



Erie County Regional Planning Commission (ERPC) Metropolitan Planning Organization (MPO)

MPO CRRSAA Project Application Instructions

The following are instructions for applicants wishing to request funding through the ERPC MPO's Coronavirus Relief and Response Supplemental Appropriation Act (CRRSA) funding program.

Only Transportation Alternative (TA) type projects are being considered for this funding. Project funding requests are capped at \$93,414. Basic eligibility for project funding requires the proposed project have a direct relationship to transportation and to the MPO's long range plan, such that they enhance a current or proposed transportation system. If you are unsure if a project is eligible for MPO funding please contact the ERPC staff at 419-627-7792 for guidance.

All applications are required to include a site map of the proposed project's location, letter of support/resolution from the project sponsor's governing body, project cost estimate certified by a State of Ohio Professional Engineer, and a self-scored project evaluation form (included with the application form). If a project involves multiple MPO jurisdictional and/or governmental agencies, an executed cooperation agreement is required to be submitted with the application. Additionally, a project sponsor shall submit a project priority listing if submitting more than one project application during a solicitation cycle.

The MPO application form and this guidance has been made available on the ERPC website (<https://www.eriecounty.oh.gov/ErieRegionalPlanningCommission.aspx>) and in the ERPC Office located at 2900 Columbus Avenue, Sandusky during the entire project solicitation cycle. Applications will not be accepted beyond 4:30 p.m. on February 25, 2022.

Applications may be submitted by email to planning@eriecounty.oh.gov (email size not to exceed 13MB) or one hard copy may be submitted in person to the ERPC Office at 2900 Columbus Avenue, Sandusky, Ohio 44870.

For more information on the CRRSAA program (eligible project sponsors, eligible activities, and the project selection process) please consult the MPO's CRRSAA Policy document. Should you require any additional information or have additional questions/comments, please contact the Erie County Department of Regional Planning at 419-627-7792.

ERPC MPO Project Application Form Instructions

Proposed Project Details

- 1.) Sponsoring Agency – Indicate the name of the entity applying for funds. Projects involving multiple MPO jurisdictional/governmental entities must select only one to serve as the lead. A cooperation agreement must be executed and attached.
- 2.) Project Title – Provide the name of the project being applied for. Please be descriptive and specific, e.g. Perkins Avenue Signalization Project, East Monroe Street Reconstruction Project.
- 3.) Contact Person (include phone, fax, and e-mail if available) – Enter the name of the contact person who can best answer or coordinate a response to questions regarding the application.
- 4.) Indicate State Fiscal Year, Amount and Percentage of Cost Being Requested from MPO – Indicate the dollar amount of MPO requested funds and what percentage this is of the project's total costs for each phase of the project and include the proposed state fiscal year. Note – Preliminary Engineering includes work up through environmental clearance.
- 5.) Project Funding: Describe all sources of non-MPO funding for the proposed project.
- 6.) How does this project support the MPO's Long Range Transportation Plan (LRTP)? Explain how the project is compatible with the LRTP.
- 7.) Other than the LRTP, is this project the result of or linked to a planning study or report? Identify the source and where a copy of the study or report may be found (e.g. on a website). Please be specific when referencing, e.g. ERPC MPO Bicycle and Pedestrian Plan, Chapter 4, Section 1 (p.56).
- 8.) Provide the most recent Average Daily Traffic counts for the proposed project.
Counts may be found at:
<https://odot.ms2soft.com/tcds/tsearch.asp?loc=Odot&mod=TCDS>
<http://erie.ms2soft.com/tcds/tsearch.asp?loc=Erie&mod=> . If multiple choices are available list the highest ADT. For proposed bicycle/pedestrian projects indicate the number of non-motorized users if available.
- 9.) Describe the proposed project, the problem that it is expected to resolve and any alternatives that may have been explored. The following questions can be used as guidance in completing this section: *What is the purpose of the project? Why is the project needed? What are its benefits? Are there any existing management systems that were used to develop the project? Were performance based measures used to quantify expected benefits? Are there other planned investments in the project area?*

- 10.) Located in a High Crash Rate Area (Yes/No) - If yes, provide summary of crash data, calculated crash rate, and how proposed project incorporates safety solutions to address crash problem(s). If proposed project includes bicycle/pedestrian improvements provide summary of bicycle/pedestrian crash data.
- 11.) Describe public involvement plan for the proposed project (level of public involvement to be commensurate with level of project complexity).
- 12.) Proposed Project Cost Information – Provide a cost estimate certified by a State of Ohio Professional Engineer for your proposed project.
- 13.) What is the current status of the proposed project? (e.g. preliminary engineering, environmental complete, right-of-way plans, construction plans approved)
- 14.) Does the project impact any of the following respond with a yes or no –
- Bicycle/Pedestrian Facilities _____ Congestion _____
- Character of the Area _____ User Fees _____ Public Use _____
- Multi-Modal Transportation _____ ITS Components _____
- Access Management _____ Local Economics _____ Tourism _____
- Environmental Impacts _____ Historical Preservation/Impact _____
- Aesthetic _____ Environmental Justice Populations _____
- If “yes” to any of the above, please describe impacts.
- 15a.) Will this be your first MPO funded project (yes/no)? If ‘yes’ skip ahead to question number 18, if no answer question 16b.
- 15b.) If “no”, please describe previous MPO project delivery performance. Have previous projects been delivered on time? If not, please indicate reason for delay.
- 16.) Number of Missed Project Review Meetings in the last year – refers to ODOT District 3 Quarterly LPA Meetings.
- 17.) Please self-score the proposed project by using the attached project evaluation form. This form must be completed and submitted with your application to be considered for funding. The MPO will review the submitted self-scoring sheet and may revise the provided scores.

Items required items to be submitted with application include:

- Site map of proposed project location
- Letter of support/Resolution from project sponsor’s governing body
- Project cost estimate certified by a State of Ohio Professional Engineer
- Self-scored project evaluation form

- Project priority listing if submitting more than one project application for MPO funding consideration
- Executed cooperation agreement if project involves multiple entities
- Project maintenance plan

ERPC MPO CRRSAA Project Application Form

Instructions: This CRRSAA project funding is for Transportation Alternative (TA) project types only and submitted projects must be compatible with the ERPC MPO Long Range Transportation Plan. Complete and submit the project application form with any attachments by 4:30 P.M. on February 25, 2021 to the Erie County Office of Regional Planning and Development located at the Erie County Service Center, 3rd Floor, 2900 Columbus Avenue, Sandusky, Ohio 44870. Application instructions are available on ERPC's website and in the ERPC office. Staff can be reached by phone 419-627-7792, by fax 419-627-6670 or by e-mail at Planning@ErieCounty.OH.Gov to answer any questions. Additional sheets may be attached as needed.

Proposed Project Details

1.) Sponsoring Agency: _____
(If multiple project partners, specify lead agency and attach cooperation agreement)

2.) Project Title: _____

3.) Contact Person (include phone, fax, and e-mail if available): _____

4.) Indicate State Fiscal Year, Amount, and Percentage of Costs Being Requested

Project Phases	State Fiscal Year	MPO Funds Requested	Percent Split	Total Local Funds/ Other Funding	Percent Split
		Transportation Alternative (TA)			
Preliminary Engineering (PE)		\$	%	\$	%
Right-of-Way (RW)		\$	%	\$	%
Utilities		\$	%	\$	%
Detailed Design (DD)		\$	%	\$	%
Construction (CO)		\$	%	\$	%
Construction Engineering (CE)		\$	%	\$	%
Total		\$	%	\$	%

5.) Project Funding: Describe all sources of non-MPO funding for the proposed project.

6.) How does the project support the MPO's Long Range Transportation Plan (LRTP)?

7.) Other than the LRTP, is this project the result of or linked to a planning study or report?

8.) Provide the most recent Average Daily Traffic (ADT) counts for the proposed project. For bicycle/pedestrian projects provide number of non-motorized users if available.

ADT _____

Number of Non-motorized users (bicycle/pedestrian projects) _____

Year Completed _____

Location: _____

9.) Describe the proposed project, the problem that it is expected to resolve and any alternatives that may have been explored.

10.) Located in a High Crash Rate Area? (Yes/No) _____ If yes, please provide summary of crash data and how the proposed project incorporates safety solutions to address crash problem. For bicycle/pedestrian projects provide summary of bicycle/pedestrian crash data.

11.) Describe public involvement plan for the proposed project (level of public involvement to be commensurate with level of project complexity):

12.) Proposed Project Cost Information: Provide a cost estimate certified by a professional engineer, architect or appropriate professional discipline for your proposed project.

13.) What is the current status of the proposed project? (e.g. preliminary engineering, environmental complete, right-of-way plans, construction plans approved)

14.) Does the project impact any of the following? Respond with a “yes” or “no”.

Bicycle/Pedestrian Facilities_____ Congestion_____ Character of the Area_____

User Fees_____ Multi-Modal Transportation_____ Public Use_____

ITS Components_____ Access Management_____ Local Economics_____

Tourism_____ Environmental Impacts_____ Historical Preservation/Impact_____

Environmental Justice Populations_____ Aesthetic_____

If “yes” to any of the above, please describe impacts:

15a.) Will this be your first MPO funded project? (“yes” or “no”) _____
(if “yes”, go to number 17)

15b.) If “no”, indicate what percentage of MPO projects over the past three years that have been awarded on time. If a project did miss the award milestone date, please indicate reason for delay.

16.) Number of missed Quarterly Project Review Meetings in the last year: _____

17.) Please self-score the proposed project by using the attached project evaluation form. This form must be completed and submitted with your application to be considered for funding. (Note—the MPO will review and may revise provided scores.)

*Applications may be submitted by email to planning@eriecounty.oh.gov
(email size not to exceed 13MB) or one hard copy may be submitted in person to the
ERPC Office at 2900 Columbus Avenue, Sandusky, Ohio 44870.*

Required items to be submitted with application include:

- *Site map of the proposed project’s location*
- *Letter of support from the project sponsor’s governing body*
- *Project cost estimate certified by a State of Ohio Professional Engineer*
- *Self-scored project evaluation form*
- *Project priority listing if submitting more than one project application for MPO funding consideration*
- *Executed cooperation agreement if project involves multiple entities*
- *Project maintenance plan for proposed project*

CRRSAA - TRANSPORTATION ALTERNATIVE PROGRAM (TA) PROJECT EVALUATION FORM

GENERAL EVALUATION - 55 POINTS

Project Name: _____

Project Sponsor: _____

Proposed State Fiscal Year: _____

Date Scored: _____

Number of Existing Users _____ (used if tie breaker needed)

1. Is the project included in an adopted local transportation or community plan?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
2. Does the project improve the utilization of an existing transportation system network?	<input type="checkbox"/> Greatly (4 points) <input type="checkbox"/> Moderately (2 points) <input type="checkbox"/> No (0 points)
3. Does the project increase the utilization of an existing transportation system network?	<input type="checkbox"/> Greatly (4 points) <input type="checkbox"/> Moderately (2 points) <input type="checkbox"/> No (0 points)
4. Does the project have a positive impact in an Environmental Justice Area target area? (Target area defined as above regional average, see attached maps.)	<input type="checkbox"/> Yes (3 points) <input type="checkbox"/> No (0 points)
5. Will the public be given a chance to provide input regarding the project (commensurate with level of project complexity)?	<input type="checkbox"/> Yes (3 points) <input type="checkbox"/> No (0 points)
6. Has the project sponsor attended ODOT LPA Quarterly Project Meetings in the last calendar year (if first time applicant or sponsor had no projects then 'No Projects' should be selected).	<input type="checkbox"/> Attended All (5 points) <input type="checkbox"/> Missed One (3 points) <input type="checkbox"/> Missed 2 or more (-2 pts) <input type="checkbox"/> No projects (5 points)
7. What percentage of MPO projects has the project sponsor awarded on time over the last three calendar years (if first time applicant or sponsor had no projects then 'No Projects' should be selected)?	<input type="checkbox"/> 67% - 100% (10 points) <input type="checkbox"/> 34% - 66% (5 points) <input type="checkbox"/> 1% - 33% (1 points) <input type="checkbox"/> No projects (10 points)
8. Does the project involve other regional partners (MPO area jurisdictions and/or other governmental agencies)?	<input type="checkbox"/> Yes (3 points) <input type="checkbox"/> No (0 points)
9. Does the project obviously increase opportunities for active transportation?	<input type="checkbox"/> Yes (3 points) <input type="checkbox"/> No (0 points)
10. Project will award in which State Fiscal Year (SFY) ?	<input type="checkbox"/> SFY 2023 / 2024 (5 pts) <input type="checkbox"/> SFY 2025 (2 points) <input type="checkbox"/> SFY 2026 + (0 points)
11. What percentage of maximum funding cap (\$93,414) is project sponsor requesting funding for?	<input type="checkbox"/> 1% - 25% (10 points) <input type="checkbox"/> 26% - 50% (7 points) <input type="checkbox"/> 51% - 70% (4 points) <input type="checkbox"/> 71% - 79% (1 point) <input type="checkbox"/> 80% - 100% (0 points)
<div style="text-align: right;">TOTAL (55 Possible Points)</div>	

*This form (general evaluation) to be used on all submitted TA projects. Depending on project type, select one of the three following forms to continue scoring out the project. The overall combined total points possible = 105.

TRANSPORTATION ALTERNATIVE PROGRAM (TA) PROJECT EVALUATION FORM

BICYCLE AND PEDESTRIAN AND OTHER NON-DRIVERS - 50 POINTS

Project Name: _____

Project Sponsor: _____

Proposed State Fiscal Year: _____

Date Scored: _____

1. Does the project connect to any existing or planned bicycle or pedestrian paths?	<input type="checkbox"/> Yes (10 points) <input type="checkbox"/> No (0 points)
2. Does the project connect to any logical termini?	<input type="checkbox"/> Yes (10 points) <input type="checkbox"/> No (0 points)
3. Does the project serve any transportation generators (schools, hospitals, other major community facilities)?	<input type="checkbox"/> More than 5 (10 points) <input type="checkbox"/> One to Five (5 points) <input type="checkbox"/> None (0 points)
4. How much of an increase in public use is anticipated to be generated by this project?	<input type="checkbox"/> Major (5 points) <input type="checkbox"/> Minor (3 points) <input type="checkbox"/> No Increase (0 points)
5. Does the project address an existing safety issue for bicyclists and/or pedestrians (as documented in application)?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
6. Does the project meet a 'transportation' need (benefits other than recreational)?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
7. Is a maintenance plan identified for the project?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
TOTAL (50 Possible Points)	

***This form to be used only for bicycle/pedestrian/non-driver projects (ex. on road or off-road infrastructure, lighting, ADA compliance, traffic calming techniques)**

TRANSPORTATION ALTERNATIVE PROGRAM (TA) PROJECT EVALUATION FORM
COMMUNITY IMPROVEMENT ACTIVITIES - 50 POINTS

Project Name: _____

Project Sponsor: _____

Proposed State Fiscal Year: _____

Date Scored: _____

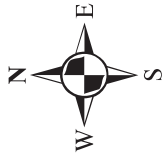
1. What is the project's significance to specific persons or events that have contributed to the area's transportation history?	<input type="checkbox"/> Major (10 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> None (0 points)
2. To what degree is there a threat to the environment or site if the project is not funded?	<input type="checkbox"/> Major (10 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> None (0 points)
3. How much of an increase in negative public exposure to the environment or site is anticipated to occur as a result of this project?	<input type="checkbox"/> Major (0 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> No Increase (10 points)
4. The site is one of only few examples of once common structure/site in Ohio.	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
5. The project provides safe accommodation for visitors to site.	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
6. Does the project meet a 'transportation' need (benefits other than recreational)?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
7. Is a maintenance plan identified for the project?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
TOTAL (50 Possible Points)	

***This form to be used only for community improvement projects (ex. vegetation management, historic transportation facility improvements, inventory/control/removal of outdoor advertising)**

TRANSPORTATION ALTERNATIVE PROGRAM (TA) PROJECT EVALUATION FORM**SCENIC AND ENVIRONMENTAL - 50 POINTS****Project Name:** _____**Project Sponsor:** _____**Proposed State Fiscal Year:** _____**Date Scored:** _____

1. How much impact does the project have on environmental protection or presentation?	<input type="checkbox"/> Major (10 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> None (0 points)
2. How great is the threat to the environment or site if the project is not funded?	<input type="checkbox"/> Major (10 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> None (0 points)
3. How much of an increase of public exposure to environment or site is anticipated as a result of the project?	<input type="checkbox"/> Major (0 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> No Increase (10 points)
4. The project is unique to the area's identity.	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (5 points)
5. The project removes visual blight or substantially enhances the visual environment (context sensitive design).	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
6. Does the project meet a 'transportation' need (benefits other than recreational)?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
7. Is a maintenance plan identified for the project?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
TOTAL (50 Possible Points)	

***This form to be used only for scenic/environmental projects (ex. Reduce vehicle-caused wildlife mortality, environmental mitigation activities to address storm water management/water pollution related to road construction and road run-off, construction of turnout/overlook/viewing area)**



Percent of Population Below Poverty Level

Legend



2.4% - 4%



4.1% - 8%



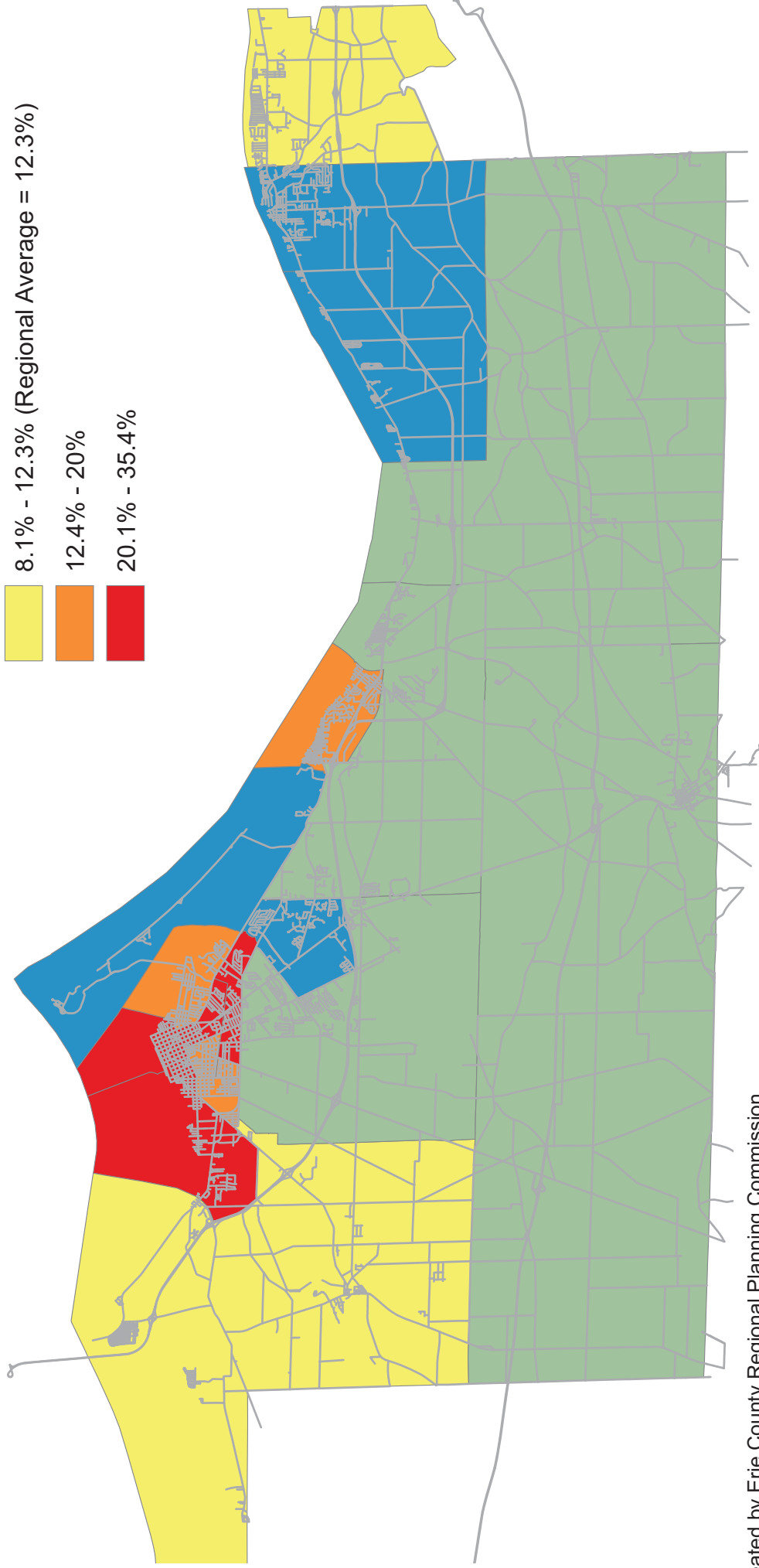
8.1% - 12.3% (Regional Average = 12.3%)



12.4% - 20%



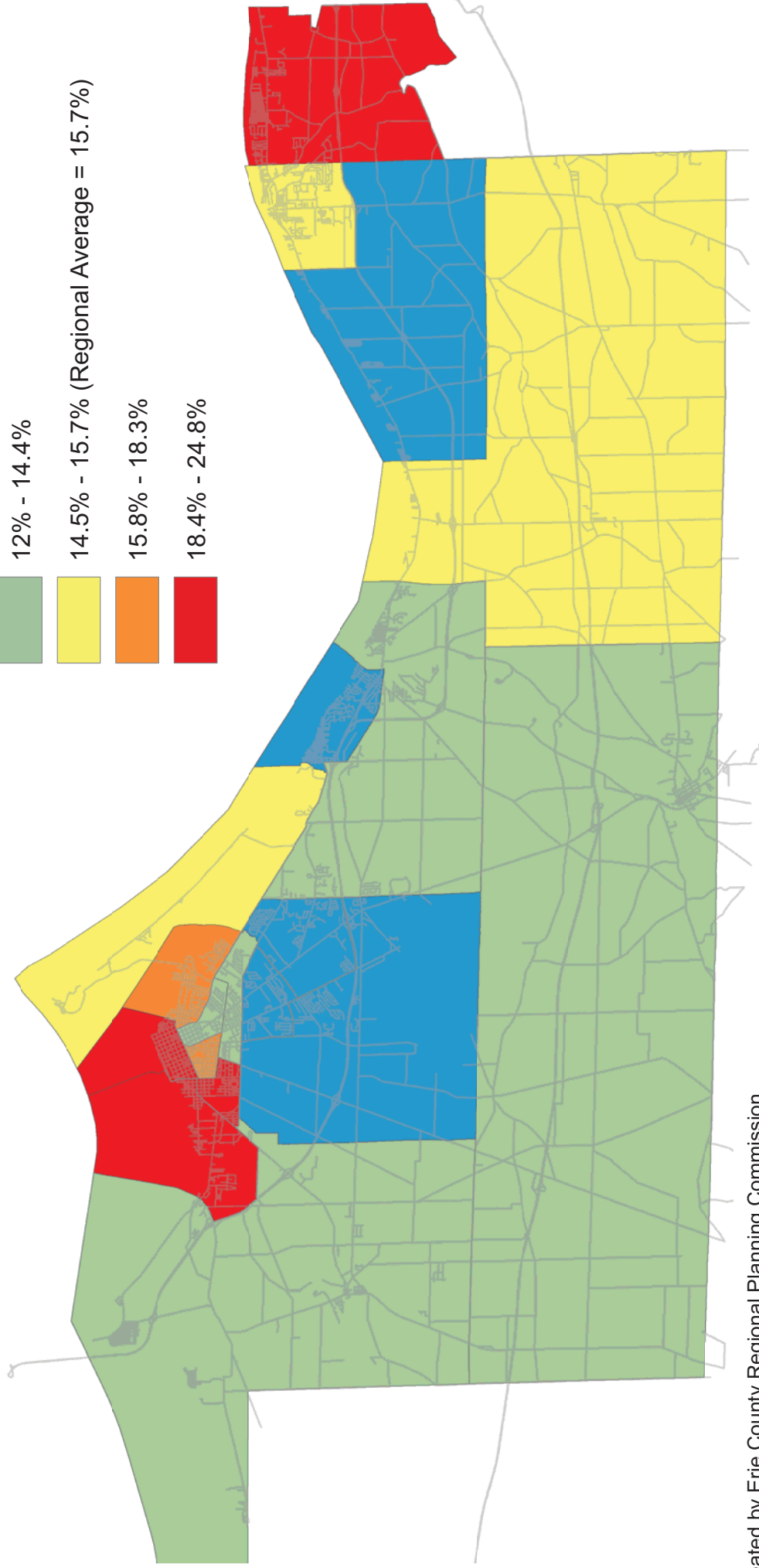
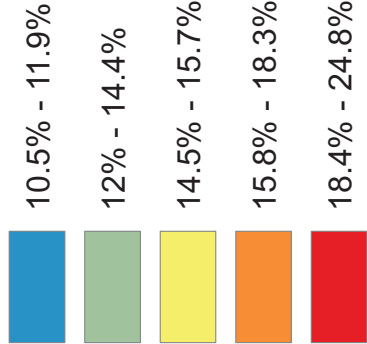
20.1% - 35.4%





Percent of Population with Disability

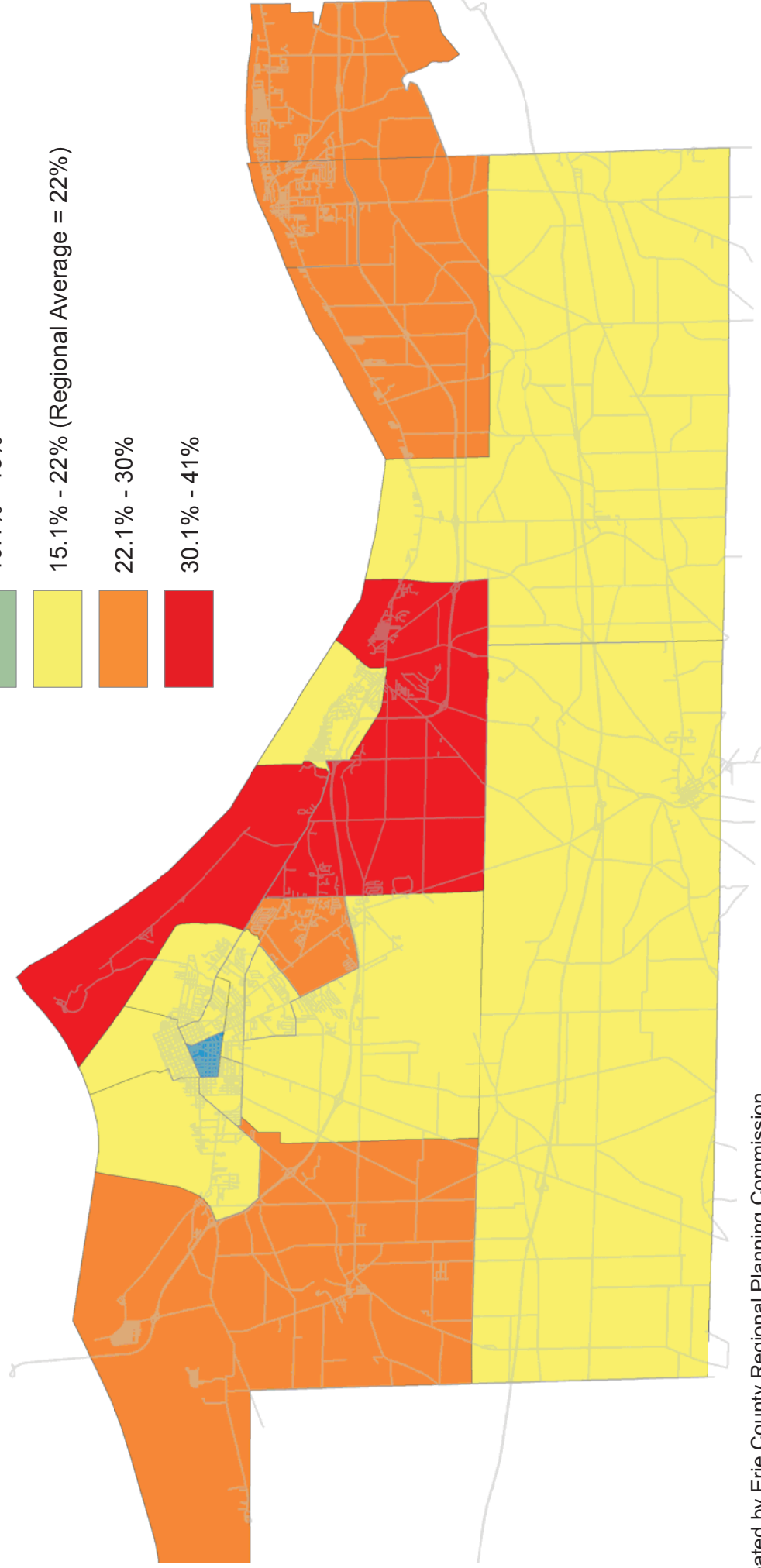
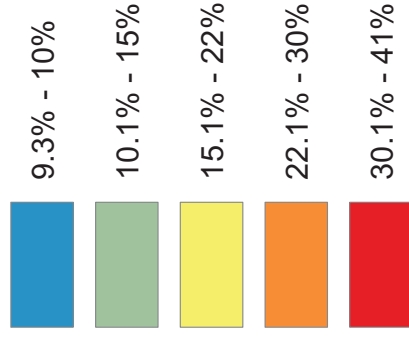
Legend





Percent of Population 65 years and older

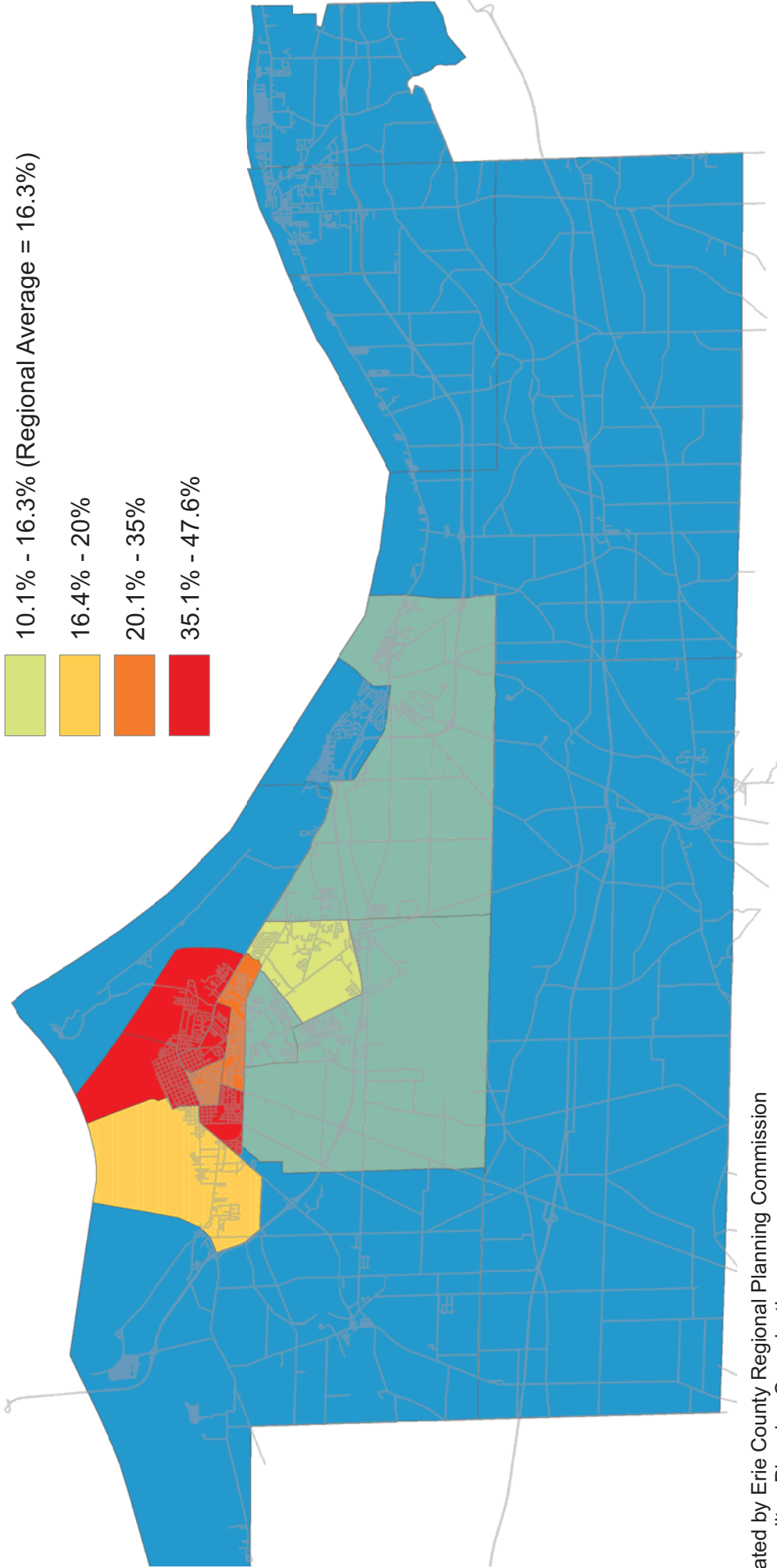
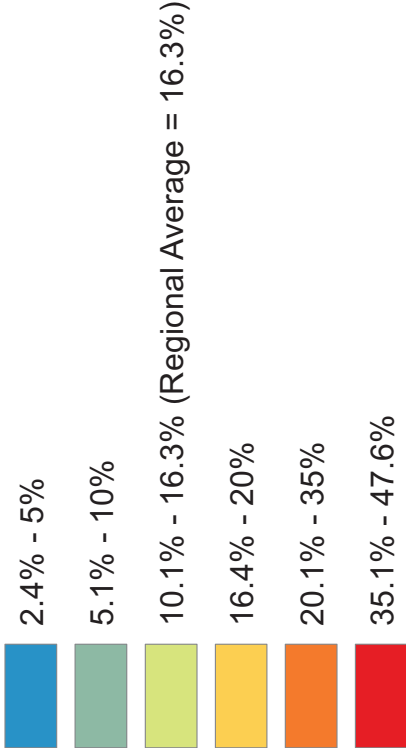
Legend

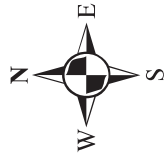




Percent Minority Population

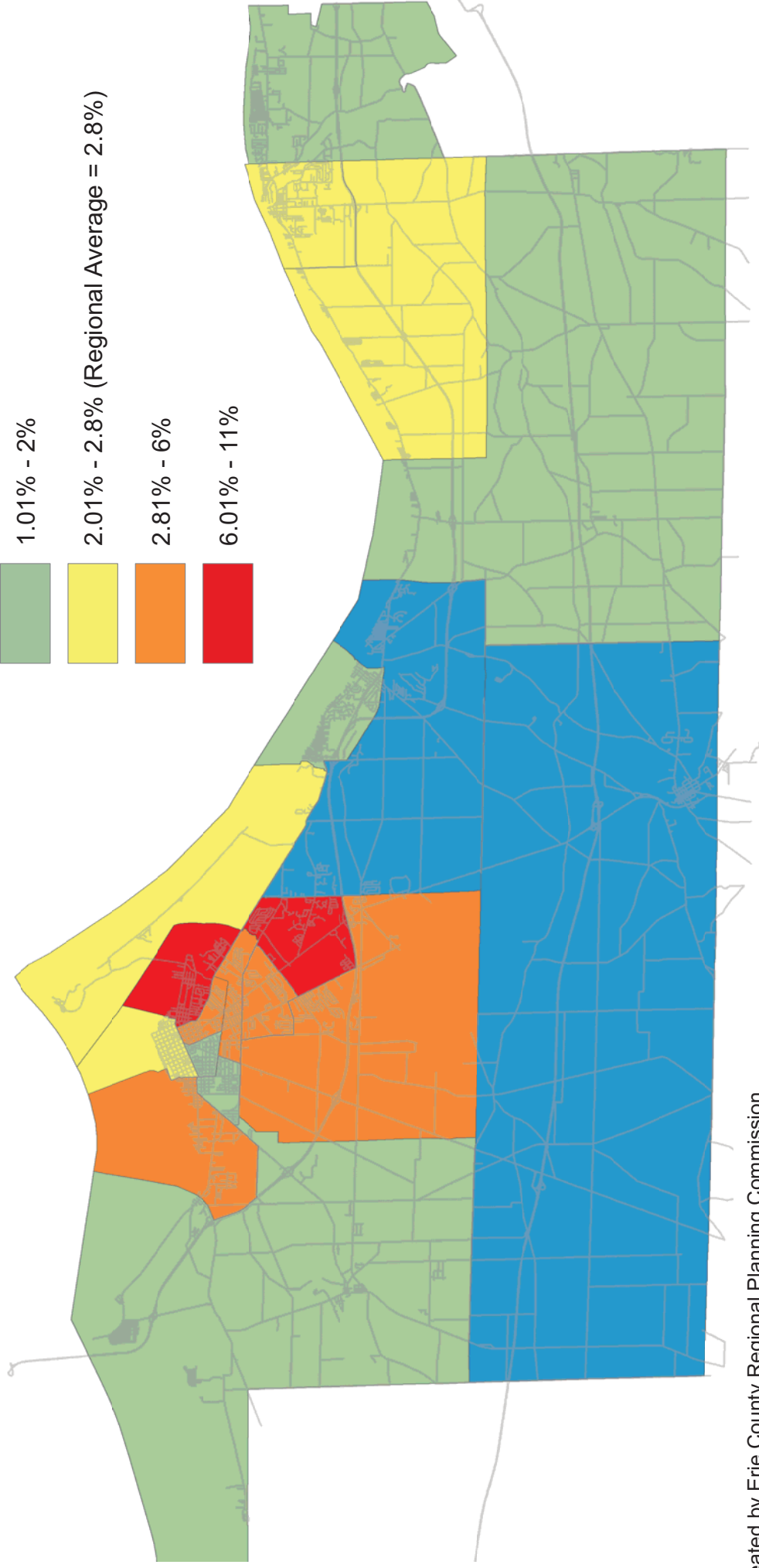
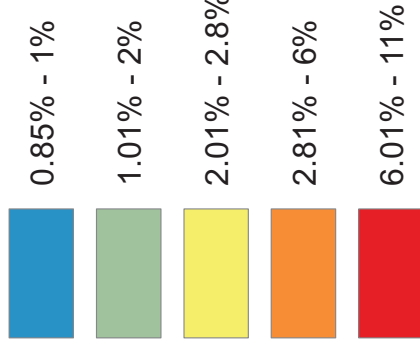
Legend

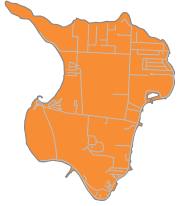
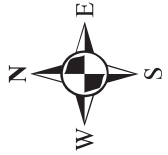




Percent of Population Limited English Proficiency

Legend





Percent of Housing Units with No Vehicle Available

Legend

