

# OahuMPO Transportation Alternatives Program Application



## Instructions

Complete application in the space provided. Submit completed application and attachments electronically to [oahumpo@oahumpo.org](mailto:oahumpo@oahumpo.org) and mail three hard copies of application and attachments to:

Oahu Metropolitan Planning Organization  
707 Richards Street, Suite 200  
Honolulu, Hawaii 96813

## General Information

Project Title: \_\_\_\_\_

Project Location, street, zip code, and facility name: \_\_\_\_\_

\_\_\_\_\_

Project Length (miles) and location/termini: \_\_\_\_\_

Applicant: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Project Sponsor Agency (if different): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

## Project Screening Criteria

*Check all that apply*

- Project is consistent with the regional goals and objectives of the ORTP
- Project is consistent with the City and County of Honolulu's Complete Streets Policy
- Project is one of the three eligible activities for OahuMPO's TA program
- Project is directly related to the surface transportation system
- Project is within the planning area of the MPO and is open to public access

## Budget Summary

*Budget example*

Project Phase	Overall Budget Totals			
	Total Project Cost	Federal Funds		Local Match
		TAP	Other	
Planning	\$1,000	\$800	\$0	\$200
Engineering	\$2,000	\$1,400	\$200	\$400
Design	\$3,000	\$2,400	\$0	\$600
Construction	\$5,000	\$4,000		\$1,000
<b>Total</b>	<b>\$11,000</b>	<b>\$8,600</b>	<b>\$200</b>	<b>\$2,200</b>
<b>Overall Match Ratio</b>				<b>20%</b>

Please provide project budget using the example format.

## Project Type

*Check all that apply*

- On-road and off-road bicycle or pedestrian facilities
- Safe routes for non-drivers
- Conversion and use of abandoned railroad corridors for bicycles or pedestrians

## Project Information

1. Project Description

2. Describe how the project will improve the public travel experience, travel options, and benefit the community.

3. Describe how the project provides a connection between modes, improves the transportation choices, or connects to land use services (such as job locations, a civic center, library, market, medical office, school, etc.). Include modes and list of specific land uses connected within ½ mile of the project.

4. Describe how the project relates to an adopted plan such as the Statewide Pedestrian Master Plan, Oahu Bike Plan, the Hawaii State Bike Plan, the Hawaii Strategic Highway Safety Plan, or a future rail transit access connectivity plan.

5. Describe to what extent the project will improve mobility for disadvantaged populations, including elderly, disabled, minority, and low-income populations.

6. Identify the safety issues addressed by the project (collision data, lack of adequate safe crossing or access, lack of separated facility, high speed, high volume, etc.)

7. Describe how the project addresses the issues identified.

8. Describe how the project meets the criteria identified in the OahuMPO TAP Guide.

9. Readiness and likelihood of success:

*Check all that apply*

- Design at 70% or higher
- Right-of-way acquisition complete or not needed
- Environmental permits approved
- Widespread community support demonstrated

10. Describe how the local community and other agencies have been involved in the planning process for the project. List any opposition to the project and how it was addressed.

11. Describe how the project improves public health and increases physical activity.

12. Describe how the project includes design elements that are context-sensitive and contribute to the quality of life.

## Other Information

You may use this space to provide additional project information considered pertinent.

## Required Submittals

Required documents (.pdf files and three hard copies) must be submitted to the OahuMPO:

	OahuMPO Transportation Alternatives Program Application
	Project map
	Certification from the licensed design professional
	Permits, clearances, proof of NEPA and SEPA compliance, if available
	Utility and access easements
	ROW information, as applicable
	Project cost estimates and project schedule
	Letter of commitment from sponsor agency
	Documentation of commitment of up-front cash by the project sponsor
	Sponsor statement showing experience with Federal-aid grant oversight
	Memorandum of Agreement
	Project Management Plan



**Appendix C**  
**Sponsorship Agreement**

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# OahuMPO TAP Sponsorship Agreement

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(Must be submitted with each application filed by any organization that is not an eligible recipient as defined on page 7 of the OahuMPO Transportation Alternatives Program Guide: Local Governments, Regional Transportation Authorities, or Transit Agencies)

Eligible Applicant or Sponsor Agency affirms its responsibility for the development and implementation of the project, including paying in full for qualified project expenses prior to applying for reimbursement of the Federal-aid eligible share. The Eligible Applicant or Sponsor Agency affirms that it will appoint a knowledgeable and qualified project manager who will see the project through to completion. The Eligible Applicant or Sponsor Agency affirms that it is willing and able to provide project oversight and maintenance of the proposed improvement at its sole cost and expense. Eligible Applicant or Sponsor Agency shall provide a statement of certification showing experience with Federal-aid grant oversight.

**Project:** \_\_\_\_\_

**Eligible Applicant or Sponsor:** \_\_\_\_\_

### **Signature of Eligible Applicant**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

### **Signature of Not-for-Profit Organization Partnered with Eligible Applicant**

Organization: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

**Applications from not-for-profit organizations must include this completed agreement with both required signatures at the time of application submittal.**