

# KYOVA Interstate Planning Commission

## Surface Transportation Program (STP) Application

### INSTRUCTIONS

**PLEASE SUBMIT APPLICATION BY SEPTEMBER 4, 2015**

When completing the application, applicants shall follow these guidelines:

- ✓ Complete the application in its entirety.
- ✓ Submit application postmarked on or before the deadline as advertised by the KYOVA Interstate Planning Commission.
- ✓ Project description should give a clear, concise and detailed representation of the project specifics including project termini (i.e. beginning and ending points) referencing on which side of the street/roadwork will occur.

Applications should be mailed to: Michele Craig, Executive Director  
 KYOVA Interstate Planning Commission  
 400 Third Avenue  
 Huntington, WV 25701

Application Cycle Deadlines:

Cycle 1: November 1, 2014 to December 31, 2014 -- Intent to Apply – December 1, 2014 / Application – December 31, 2014  
 Cycle 2: July 1, 2015 to September 4, 2015 -- Intent to Apply July 1, 2015 to July 31, 2015 / Application Deadline – September 4, 2015 (close of business)

### Required Attachments to the Application

#### Attachment A – Location Map(s) or Proposed Site(s)

- An 8 ½" x 11" location map identifying the site in proximity to federal, state or local highways must be attached.
- Aerial maps are preferred.
- If the project involves acquiring real-property interest, include:
  - ✓ Current ownership of the property
  - ✓ Plat or property sketch
  - ✓ Type of title being acquired
  - ✓ Identification of any improvements
  - ✓ Size of tract or size of area acquired
  - ✓ Parent tract if it is a partial acquisition

#### Attachment B – Detailed Engineer's Estimate

An engineer's estimate should be included with this application. The estimate will be used to assess the project construction cost.

#### Attachment C – Letter of Match Commitment

A 20% match is required for STP projects. Please attach a letter from the applicant signature authority (Judge/Executive, Mayor, etc.) committing the match for this project. Please keep in mind there is extensive documentation required when using in-kind match and the project sponsor will be required to provide this as part of the reimbursement process. If cash will be used for match, the letter should indicate that the Local Public Agency (LPA) has funds available to use as match as soon as the project is approved to commence.

**NOTE: Do not use "see attached" as an answer to any questions in the application. If you require more space to explain your answers, please continue on an attached separate 8 ½ x 11-inch sheet of paper with the item number and question in the heading.**

## APPLICATION PROCESS

### Section 1: General Information

Section 1 applies to all applicants. This section requests the applicant's basic information, project description and budget.

#### Section 1.1: Agency Name and Project Description

Section 1.1 request the applicant's organization, contact information, project name and location, project description and status of project.

#### Section 1.2: Project Readiness and Budget

Section 1.2 requests information about the status of the project and the funding (Project Schedule/Timeline, Project Cost, Previous Work Completed, etc.). A Detailed Budget will be required to be submitted with the application.

#### Section 1.3: Economic Vitality (20%)

Section 1.3 assesses the Economic Vitality and possible employment opportunities. Please be as detailed as possible for the questions in this section as it is worth 20 percent of the project assessed value. Include any guaranteed employment/jobs and how the estimate was derived; the overall impact on employment; and how the project will be maintained in the future.

### Section 2: Highway Projects (80%)

Section 2 is to be completed ***ONLY*** by applicants applying for highway projects. Priority will be given to projects that:

- Improve highway safety through off-road accident prevention design.
- Improve highway safety through increasing shoulder width.
- Include improvements to bridges. Points are awarded to projects that include bridge rails, sidewalks, potholes, skid resistance, crash cushions, signage, pavement markings, and bridge approach delineation.
- Eliminate an at-grade railroad crossing(s) or include safety improvements.
- Correct poor design features. This includes straightening excessive curves, improving signs and pavement markings and installing median barriers.
- The Air Quality factor relates to continued efforts to improve the regional air quality and encourage investment in more environmentally friendly forms of fuel use and/or incorporate traffic congestion reduction measures.
- Provides preservation of wetlands.
- Incorporate noise abatement measures, such as sound barriers.
- Include historic preservation. This may include such things as restoring historic buildings or using facades from historic buildings that have been torn down.
- Have a positive effect on water quality. This includes special handling of run-off to prevent pollutants from reaching nearby water bodies.
- Include aesthetic features. This includes such improvements as landscaping, visual easements or scenic overlooks.
- Incorporate environmentally friendly modes of transportation such as walking, bicycles and transit.
- Correct highway design and/or construction deficiencies. Improvements to horizontal or vertical curvatures, sight lines, substandard or aged construction or other similar types of improvements are preferred.
- Projects resulting in a highway section that will accommodate the assigned travel speed.
- Bring highway sections up to its design standards.

- Preserve or improve highway integrity – traffic flow along a highway should not be impeded as a result of the project.
- Exceed design standards for the particular roadway section but do not result in excessive increased costs.
- Include improvements for other types of transportation. This may include bicycle trails, transit improvements, pedestrian improvements or accommodations for other non-auto modes.
- Include lower emissions from vehicles or facilities.
- Improve integration of freight and other transportation modes.
- Improve circulation for large trucks and/or freight delivery.

Please note:

- Highway improvements included in the proposed project should be appropriate for the road's functional classification. Applicants should take care not to over-design improvements that result in excessive or higher than necessary costs.
- Public acceptance of the project is desired. Those living along or near the proposed project should be consulted. Results of any public input should be included in this application.

### Section 3: Transit Projects (80%)

Section 3 is to be completed **ONLY** by applicants applying for transit projects. The following items are guidelines that KYOVA will be using to evaluate all transit related projects.

- Preference will be given to projects that improve roadway design for transit vehicles as well as general vehicle circulation. This may include such improvements as bus lanes, bus stop turn outs, improved shoulders to accommodate bus stops and other improvements that preserve or improve traffic flow and transit vehicle operations.
- Projects that create safe and secure waiting and boarding areas for passengers. This may include off-street transit centers, enhanced bus stops, passenger boarding centers or other similar facilities.
- Projects that result in lower auto traffic volumes that result in lower emissions such as projects that are projected to increase transit ridership.
- Transit vehicle projects that utilize low emission alternative fuels and/or incorporate technologies to improve fuel mileage. This includes facility projects that meet LEEDS standards.
- Projects that protect or preserve wetlands.
- Projects that include sound barriers or other noise abatement measures.
- Projects that incorporate historic preservation. This may include restoration of historic buildings or reuse of facades from older buildings that are removed.
- Visual enhancements on roadways such as landscaping, visual easements or scenic overlooks are encouraged.
- Projects with longer useful lives. FTA standards should be used for transit vehicles.
- Positive impacts are desired for transit passengers and for the transit system operations. This may include various types of passenger amenities or improved bus turning movements.
- Transit vehicle purchase or the construction/rehabilitation of needed transit facilities.
- Projects that are ready for implementation.
- Replacement vehicles or facilities.
- High utilization of vehicles or equipment that is being replaced is desired.
- Projects that incorporate other transportation modes. Other transportation modes include: bicycling, pedestrian, auto, freight and other non-transit modes.

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**SECTION 1: GENERAL INFORMATION****SECTION 1.1: APPLICANT INFORMATION**

<b>ORGANIZATION/AGENCY NAME</b>	<b>PROJECT LOCATION</b> (CITY/COUNTY/TOWNSHIP)	<b>HIGHWAY DISTRICT</b>	
<b>ADDRESS</b>		<b>CITY</b>	<b>STATE</b>
<b>ZIP</b>	<b>PHONE</b>	<b>FAX</b>	

**PROJECT NAME OR LOCATION**

**INSTRUCTION:** The person designated as the point of contact will be the contact for the life of the project and should be able to answer any questions regarding this project. All correspondence and other documents from KYOVA, WVDOH, KYTC, ODOT, FHWA, FTA, etc., will be sent to this person. Applicants will be responsible for notifying all agencies if the point of contact for the project changes.

<b>POINT OF CONTACT</b>	<b>CONTACT E-MAIL</b>
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**Is the project included in the current Metropolitan Transportation Plan (MTP)?**     Yes     No

**PROJECT DESCRIPTION:** Include project details, proposed improvements, proposed target letting date, purpose and need. Attach a detailed map for location clarification. If the project is a transit capital purchase give specific details on the purchase, purpose and need.

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Describe any work that has already taken place on this project (such as studies regarding travel or other impacts of the project, preliminary engineering/design, meeting with public officials, project cost incurred to date, etc.). Please include any barriers that you may or have already encountered.

**SECTION 1.2: PROJECT READINESS AND BUDGET**

**PROJECT SCHEDULE**

List each phase of the proposed project and provide an approximate completion date.

PHASE TYPE	PROJECT PHASE DESCRIPTION	APPROXIMATE COMPLETION DATE (XX/XX/XXXX)
Design		
Right of Way		
Utilities		
Construction		

List all local government entities, contacts and civic groups that have been involved in the development of the project.

**PROJECT COST SUMMARY – Please attach detailed budget with application.**

**IMPORTANT:** KYOVA uses the cost estimate to determine the amount of funding; therefore, the estimates for each phase of the project must be as accurate as possible.

**FOR INFRASTRUCTURE (CONSTRUCTION) PROJECTS ONLY, COMPLETE THE FOLLOWING TABLE.**

PHASE	COST
Preliminary Engineering/Design	
Right of Way (ROW)	
Utilities	
Construction	
Construction Engineering/Inspection	
Contingency (10%)	
<b>TOTAL FUNDS REQUESTED</b>	



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3. Are potential jobs localized, regional or multi-jurisdictional? (4 points possible)

No, jobs are not localized, regional or multi-jurisdictional (1 point)

Yes, jobs are localized (2 points)

Yes, jobs are regional (3 points)

Yes, jobs are multi-jurisdictional (4 points)

Please explain where the jobs will be located and how it will affect the region.

4. What is the status of future financing to maintain and/or continue the project after the STP funding is spent and the project is complete? (8 points possible)

Unknown/Not identified (0 points)

Good potential for future funding (4 points)

Future financing committed (8 points)

Please explain future financing commitment(s) and how they will relate to the project.

**SECTION 2: HIGHWAY PROJECTS ONLY (80%)**

**SAFETY AND HAZARDS (20%)**

1. Does the project eliminate a run-off the road situation or off-the-road impact? (2 points possible)

No (0 points)

Yes (2 points)

Please explain

2. Does the project increase roadway and shoulder width to eliminate narrow roadway situations? (4 points possible)

No (0 points)

Yes (4 points)

Please explain

3. Does the project eliminate a narrow bridge situation? (6 points possible)

No (0 points) *Please skip to Question #4*

Yes (Please answer Questions 3a, 3b, and 3c)

3a. Does the project improve bridge rails, sidewalks, potholes and poor skid resistance? (2 points)

No (0 points)

Yes (2 points)

If yes, please explain how the project improves bridge rails, sidewalks, potholes and poor skid resistance.

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3b. Does the project improve bridge approach by installing crash cushions? (2 points possible)

No (0 points)

Yes (2 points)

If yes, please explain how the project improves bridge approach by installing crash cushions.

3c. Does the project install improved signs, pavement markings and bridge approach delineation? (2 points possible)

No (0 points)

Yes (2 points)

If yes, please explain how the above items in 3c will improve the safety of the roadway.

4. Does the project improve or eliminate a railroad crossing hazard? (2 points possible)

No (0 points)

Yes (2 points)

If yes, please explain how the project improves or eliminates a railroad crossing hazard.

5. Does the project correct poor design features (6 points possible)

No (0 points) *Please skip to Question #6*

Yes (Please answer Questions 5a, 5b, and 5c)

5a. Does the project eliminate excessive curves? (2 points possible)

No (0 points)

Yes (2 points)

If yes, please describe location of curve and how it will correct the poor design features.

5b. Does the project improve poor sign and/or pavement markings? (2 points possible)

No (0 points)

Yes (2 points)

If yes, please explain how the project will improve poor sign and/or pavement markings.

5b. Does the project install medians to separate on-coming traffic? (2 points possible)

No (0 points)

Yes (2 points)

If yes, please explain the improvement by installation of medians to separate on-coming traffic.

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**ENVIRONMENTAL ENHANCEMENT (15%)**

6. Does the project have a positive effect on air quality? (6 points possible)

No (0 points)

Yes (6 points possible)

If yes, please explain how the project will have a positive effect on the air quality.

7. Does the project protect wetlands? (1 point possible)

No (0 points)

Yes (1 point possible)

If yes, please explain how the project protects wetlands.

8. Does the project include noise abatement measures? (1 point possible)

No (0 points)

Yes (1 point possible)

If yes, please explain how the project will include noise abatement measures.

9. Does the project accommodate historic preservation? (2 points possible)

No (0 points)

Yes (2 points possible)

If yes, please explain how the project accommodates historic preservation.

10. Does the project have a positive effect on water quality? (1 point possible)

No (0 points)

Yes (1 point possible)

If yes, please explain how the project will have a positive effect on the water quality.

11. Does the project design provide for aesthetics or enhancement such as landscaping, visual easements or scenic overlooks?  
 (1 point possible)

No (0 points)

Yes (1 point possible)

If yes, please explain how the project design will provide for aesthetics or enhancement such as landscaping, visual easements or scenic overlooks.

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12. Does the project include new significant transit, bicycle or pedestrian facilities? (3 points possible)

No (0 points)

Yes (3 points possible)

If yes, please explain how the project includes new significant transit, bicycle or pedestrian facilities.

**MANAGEMENT AND OPERATION (15%)**

13. How is the project appropriate for the Federal Functional Classification for which it is recommended? (8 point possible)

14. How does the project address deficiencies on the highway for which it is being recommended? (5 points possible)

15. Is the assigned travel speed adequate for the route or route section after the improvement(s) is made? (2 points possible)

No (0 points)

Yes (2 points possible)

Please explain the adequacy of the travel speed for the route or route section after the improvement(s).

**SYSTEM PRESERVATION (15%)**

16. Does the proposed project bring the highway for which it is recommended up to its design standard? (6 points possible)

No (0 points)

Yes (6 points possible)

Please explain how the proposed project will bring the highway up to its design standard.

17. Is the integrity of the route interrupted or changed due to the improvement(s)? (4 points possible)

No (0 points)

Yes (4 points possible)

Please explain.

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18. Are the residents living along or using the highway or facility for which the proposed improvement(s) satisfied with the project approach? (3 points possible)

No (0 points)

Yes (3 points possible)

Please explain how the residents are satisfied with the project approach.

19. Does the project exceed what is needed to bring the highway up to its design standard? (2 points possible)

No (0 points)

Yes (2 points possible)

Please explain how the project exceeds what is needed to bring the highway up to design standard.

**MULTIMODAL CRITERIA (15%)**

20. Does the project include other modes of transportation, as well as the transportation type for which it is recommended? (3 points possible)

No (0 points)

Yes (3 points possible)

Please explain other modes of transportation and type for which it is recommended for the project.

21. Does the project help resolve air quality issues by recommending a low/no emissions type of transportation? (2 points possible)

No (0 points)

Yes (2 points possible)

Please describe how the proposed project will resolve air quality issues.

22. Does the project integrate the transportation system between modes for people and freight? (2 points possible)

No (0 points)

Yes (2 points possible)

Please explain how the project integrates the transportation system between modes for people and freight.

23. Does the project create opportunities for larger trucks and increased freight delivery to businesses along the highway? (6 points possible)

No (0 points)

Yes (6 points possible)

Please explain the opportunities created for larger trucks and increasing freight delivery to businesses. Points will be awarded based on the opportunities provided.

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**SECTION 3 – TRANSIT PROJECTS ONLY (80%)**

1. Does the project impact vehicular safety through improved roadway design or bus routing? (10 points possible)

No (0 points)

Yes (10 points possible)

Please explain how vehicular safety will be improved through roadway design or bus routing.

2. Does the project improve passenger safety and/or security on-board or while waiting to board buses? (10 points possible)

No (0 points)

Yes (10 points possible)

Please explain how the project will improve passenger safety/security on-board or while waiting to board buses.

3. What is the anticipated impact on ridership from this project? (10 points possible)

No (0 points)

Yes (10 points possible)

Please explain the anticipated impact on ridership from this project.

4. Does the project utilize vehicles that use alternative low emission fuels, technology to improve mileage or buildings meeting LEED standards? (4 points possible)

No (0 points)

Yes (4 points possible)

Please explain the results of alternative low emission fuels, technology to improve mileage or buildings meeting LEEDS standards.

5. Does the project protect wetlands? (2 points possible)

No (0 points)

Yes (2 points possible)

Please explain how the project protects wetlands.

6. Does the project include noise abatement measures? (1 point possible)

No (0 points)

Yes (1 point possible)

Please explain how the project will include noise abatement measures.

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7. Does the project accommodate historic preservation (1 point possible)

No (0 points)  Yes (1 point possible)

Please explain how the project accommodates historic preservation.

8. Does the project design provide for aesthetics or enhancement such as landscaping, visual easements or scenic overlooks? (1 point possible)

No (0 points)  Yes (1 point possible)

Please explain how the project design will provide for aesthetics or enhancement such as landscaping, visual easements or scenic overlooks.

9. What is the useful life of the proposed project? Please use FTA Guidelines. (5 points possible)

Less than 4 years (1 point)  4 to 9 years (3 points)  10 to 14 years (4 points)  15 or more years (5 points)

10. What is the system impact of the project? (5 points possible)

No impact (0 point)  Impact on system only (2 points)  Impact on passengers everywhere (3 points)  Impact on system and passengers (5 points)

Please explain the system impact of the project.

11. What type of project are you requesting funds? (5 points possible)

Support (non-revenue) equipment (1 point)  Fixed facility (3 points)  Replacement or expansion of revenue vehicles (5 points)

12. What is the time to implementation after funding is granted? (2 points possible)

3-4 years (0 points)  1 to 2 years (1 point)  0 to less than one year (2 points)

#### SYSTEM PRESERVATION (15%)

13. For vehicles, is it a replacement or expansion vehicle? (5 points possible)

Replacement Vehicle (2 points)  Expansion Vehicle (5 points)  Does not apply (0 points)

14. Capital Utilization – How has the equipment being replaced been utilized? (10 points possible)

3 years or 40% in miles over the FTA value (5 points)  2 years or 30% in miles over the FTA value (3 points)  1 year or 20% in miles over the FTA value (2 points)

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**MULTIMODAL CRITERIA (15%)**

15. Does the project incorporate improvements for other transportation alternatives and modes? Please mark all that apply.  
(15 points possible)

- |   |  |  |   |   |
|---|--|--|---|---|
| <input type="checkbox"/> Bicycle (3 points) | <input type="checkbox"/> Pedestrian (3 points) | <input type="checkbox"/> Auto (3 points) | <input type="checkbox"/> Freight (3 points) | <input type="checkbox"/> Other (3 points) |
|---|--|--|---|---|

Please explain how the project incorporates improvements for other transportation modes.

To the best of my knowledge, the information within this application (Surface Transportation Program) is accurate; and as the applicant have authority to pursue funding opportunities for \_\_\_\_\_ (agency).

Chief Official/Title: \_\_\_\_\_

Signature:

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