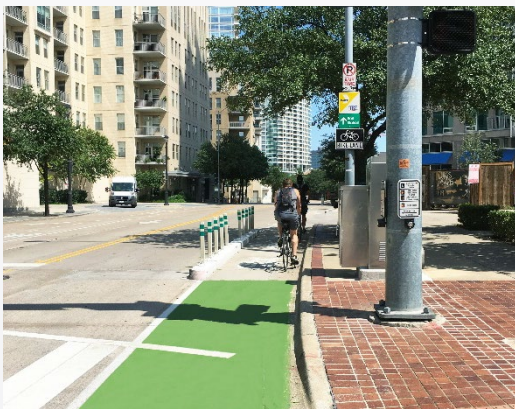




North Central Texas
Council of Governments

2025 TRANSPORTATION ALTERNATIVES CALL FOR PROJECTS FOR NORTH CENTRAL TEXAS REGION **PROGRAM GUIDE**



Applications Due: January 17, 2025, by 5:00 P.M.

IMPORTANT: Federal funds have very specific requirements for grants management along with detailed reporting. Please review the documents associated with this Call for Projects to determine if your agency has the institutional capacity to comply with the required terms and conditions of implementing a Federally funded project administered by TxDOT.

Application must be received by 5:00 p.m., Central Standard Time, on Friday, January 17, 2025.

The North Central Texas Council of Governments (NCTCOG) must have the submitted application “in hand” at the NCTCOG offices by the application deadline. A postmark by the established deadline does not constitute an on-time application. In addition, supplemental information, other than administrative clarifications, will not be accepted after the application deadline. Applications failing to include any of the requested documentation may be considered incomplete and will be evaluated based on the information provided.

Application submittals must consist of one (1) hardcopy (including attachments) and one (1) electronic copy of all files on a USB drive. Digital signatures are accepted. Do not submit scanned applications.

Applications should be mailed or hand-delivered to:

Mail:

North Central Texas Council of Governments
Transportation Department
Attn: Daniel Snyder
P.O. Box 5888
Arlington, Texas 76005-5888

Physical location:

North Central Texas Council of Governments
Transportation Department
Attn: Daniel Snyder
616 Six Flags Drive
Arlington, Texas 76011

The information in this application is public record. Therefore, applicants should not include information regarded as confidential.

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Program Overview

This Guide provides an overview of the requirements for NCTCOG’s 2025 Transportation Alternatives (TA) Call for Projects for the North Central Texas Region.

The Regional Transportation Council (RTC) and NCTCOG serve as the Metropolitan Planning Organization for the Dallas-Fort Worth area and are responsible for selecting projects for the Large Urban Areas in the region through a competitive process in consultation with the Texas Department of Transportation (TxDOT). The Large Urban Areas in the region include portions of the Dallas and Fort Worth TxDOT Districts. **Table 1** outlines the Call for Projects Schedule.

Table 1 – Call for Projects Schedule

Milestone	Date
Surface Transportation Technical Committee – Action on Call for Projects	September 27, 2024
Regional Transportation Council – Action on Call for Projects	October 17, 2024
Call for Projects Opens	October 25, 2024
Call for Projects Public Workshop	October 29, 2024
Deadline for Requesting GIS Technical Assistance from NCTCOG Staff <i>(if necessary)</i>	December 20, 2024
Deadline for Requesting TxDOT District Engineer Letter of Consent for Proposed Projects Located in State Right-of-Way <i>(if applicable)</i>	December 20, 2024
Call for Projects Closes (Applications Due)	January 17, 2025, 5 PM
Review of Projects / Scoring by NCTCOG Staff	January – March 2025
Public Meeting	April 2025
Surface Transportation Technical Committee – Action to Approve Selected Projects	April 25, 2025
Regional Transportation Council – Action to Approve Selected Projects	May 8, 2025
Coordination Meetings with TxDOT District Staff for Selected Projects	May 2025
Deadline for Project Sponsors to Submit Transportation Improvement Program Modifications (May 2023 Cycle)	June 27, 2025
Anticipated Approval of Statewide Transportation Improvement Program <i>(Agencies are responsible for contacting TxDOT to develop an AFA)</i>	Mid-November – Early December 2025
Deadline for Project Sponsors to Execute Agreements with TxDOT	May 8, 2026
Deadline for Project Sponsors to Open Bids and Obligate Funds	August 31, 2028

Eligible Project Sponsors

Agencies eligible to apply for funding through this Call for Projects and serve as Project Sponsors are as follows:

- Local government
- Regional transportation authority
- Transit agency
- Natural resource or public land agency
- School district, local education agency, or school*
- Tribal government
- Nonprofit entity*
- Any other local or regional governmental entity with responsibility for, or oversight of, transportation or recreational trails

*Managing federal transportation-funded projects is complex and projects typically involve improvements located on property owned and maintained by a local government. All projects must follow federally approved procurement practices. School districts, local education agencies, schools, and/or nonprofit entities are **STRONGLY** encouraged to coordinate with the local government agency, which may better serve as the Project Sponsor. Partner entities may assist local governments with the local cash match for a project.

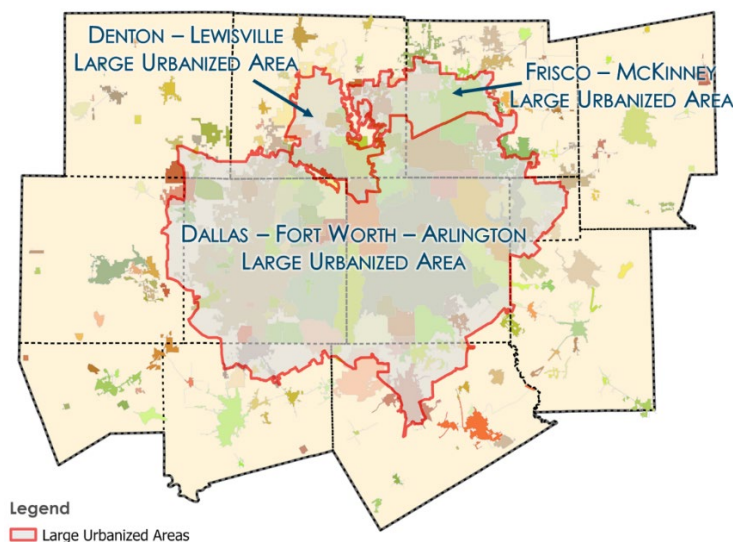
Eligible Project Areas

Projects must be located inside the Adjusted Large Urbanized Areas exceeding 200,000 in population in the metropolitan planning area. (See **Figure 1 – Eligible Project Areas**)

In addition:

- **Safe Routes to School:** Projects must be located within two miles of a K-8th grade school and within the school's attendance zone.

Figure 1 – Eligible Project Areas



An online interactive map identifying eligible area boundaries is available [here](#).

Project Funding

Approximately \$50 million in federal funding is anticipated to be available to award for projects. **Table 2** identifies the amount of federal funding available to be awarded on a per project basis.

Table 2 – Federal Funding Award per Project

<i>Project Activity</i>	<i>Minimum Federal Funding Award per Project (Targets)</i>	<i>Maximum Federal Funding Award per Project (Targets)</i>
Construction	\$3,000,000	\$10,000,000
Safe Routes to School Planning	\$200,000	\$500,000

Required Local Match: A minimum of 20 percent of the eligible project costs (construction and utilities) must be provided:

- Cash Match
- Policy Bundle Transportation Development Credits: Agencies qualified in the latest round from September 2023 for Metropolitan Transportation Plan Policy Bundle Transportation Development Credits (TDCs) approved by the Regional Transportation Council may request the use of existing TDCs in lieu of a local cash match for either construction or SRTS planning applications. In the Project Budget Summary form submitted with each application, Project Sponsors must indicate if a local cash match will be provided, or (if qualified) request the use of approved TDCs. For questions on an agency’s balance of TDCs, please contact Daniel Snyder at 817-608-2394 or dsnyder@nctcog.org.
- Regional TDCs: Any Agency may request the use of Regional Transportation Development Credits (in lieu of a local cash match) for projects *primarily focused* on implementing the [Regional Veloweb trail alignments as identified in Mobility 2045 \(2022 Update\)](#) (not including trails designated as “community paths”). Please contact NCTCOG staff to discuss if the scope of work is eligible for use of Regional TDCs. In the Project Budget Summary form, Project Sponsors must indicate if the use of Regional TDCs are requested in lieu of local match. Use of Regional TDCs is limited to a **maximum of two applications per agency**.
- For additional information about TDCs, see <https://www.nctcog.org/trans/funds/tip/funding-programs/transportation-development-credits-frequently-asked>.
- **In-kind contributions are not allowable to serve as a local match.** Engineering design or other project costs that are not eligible for TA funding may not be used for a local match.
- Project Sponsors providing more than the 20 percent local cash match will receive points as part of project scoring and evaluation. Qualified agencies electing to use TDCs for their local match may not use TDCs for an overmatch.

Funding Commitment: A letter or a resolution (choose one) of funding commitment from the Project Sponsor agency must be provided with all applications and must identify the funding source and amount of the local match (i.e., cash or TDCs). Non-cash donations can be used on a project but do not count towards the required local match and should not be included in the project budget. A separate funding commitment from the Project Sponsor must be provided for *each* submitted application. A template letter and resolution are available on the 2025 Call for Projects webpage.

The TA Program is *not a grant*. Awarded funds are provided on a cost reimbursement basis only. Therefore, it is important for the Project Sponsor to have adequate cash flow to accommodate the payment of 100 percent of the project costs. Applicants will be reimbursed with the Federal portion after the work has been accomplished.

Note: If the project is let for construction by TxDOT, the outstanding local match and 100 percent of any estimated cost overages will be due to TxDOT 60 days prior to advertising for construction.

Application Categories and Eligible Projects

The 2025 Transportation Alternatives Call for Projects has three application categories in which agencies may submit. Each application category uses a unique set of evaluation criteria. There is no limit on the number of unique applications an eligible Project Sponsor may submit. However, Project Sponsors submitting more than one application must rank the projects by priority. The same project application cannot be submitted in multiple categories.

- **Active Transportation Construction Projects:** The primary focus of this category is to implement shared-use path (trails) and on-street bicycle facilities reflected in [Mobility 2045 \(2022 Update\)](#). Project Sponsors are strongly encouraged to submit projects that complete segments of the Regional Veloweb trail network, connect to transit, major destinations, and/or improve the safety, access, and connectivity of the active transportation network. See **Table 3 – Active Transportation Project Evaluation Criteria and Scoring** for an overview of factors considered in the selection process.
- **Safe Routes to School (SRTS) Construction Projects:** The primary focus of this category is to implement pedestrian and bicycle infrastructure projects that improve the safety of students walking and bicycling to a primary school (grades K-8) and encourage more students to walk and bicycle to school. See **Table 4 – Safe Routes to School Construction Project Evaluation Criteria and Scoring** for an overview of factors considered in the selection process.

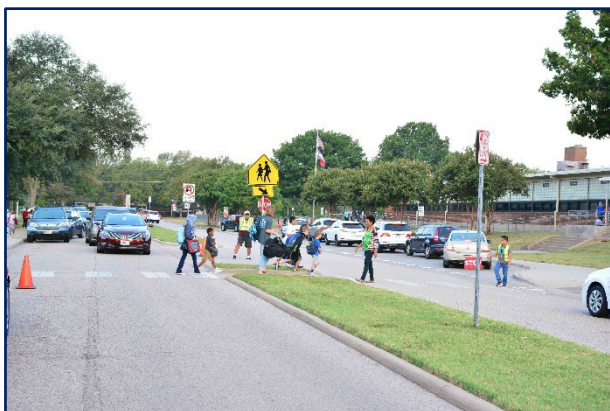
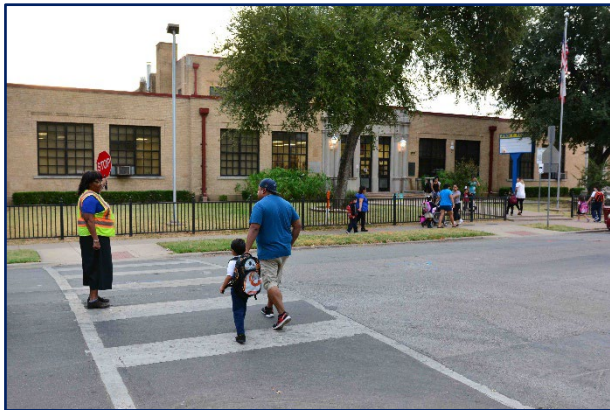
Elements of pedestrian and bicycle infrastructure may include:

- Sidewalks
- Shared-use paths (trails)
- Separated bike lanes
- Protected intersections
- Pedestrian and bicycle signalization
- Pedestrian lighting
- Curb extensions, median pedestrian refuge islands, and other crossing safety improvements
- Traffic calming features
- Signage and wayfinding for bicyclists and pedestrians
- Bicycle parking
- Pedestrian and bicycle count equipment
- Shade for pedestrians and bicyclists (as part of a larger project)
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized users

- **Safe Routes to School (SRTS) Planning:** The primary focus of this category is to develop comprehensive Safe Routes to School plans incorporating the following E's: Engineering, Education, Encouragement, Enforcement, Equity, and Evaluation, to lay the groundwork for strong SRTS infrastructure projects and activities that will enable and encourage more students to walk and bicycle to school. SRTS planning proposals must include development of multiple comprehensive SRTS plans within a geographic area(s) (city, Independent School Districts (ISD), neighborhoods, etc.). See **Table 5 – Safe Routes to School Planning Project Evaluation Criteria and Scoring** for an overview of factors considered in the selection process.

Safe Routes to School Planning proposals must include:

- Description of existing conditions analysis, including anticipated data sources
- Description of the planning process, including stakeholder engagement
- Description of coordination with relevant cities, schools, and ISDs and letter of support from ISD superintendent
- Description of the types of recommendations that will be addressed within the plans, including infrastructure improvements, programmatic solutions, and/or locations for further analysis
- Agreement to adopt the completed planning document by the Governing Body of the Local Government



Eligible Costs: For infrastructure-related projects, only construction and incidental utility relocation costs are eligible for TA funds. Project Sponsors are responsible for all costs associated with engineering/design and environmental phases.

Federal guidance states projects must be principally for transportation rather than purely recreational, have logical termini, and benefit the general public. For example, a looped trail system within a city park with no connections to a larger citywide trail network would be considered recreational and is not considered eligible for TA funds.

Other project activities that are ineligible include:

- Routine maintenance and operations
- Non-SRTS planning studies
- Software applications
- Bike share, shared micromobility, and electric bicycle equipment and operations
- Trailhead parking lots
- Roadway construction/reconstruction-focused projects primarily for automobile travel
- Mobile electronic speed radar signs
- Aesthetic enhancements
- A project requiring the acquisition of real property through the exercise of eminent domain or condemnation

Incidental costs should be kept to a minimum. The total amount for incidental construction activities (such as minor utility adjustments, minor drainage modifications, landscape placement/restoration, etc.) and approved amenities may not exceed 30 percent of the project's construction budget.

Project Evaluation and Scoring

NCTCOG staff will review each application to ensure all the required documentation has been included. Application packages failing to include any of the required documentation may be considered incomplete and not scored. Supplemental information may not be provided after the Call for Projects closing deadline. The Application Submittal Checklists at the end of the application forms include a list of all required information and documentation for each project category.

NCTCOG staff will evaluate eligible project applications using the criteria established for this call for projects and identified in Tables 2 – 4 which are informed by the policies identified in the Active Transportation chapter of Mobility 2045 (2022 Update). There are different scoring thresholds established for each project application category.

NCTCOG reserves the right to award partial funding based on project-specific factors or to combine projects into one award. Recommended projects and specific funding allocations will be made available at public meetings, as well as the Surface Transportation Technical Committee and the Regional Transportation Council. The Regional Transportation Council will make final selection of projects and funding awards.

Table 3 – Active Transportation Project Evaluation Criteria and Scoring

Category	Points	Description	Factors	Review Considerations
Regional Network Connectivity	20	Improves connectivity of <u>Mobility 2045</u> regional paths and bikeways between cities and counties or improves connectivity to the regional transit stations.	<ul style="list-style-type: none"> Implements the Regional Veloweb network, including completing gaps between existing paths and extensions of the existing network resulting in significant continuous mileage Implements a regionally significant bikeway corridor or the TxDOT Bicycle Tourism Trails Network Implements a designated local community path or on-street bikeway identified in <u>Mobility 2045</u> Implements sidewalks identified in a Routes to Rail Stations Plan or similar study 	<ul style="list-style-type: none"> Regional Trails and On-Street Bikeways data Rail Stations and half-mile radius around rail stations data
Access to Major Destinations	20	Improves connections and access to major destinations, including, employment centers, education institutions, transit stations, and/or other major activity venues with high volumes of pedestrians and/or bicyclists.	<ul style="list-style-type: none"> Implements facilities (paths, on-street bikeways, sidewalks) providing first/last mile access to regionally significant destinations 	<ul style="list-style-type: none"> Analysis of application responses
Project Readiness and Other Factors	20	Project readiness / ability to obligate funds and initiate construction quickly. Other factors related to innovation, project impact, and local match percent.	<ul style="list-style-type: none"> Status of engineering/design Likelihood that the project will advance to construction within three years Local funding overmatch Innovation Benefit versus cost Geographic distribution Project sponsor does not have a documented history failing to implement projects in a timely manner 	<ul style="list-style-type: none"> Analysis of application responses
Safety and Comfort	15	Improves safety and provides facilities for pedestrians and bicyclists with a high level of comfort suitable for users of all ages and abilities.	<ul style="list-style-type: none"> Improves safety in documented high crash areas through safety countermeasures recommended by a safety report or study such as crossings, bicycle/pedestrian signalization, traffic calming, and separate facilities for various transportation modes Increases comfort by providing physical barrier(s) for on-street bicycle facilities 	<ul style="list-style-type: none"> Bicycle & Pedestrian Crash data Analysis of application responses
Congestion Reduction	15	Shifts a high volume of short distance trips to walking and bicycling travel modes, resulting in more transportation choices and improved air quality.	<ul style="list-style-type: none"> Implements projects in areas with a high density of short trips Generates a high volume of people bicycling and walking in lieu of motor vehicle trips 	<ul style="list-style-type: none"> Density of Short Distance Trip data Forecast of bicyclist and/or pedestrian trips performed by NCTCOG staff
Equity	10	Improves access to disadvantaged populations and underserved communities.	<ul style="list-style-type: none"> Improves access to areas with greater percentages of minorities, low-income households, and/or zero-car households compared to the average for the large, urbanized areas Provides connections to important community resources, such as medical facilities, affordable housing, fresh produce, etc. 	<ul style="list-style-type: none"> Environmental Justice data Analysis of application responses
Total	100			

Table 4 – Safe Routes to School Infrastructure Project Evaluation Criteria and Scoring

Category	Points	Description	Factors	Review Considerations
Problem Identification and Solution	25	Addresses an identified problem, and the problem is significant.	<ul style="list-style-type: none"> • Identification of problem or project objective • Evidence of the problem or the issue being addressed by the project • Potential for the proposed improvement(s) to correct the problem or address the issue • Number of students that currently walk or bicycle to/from school each day 	<ul style="list-style-type: none"> • Information provided by the project sponsor on questions 6 and 9
Planning Support	20	Supported by a SRTS Plan or local planning effort.	<ul style="list-style-type: none"> • The project is supported by a Safe Routes to School plan, safety audit, or other local planning effort 	<ul style="list-style-type: none"> • Information provided by the project sponsor on question 10
Potential to Increase Walking and Bicycling	20	Likely to increase the number of students that walk or bicycle to school.	<ul style="list-style-type: none"> • Number of students that live within two miles of the school • Distance of the project improvements from the school • Other pedestrian or bicycle generators that will benefit from this project (e.g., public transit facilities, major employers, colleges, libraries, etc.) • The estimated number that will walk or bicycle after project implementation 	<ul style="list-style-type: none"> • Information provided by the project sponsor on questions 7, 9, and 11
Equity	15	Improves school access and safety for disadvantaged populations and underserved communities.	<ul style="list-style-type: none"> • Percentage of the school's students that are economically disadvantaged 	<ul style="list-style-type: none"> • Information provided by the project sponsor on question 12 • Texas Education Agency School Report Cards
Project Readiness and Other Factors	20	Project readiness / ability to obligate funds and initiate construction quickly. Other factors related to project impact and support for the project to the community.	<ul style="list-style-type: none"> • Letter of support from the school district superintendent (required) • The local municipality and/or the school has demonstrated support for walking and bicycling through events like Walk to School Day, bicycle rodeos, walk audits, etc. • A public meeting has been conducted or impacted neighbors have been notified, and there is documented neighborhood support • Status of engineering/design • Likelihood that the project will advance to construction within three years • Local funding overmatch • Innovation • Benefit versus cost • Geographic distribution 	<ul style="list-style-type: none"> • Information provided by the project sponsor on questions 13, 14, 15, 16, 17
Total	100			

Table 5 – Safe Routes to School Planning Evaluation Criteria and Scoring

Category	Points	Description	Factors	Review Considerations
Problem Identification and Solution	25	Addresses an identified problem, and the problem is significant.	<ul style="list-style-type: none"> • Identification of problem or planning project objective • Evidence of the problem or the issue being addressed by the planning project • Potential for the proposed plans to address the issues 	<ul style="list-style-type: none"> • Information provided by the planning project sponsor on questions 6 and 7
Potential to Increase Walking and Bicycling	20	Likely to increase the number of students that walk or bicycle to school.	<ul style="list-style-type: none"> • Percentage of total student enrollment that live within two miles of the school • Other pedestrian or bicycle generators that will benefit from this planning project (e.g., public transit facilities, major employers, colleges, libraries, etc.) 	<ul style="list-style-type: none"> • Information provided by the planning project sponsor on question 8
Equity	15	Improves school access and safety for disadvantaged populations and underserved communities.	<ul style="list-style-type: none"> • Percentage of the school's students that are economically disadvantaged 	<ul style="list-style-type: none"> • Information provided by the planning project sponsor on question 9 • Texas Education Agency School Report Cards
Proposed Plan Elements	20	Comprehensive review of existing SRTS issues, recommendations, and costs.	<ul style="list-style-type: none"> • Comprehensive review of existing conditions and issues • Community engagement • Recommendations address issues identified • Includes opinions of probably cost and funding strategies for implementation 	<ul style="list-style-type: none"> • Information provided by the planning project sponsor on question 10
Proposed Planning Process	20	Comprehensive planning process that includes community engagement and coordination with planning partners.	<ul style="list-style-type: none"> • Community outreach includes obtaining feedback from parents, stakeholders, and community members • Coordination with relevant planning project partners • Evidence of support from ISD and schools included 	<ul style="list-style-type: none"> • Information provided by the planning project sponsor on question 11
Total	100			

Project Implementation

Coordination with TxDOT

The Project Sponsor is required to be the implementing agency for the project. Consistent with other Federal-aid highway programs, TA funds are administered by TxDOT. After project selection by the Regional Transportation Council, the Project Sponsor may coordinate with TxDOT to determine which agency will let the project construction, though NCTCOG staff encourage those conversations occur prior to application submittal.

All Project Sponsors awarded funding who propose to manage the construction phase of the project are required to designate a “Responsible Person in Charge” (RPIC), a “Project Manager” (PM), and a “Qualified” person in accordance with TxDOT’s Local Government Project Program (LGPP). Refer to TxDOT’s Local Government Projects Toolkit for requirements: <https://www.txdot.gov/government/processes-procedures/lgp-toolkit.html>.

Through its LGPP Qualification Program, TxDOT offers a course to train and qualify individuals working on state or federally funded projects. Anyone working directly on or overseeing local government projects such as TA projects is encouraged to complete the LGPP training. For local government project guidance and training, visit TxDOT’s LGPP website: <http://www.txdot.gov/government/programs/local-government-projects.html>.

Each District Office has a Project Delivery Coordinator available to assist applicants with questions related to realistic project schedules for implementation after executing an agreement with TxDOT. The following are the TxDOT Districts points of contact:

- Dallas District: Rachael Twiggs
Email: Rachael.Twiggs@txdot.gov Phone: 214-320-6669
- Fort Worth District: Iftekhhar Ali
Email: Iftekhhar.Ali@txdot.gov Phone: 817-370-3565

Placement of Projects in the Transportation Improvement Program (TIP) and in the Statewide TIP (STIP)

Project Sponsors awarded TA funding are responsible for submitting their project to NCTCOG before the next TIP Modification deadline. The TIP and STIP require Federal Highway Administration (FHWA) approval and are updated quarterly. All TA projects must be approved in the TIP and STIP prior to TxDOT and FHWA approval of the Advanced Funding Agreement and Federal Project Authorization and Agreement for any work which the Project Sponsor is seeking federal reimbursement. Funds used for local cash match must also be in an executed agreement.

Execution of Agreements

Project Sponsors must execute an Advanced Funding Agreement (AFA) with TxDOT and comply with all federal and state procedures and requirements applicable to development of federal-aid transportation projects. The AFA must be executed by the Project Sponsor within one year of project selection. Project Sponsors are responsible for initiating contact with TxDOT to begin developing the local agreement immediately after project selection; however, projects must be identified in the federally approved STIP before TxDOT can fully execute the local agreement for the project. Project costs are not eligible for reimbursement until after the execution of a local agreement with TxDOT, the project receives environmental approval, construction plans are finalized, and the project receives authorization from TxDOT to proceed. TxDOT will also review and approve each agency's procurement procedures to meet federal requirements. All reimbursed items must be publicly procured.

Scope Modifications

Projects must be implemented consistent with the funding application as approved by the Regional Transportation Council and as included in the project agreement with TxDOT. Changes in items of work, project limits, or project scope that occur without advance TxDOT approval will not be reimbursed. The construction contractor will, in all cases, be chosen through a competitive bidding process approved by TxDOT.

Project Implementation

Per program rules, project sponsors must obligate TA funds within three fiscal years of the funding award by the RTC or the funding may be reprogrammed. TA funds for construction projects are considered obligated when a Federal Project Authorization and Agreement (FPAA) letter is received from FHWA. By completion of the FPAA, federal funds are authorized through an agreement between the FHWA and TxDOT for reimbursement of eligible costs. The FPAA is required prior to TxDOT issuing a State Letter of Authority for each phase of a project that includes federal funds. The forms commit the expenditure of federal funds. TA funds for SRTS planning studies are considered obligated when an AFA is executed.

Project Elimination

Selected projects may be eliminated from the program if:

- Implementation of the project would involve significant deviation from the activities as proposed in the application;
- The project agreement with TxDOT is not executed within one year after the project is selected by the Regional Transportation Council (by May 2026); or
- A construction contract has not been awarded or construction has not been initiated by the Project Sponsor within three fiscal years after the project is selected by the Regional Transportation Council (by August 2028).

The Regional Transportation Council reserves the right to remove funding from a project for which the local Project Sponsor is unable or unwilling to sign an agreement to implement the project or cannot provide the required minimum local match.

Additional Application Requirements

- Right-of-Way and Easements: All necessary right-of-way must be acquired before applications are submitted. If any easements still need to be acquired by the application deadline, a commitment letter by the current property owner must be included in the application package. Properties without full ownership and right-of-way documentation will be ineligible. TA funds are not eligible to be used for acquisition of right-of-way or easements. If an easement or access agreement still needs to be obtained from a public entity (such as a transit agency, water district, etc.) or utility provider with a history of permitting access to construct active transportation facilities, a commitment letter from that entity must be included in the application package. **Projects requiring easements that still need to be obtained from private property owners are not eligible under this Call for Projects.**
- TxDOT Right-of-Way: A proposed project on right-of-way maintained by TxDOT is referred to by TxDOT as “on-system” and must follow TxDOT procedures. Projects that include State right-of-way or have a direct effect on an existing State-maintained roadway must have a letter from the TxDOT District Engineer offering consent for the proposed project included with the application materials. The final project design will be subject to TxDOT approval. If awarded funding, Project Sponsors will be responsible for securing a land-use permit from TxDOT prior to construction.
 - If a project includes pedestrian lighting on State right-of-way, TxDOT’s policy dictates that such lighting must also be adequate for the adjacent roadway system. It is essential that the Project Sponsor consult with the TxDOT District Office to make sure that the project budget allows for this additional cost and that the proposed lighting meets TxDOT’s requirements.
- Railroad Right-of-Way: Advanced railroad coordination is essential for funding consideration if a project encroaches on or crosses railroad right-of-way. Obtaining railroad approval can take several months or years. **If the Project Sponsor has not been in contact with the railroad regarding a proposed project within railroad right-of-way and received written approval of the project, then the project is not eligible for funding under this Call for Projects.** Projects proposing to construct facilities for pedestrians and bicyclists along or through railroad right-of-way must include documentary evidence from the railroad granting a right of entry or an executed encroachment agreement. Letters from railroads saying they will discuss or review plans will not be sufficient.
- Multiple Jurisdictions: If a project is located in multiple jurisdictions or involves coordination with other entities to implement the project, a Letter of Consent from the Supporting Project Sponsor from a representative with signature authority is required.
- Regardless of whether the projects are located within the right-of-way of a Federal-aid highway, the treatment of projects will require project agreements, authorization from TxDOT to proceed prior to incurring costs, prevailing wage rates (Davis-Bacon), Buy America, and competitive bidding.

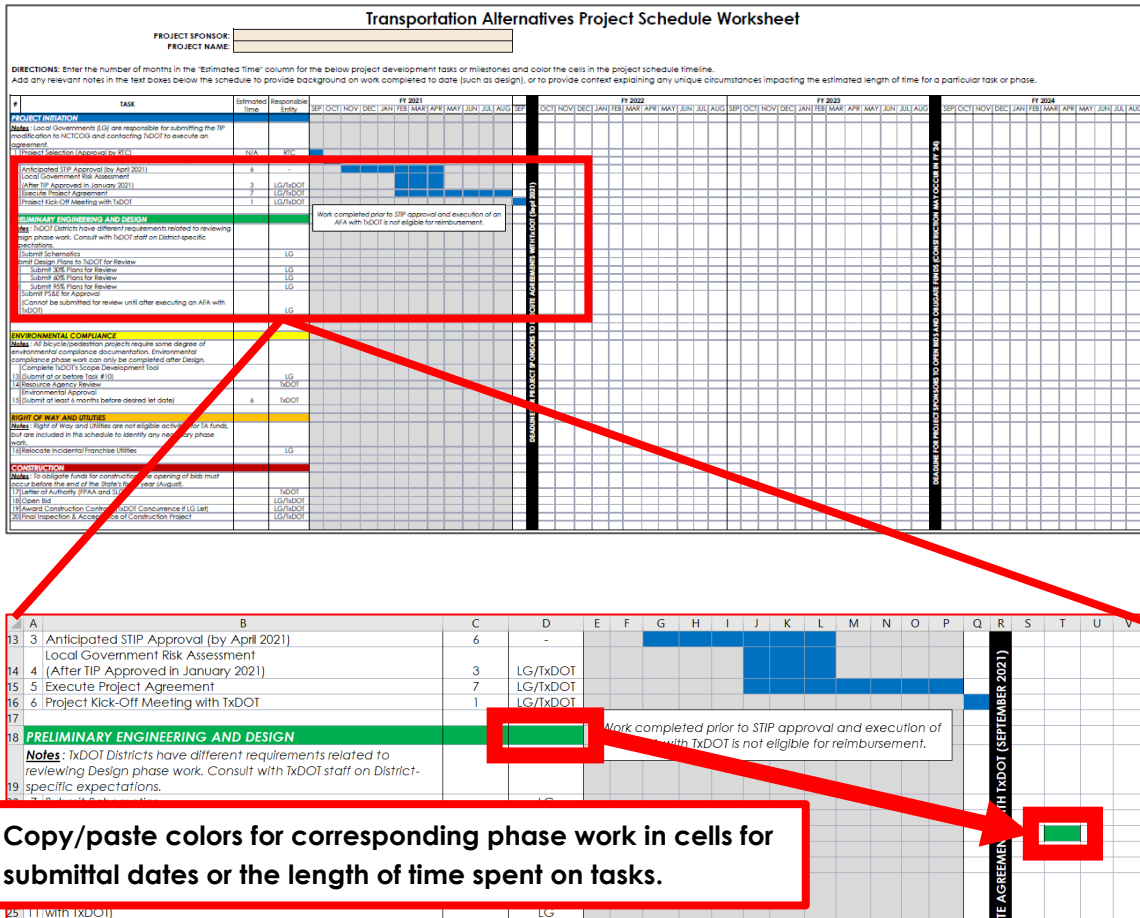
- SRTS Applications:

- *SRTS Construction applications:* If the Project Sponsor is a school district and the project involves improvements to the public right-of-way, or if the Project Sponsor is a local government and the project involves improvements on school district property, a Letter of Consent from the Supporting Project Sponsor from a representative with signature authority is required.
- *SRTS Planning applications:* A letter of support from 1) the ISD superintendent (or, if the project is primarily benefiting a private school, a top school system administrator), and 2) the school principal or designee for each school for which plans will be developed, is required for each school for which a plan will be developed.

Project Schedule

Project Sponsors are required to submit a proposed project schedule with each application. The Excel Project Schedule template is available to download on the 2025 Call for Projects webpage. With the worksheet, estimate the number of months it will take to complete the project, and approximate the time required for each task or phase by coloring in the cells. The worksheet also provides an opportunity to describe work completed to date (such as design), or to provide context explaining unique circumstances impacting the length of time estimated for a particular task or phase.

Figure 2 – Project Schedule Template



TxDOT Final Review of Plans and Specifications

As the estimated construction cost of all projects funded through this call for projects are greater than \$50,000, projects must be reviewed by a Registered Accessibility Specialist licensed by the Texas Department of Licensing and Regulation. This may require an additional two months in the review process. As a result, include a minimum of three months in the Project Schedule for TxDOT’s final plan review.

Budget Summary

The “Budget Summary” Excel worksheets **must** be completed and included in application submittals. Two versions of the Budget Summary are available, one for construction project applications and one for SRTS planning applications. Complete the Budget Summary based on the application category being submitted. Different budget forms or layouts will not be accepted. Budgets with lump sums will be deemed incomplete. Line items must include units, unit prices, and quantities. The “Itemized Construction Costs” worksheets should distinguish line items that are new construction versus rehabilitation and/or reconstruction portions of the project. Budget line items should be organized by type of work and identify the proportion of costs for utilities, mobilization, etc. Applicants are encouraged to review the “Example Itemized Costs” worksheet prior to listing itemized work activities.

Figure 3 – Example Itemized Costs

Itemized Construction Costs (EXAMPLE)					
Distinguish line items that are new construction from rehabilitation and/or reconstruction.					
Items listed below are for illustrative purposes only.					
	Work Activities	Quantity	Units	Unit Price	Amount
	NEW CONSTRUCTION				
Group Itemized General Activities	Prepare Right-Of-Way (ROW)		STA		
	Remove Existing Concrete Sidewalk		SY		
	Remove Concrete Driveways		SY		
	List Other Relevant Line Items				
Group Itemized Roadway / Facility Work	Concrete Sidewalk (6 ft. width)		SY		
	Concrete Trail (12 ft. width minimum plus 2 ft. on each side, 6 in. depth, No. 3 rebar reinforcement)		SY		
	Concrete Driveway		SY		
	Concrete Curb		LF		
	Concrete Median		SY		
	Curb Ramps		EA		
	Storm Drainage		LF		
	Inlets		EA		
	Retaining Walls		SF		
	Shared-Use Path Trail Bridge (16 ft. width)		LF		
	List Other Relevant Line Items				
Group Itemized Illumination Work	Pedestrian Illumination Fixture (in accordance with TxDOT standards)		EA		
	30 in. Dried Shaft for Illumination Fixture		LF		
	Conduit		LF		
	Electrical Conductor		LF		
	Ground Boxes		EA		
	List Other Relevant Line Items				
Group Itemized Landscape Work	Trees (in gallon)		EA		
	Irrigation System		LS		
	List Other Relevant Line Items				
Group Itemized Pavement Work	Pavement Markings		LF		
	High Visibility Crosswalk		LS		
	List Other Relevant Line Items				
Group Itemized Signal Work	Pedestrian Walk Signal / Push Buttons		LS		
	MAW/Midblock Signal		EA		
	List Other Relevant Line Items				
Group Itemized Utility Work	Utility Adjustments: Fire hydrants and utility meters		EA		
	Utility Adjustments: Water and sewer lines		LF		
	List Other Relevant Line Items				
Group Itemized Miscellaneous Work	Mobilization (%)		LS		Enter lump sums for miscellaneous work based on percentages here.
	Barricades, Signs, and Traffic Handling		MD		
	Portable Changeable Message Sign		DAY		
	TMA (Stationary)		EA		
	Miscellaneous (%)		LS		Enter lump sums for miscellaneous work based on percentages here.
	Contingencies (%)		LS		Enter lump sums for miscellaneous work based on percentages here.
	Franchise Utilities (%)		LS		Enter lump sums for miscellaneous work based on percentages here.
	List Other Relevant Line Items				
					\$0