

REGION V TRANSPORTATION ADVISORY COMMITTEE

602 1st Avenue South
Fort Dodge, IA 50501
515-576-7183 ext. 212

April 3, 2024

Enclosed is the Regional Surface Transportation Block Grant funding (STBG/STBG-SWAP) application package. This package includes requirements for funding, the application, and defines what types of projects are fundable. You may also contact slentsch@midascog.net for a copy of the application.

The application shall be used to submit a Regional STBG/STBG-SWAP Project proposal. The application shall also be used to submit revision to projects in the current Regional Transportation Improvement Program (RTIP). Please review the requirements carefully.

For Federal FY 2028, approximately \$3.1 million in Surface Transportation Program funding is available.

The application deadline is May 10, 2024 at 12:00 p.m. Before submitting an application, please make sure all information is included. Incomplete applications will be rejected.

Projects identified by the region to be included in the regional Transportation Improvement Program are not guaranteed of funding.

If you have any questions, please contact Stacy Lentsch with MIDAS Council of Governments at slentsch@midascog.net or 515-576-7183 ext. 212.

Sincerely,

Adam Clemons
Chairperson

Enclosure

QUALIFICATIONS

To be eligible for Regional Surface Transportation Block Grant Funds (STBG/STBG-SWAP) funds the following qualifications must be met:

A. Projects must fall into at least one of the following categories:

1. Construction, reconstruction, resurfacing, restoration, and rehabilitation of qualified routes.
2. Capital costs for transit projects and publicly owned intracity and/or intercity bus terminals or facilities.
3. Highway and transit safety programs.
4. Surface transportation planning, highway, and transit technology transfer activities.

B. Project reimbursement.

STBG-SWAP projects will be reimbursed funds up to 100% up to the amount programed in the State Transportation Improvement Program (STIP) or the amount of the project total costs whichever is lower. No engineering or architectural fees will be reimbursed by these funds. Only cities are eligible to apply for STBG-SWAP funds. STBG projects will be reimbursed funds up to 80% up to the amount programed in the State Transportation Improvement Program (STIP) or the amount of the project total costs whichever is lower. STBG projects must have an assured local (non-federal funds) match of at least 20 percent of the estimated total cost of the proposed project.

C. Project sponsor must assure they will operate and maintain the property and facility for the useful life of the improvement and not change the use of any right-of-way acquired without prior approval from the Iowa Department of Transportation and the Federal Highway Administration.

The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of any right-of-way acquired without prior approval from the FHWA.

D. Projects must be submitted by state, county, municipal governmental entity, urban and regional transit systems as designated by local officials under Chapter 324A of the Code of Iowa, or public agencies with transportation planning responsibilities.

All funds will be received and disbursed by the Iowa Department of Transportation (IDOT). Reimbursement will be received from IDOT for expenditures for the projects.

E. Projects/Project bundles must have a minimum estimated total cost of \$100,000.

There are significant project processing requirements that come with these funds. These requirements translate into expenditures of time and money on the parts of both the sponsoring entity and Iowa Department of Transportation. Project sponsors can “bundle” projects together to meet this minimum. Entities may want to consider using joint powers agreements for implementing bundled projects, although it is not required as long as there is one lead entity to sponsor the project.

F. Projects will be let through the Iowa DOT Contracts and Specifications Bureau, and must meet the documentation requirements specified by that bureau.

All projects will be let through the IDOT Contracts and Specifications Bureau and must meet the documentation requirements specified by that bureau, including the preparation of plans and specifications, where appropriate.

G. Reimbursement Program

Project funds will be provided to the local public agency on a reimbursement basis.

H. Projects must be located on eligible roads.

Road projects must be on roads with a federal functional classification of Minor Collector or higher in rural areas, Farm-to-Market routes (city projects only), and Collector or higher in urban areas.

I. Projects must be consistent with the regional Long-Range Transportation Plan.

All projects requesting funding must be consistent with the current version of the Region V Long-Range Transportation Plan.

J. Environmental

Local public agencies receiving these funds shall follow all necessary and applicable state and federal requirements, including but not limited to permitting and consultation as needed with the United States Army Corps of Engineers, United States Fish and Wildlife Service, Iowa Department of Natural Resources, Iowa Department of Cultural Affairs/State Historic Preservation Officer, Native Sovereign Tribes and Nations, and Office of the State Archaeologist. The Iowa DOT will continue to assist these local public agencies in achieving compliance or acquiring a permit, as staff and technical expertise are available.

Environmental and cultural resource oversight shall be verified through the local public agency providing a project development certification and all applicable documentation to ensure that identification, evaluation, avoidance, and mitigation actions have been taken.

RANKING CRITERIA FOR HIGHWAY AND TRANSIT PROJECTS

The following are factors that will be considered when ranking highway and transit projects for the transportation improvement program:

- ◆ *Ability to enhance roadside safety*
- ◆ *Accessibility to the public*
- ◆ *Appropriateness of project concept, design, or phasing.*
- ◆ *Compatibility with adjacent land use*
- ◆ *Connectivity to existing facilities*
- ◆ *Cost in relation to public benefit*
- ◆ *Environmental and social impacts*
- ◆ *Geographic distribution*
- ◆ *Inclusion in a state, regional, or local plan*
- ◆ *Level of local support*
- ◆ *Predicted usage relative to area population*
- ◆ *Relationship to transportation facilities*
- ◆ *Visibility from a public right-of-way*

INELIGIBLE PROJECT COSTS

Costs not eligible for reimbursement include:

- ◆ Any and all costs incurred prior to the execution of an agreement and receipt of IDOT concurrence in environmental clearance for a project;
- ◆ Routine maintenance of the project;
- ◆ Overhead and operating costs - such as auditing, legal and administrative costs - associated with the project;

- ◆ Expenses associated with the preparation and submission of a project application;
- ◆ Utility costs not necessitated by the project; and
- ◆ Purchases of office furnishings or equipment, construction equipment or personal property.

SUBMISSION INSTRUCTIONS

All applications are to be submitted electronically to: slentsch@midascog.net

Applications are due by 12:00 p.m. on May 10, 2024. (No exceptions)

PLEASE NOTE:

- ◆ Submit electronically a scanned copy of the application with original signatures.
- ◆ All parts of the application must be completed, and all attachments included, or the application will not be considered for funding.
- ◆ Applicants will receive only the amount granted by the Region V Transportation Advisory Committee (TAC) unless a revised application is received and approved by the TAC.
- ◆ It is not the intention of the MIDAS staff to complete these applications for the various applicants. However, if there are any questions about the application please contact:

Stacy Lentsch
515-576-7183 ext. 212
slentsch@midascog.net

SAMPLE RESOLUTION

RESOLUTION _____

**A RESOLUTION SUBMITTING A GRANT APPLICATION FOR REGION V SURFACE
TRANSPORTATION BLOCK GRANT (STBG) PROGRAM AND COMMITMENT OF
MATCHING FUNDS**

WHEREAS, the Region V Surface Transportation Block Grant Program provides funding for various STBG eligible projects as listed in the Region V STBG application; and

WHEREAS, the City Council/Board of Supervisors of the City/County of _____, Iowa hereby endorses the proposed _____ project located at _____, _____, Iowa; and

WHEREAS, the City/County wishes to apply for funding from the Region V Surface Transportation Block Grant Program for the above project; and

NOW, THEREFOR BE IT RESOLVED BY THE CITY COUNCIL OF _____ / _____ BOARD OF SUPERVISORS THAT:

1. The City/County hereby commits matching funds as required by the Region V Surface Transportation Block Grant Program.
3. The City/County hereby commits to adequately maintain the completed project for its intended public use for a minimum of 20 years following project completion.
4. The City Council/County Board of Supervisors hereby authorizes _____ to sign the project application on behalf of the City/County and carry the project to completion if it is approved for federal funding.

PASSED AND APPROVED THIS ___ DAY OF _____, 20__.

AYES: _____

NAYS: _____

OTHER: _____

____ (Mayor/Chairperson)

Attest:

____ (City Clerk/Auditor)