Ranking Committee Members
March 2 - 5, 2026	CWCOG Staff Completes Initial Review of Applications and Forwards to Ranking Committee
March 30, 2026	Ranking Committee Zoom Meeting (Applicant Presentations; Project Ranking)
April/May 2026 (Date to be Determined)	SWRTPO Board Reviews Rankings, Recommendations; Selects Projects
By May 31, 2026	Award Letters Mailed
By June 30, 2026	Signed Award Letters Returned to CWCOG
Starting in June 2026	Awarded TA Projects are Added into the Metropolitan/Regional Transportation Improvement Program (M/RTIP) and Statewide Transportation Improvement Program (STIP)
January 2027 & Annually Thereafter Until Project Closed	TA Annual Report to be Completed and Submitted to the CWCOG

Evaluation Criteria	Weight	Score	Weighted Score
Safety (Maximum Points – 50)			
A. Project addresses an existing safety concern. At least one of the following safety concerns must be identified as being addressed by the project. - Lack of separated bicycle and pedestrian facilities for user groups - Lack of safe bicycle and/or pedestrian crossing - High volumes/speeds on (or near) transportation corridor - Other identified safety concern(s) clearly identified and explained in application	5	Significantly = 5 Moderately = 3 Slightly = 1 Not at All = 0	/25
B. Project includes improvements to separate bicycle and pedestrians from vehicular traffic.	5	Significantly = 5 Moderately = 3 Slightly = 1 Not at All = 0	/25
Connectivity (Maximum Points – 40)			
A. Project improves active transportation connections to park and ride lots, local bus routes, or traffic generators (retail, services, schools, parks, or recreational centers).	4	Significantly = 5 Moderately = 3 Slightly = 1 Not at All = 0	/20
B. Project connects gaps between existing bicycle and pedestrian facilities.	4	Significantly = 5 Moderately = 3 Slightly = 1 Not at All = 0	/20
Compliance (Maximum Points – 10)			
A. Project meets the Regional Transportation Plan's third goal: "to develop an integrated non-motorized transportation system".	1	Significantly = 5 Moderately = 3 Slightly = 1 Not at All = 0	/10
Project Readiness (Maximum Points – 13)			
A. Project application included a documented cost estimate from a licensed professional engineer.	1	Yes = 2 No = 0	/2
B. Number of existing projects funded by an FHWA or FTA program the project sponsor currently has in progress.	1	No Existing Projects = 2 One or More Existing Projects = 2, 1 or 0 (See Note 1)	/2
C. Project application has provided a schedule with at least 12 – 18 months between preliminary engineering and construction obligation (see 'D' and 'E' for additional time that may need to be added to the project schedule).	1	Yes = 1 No = 0	/1
D. Project would require coordination with a railroad.	1	Yes = 1 (if the project schedule has provided an additional 12-18 months to allow time to coordinate with the railroad) No = 1	/1

E. Project will require acquisition of one or more properties, permanent easements, or temporary easements.	1	Yes = 1 (if the project schedule has provided an additional 24-30 months to allow time to complete all requirements for right-of-way certification) No = 1	/1
F. Project application has provided a detailed description of all requirements to obligate FHWA TA funds for the proposed project (if selected) and successfully manage a federal-aid transportation project from beginning to end.	2	Excellent Response = 3 Good Response = 2 Average Response = 1 Not Satisfactory Response = 0 (See Note 2)	/6
Total Points			113
Bonus Points - Project completes a portion of a planned or potential facility identified in the SWRTPO Regional Trails Plan (see Trails Inventory web map [ADD LINK]).			2 Points

Note 1: To receive points (2 or 1) an application must include a thorough description explaining how the local agency has the resources to manage multiple FHWA-funded projects. To receive the most points the application needs to include: 1) Number of FHWA-funded projects the current agency staff has completed; 2) FTE available (in-house and consultant) to support the proposed project (if selected); 3) Years of experience of the current agency staff managing FHWA-funded projects; 4) Number of projects the agency has had in the last five years on the FHWA Inactive Project list; and 5) Has the agency ever had a federal funding award rescinded for lack of progress moving the project towards obligation.

Note 2: An Excellent response will reference all requirements to obligate federal funds for design and construction plus managing the project after obligation per WSDOT's Local Agency Guidelines (LAG) Manual, as well as, demonstrates a solid understanding of what will need to be done for the proposed project to comply with the requirements. A Good response will reference all the requirements to obligate federal funds for design and construction per WSDOT's Local Agency Guidelines (LAG) Manual but not provide information on managing the project after obligation or any details to demonstrate an understanding of what will need to be done to comply with the requirements. An Average response references a few of the requirements to obligate federal funds or manage federal-aid projects. Not satisfactory responses do not reference any of the requirements to obligate federal funds or manage federal-aid projects.