

DIVISION OF LOCAL ASSISTANCE

Office of Project Management Oversight  
and  
Office of State Programs

# California Transportation Commission (CTC) Request for Funding Allocations/Time Extensions

April 2023



Division of Local Assistance  
California Department of Transportation



# Objectives

- CTC Programming
- CTC Meetings
- Using the LAPM 25-A
- CTC Book Items
- Notification Letters
- TUF/Extensions



**Division of Local Assistance  
California Department of Transportation**



# State Regulations

An allocation of State or Federal Funds is required for programs managed by the California Transportation Commission (CTC)



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# CTC Programs

**State Transportation  
Improvement Program  
(STIP)**

**Active Transportation  
Program  
(ATP)**

**Senate Bill 1 (SB1)**  
**Local Partnership Program (LPP)**  
**Solutions for Congested Corridors Programs (SCCP)**  
**Trade Corridor Enhancement Program (TCEP)**



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# Allocated Phases

Project Approval and Environmental Document (PA&ED)

Plans, Specifications, and Estimate (PS&E)

Right of Way (R/W)

Construction (Con)

Non-Infrastructure (NI)



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# Timely Use of Funds - Allocation

Timely Use of Funds Deadlines requires an allocation to occur within the State Fiscal Year where the funds are programmed



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# Programming – CTC Website

California Transportation Commission

About the CTC Meetings & Events Programs Reports & Resources Legislation Committees

## Programs

- [Active Transportation Program \(ATP\)](#)
- [Aeronautics Program](#)
- [California Transportation Financing Authority \(CTFA\)](#)
- [Construction Manager/General Contractor \(CM/GC\)](#)
- [Design Build Program \(DB\)](#)
- [Equity and Public Engagement](#)
- [Environmental](#)
- [Environmental Enhancement and Mitigation Program \(EEM\)](#)
- [FTA Section 5310, Elderly and Disabled Specialized Transit Program](#)
- [Grant Anticipation Revenue Vehicles Bond Financing \(GARVEE Bond Financing\)](#)
- [Local Transportation Climate Adaptation Program \(LTCAP\)](#)
- [Nondiscrimination Program](#)
- [Proposition 1A \(High Speed Passenger Train Bond Program\)](#)
- [Proposition 1B \(Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006\)](#)
- [Proposition 116 \(Clean Air and Transportation Improvement Act of 1990\)](#)
- [Public Private Partnerships \(P3\)](#)
- [Right of Way \(ROW\)](#)
- [Road Charge Technical Advisory Committee and Pilot Program \(Road Charge\)](#)
- [Senate Bill 1 \(SB 1\)](#)
  - [Accountability and Reform Measures](#)
    - [Baseline Agreements](#)
  - [Implementation Plan](#)
  - [Local Partnership Program \(LPP\)](#)
    - [Local Partnership Competitive Program](#)
    - [Local Partnership Formulaic Program](#)
  - [Local Streets and Roads Program \(LSRP\)](#)
  - [Solutions for Congested Corridors Program \(SCCP\)](#)
    - [Comprehensive Multimodal Corridor Plan Guidelines](#)
  - [Trade Corridor Enhancement Program \(TCEP\)](#)
- [Senate Bill 671 \(SB 671\)](#)
- [Short-Line Railroad Improvement Program \(SLRIP\)](#)
- [State Highway Operation and Protection Program \(SHOPP\)](#)
- [State Transportation Improvement Program \(STIP\)](#)
- [Tolling](#)
- [Traffic Congestion Relief Program \(TCRP\)](#)
- [Transit and Intercity Rail Capital Program \(TIRCP\)](#)
- [Transportation Planning](#)

<https://catc.ca.gov/programs/>



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# Programming – CTC Website

California Transportation Commission  
 2023 Active Transportation Program  
 Statewide Component  
 Staff Recommendations (\$1000s)

Reference No: 4.6  
 December 7-8, 2022  
 Attachment B

| Application ID   | Project Title  | County          | Total Project Cost | ATP Funding | 23-24     | 24-25     | 25-26     | 26-27     | PA&ED    | PS&E     | R/W      | CON       | CON NI | Project Type                 | DAC | SRTS | Final Score |
|--|--|-----------------|--------------------|-------------|-----------|-----------|-----------|-----------|----------|----------|----------|-----------|--------|------------------------------|-----|------|-------------|
| 5-Santa Barbara, City of-3                                   | Milpas Street Crosswalk Safety and Sidewalk Widening Project         | Santa Barbara   | \$ 9,995           | \$ 7,995    | \$ 1,000  | \$ 275    | \$ -      | \$ 6,720  | \$ 1,000 | \$ 275   | \$ -     | \$ 6,720  | \$ -   | Infrastructure - Medium      | Yes | Yes  | 93          |
| 3-Nevada County Transportation Commission-1                  | SR 17449/20 Roundabout and Active Transportation Safety Project      | Nevada          | \$ 6,815           | \$ 5,439    | \$ 200    | \$ 1,125  | \$ -      | \$ 4,114  | \$ 200   | \$ 900   | \$ 225   | \$ 4,114  | \$ -   | Infrastructure - Medium      | Yes | Yes  | 93          |
| 10-Stockton, City of-1                                       | Alpine Pershing Mendocino Bicycle-Pedestrian Connectivity            | San Joaquin     | \$ 6,238           | \$ 7,403    | \$ 389    | \$ 813    | \$ -      | \$ 6,201  | \$ 389   | \$ 723   | \$ 90    | \$ 6,201  | \$ -   | Infrastructure - Medium      | Yes | No   | 93          |
| 2-Redding, City of-1   | Butte Street Boogie Network Project                                  | Shasta          | \$ 8,048           | \$ 6,437    | \$ 821    | \$ 834    | \$ -      | \$ 4,782  | \$ 555   | \$ 834   | \$ -     | \$ 4,782  | \$ 266 | Infrastructure + NI - Medium | Yes | Yes  | 93          |
| 7-Los Angeles, City of-5 <sup>1</sup>                        | Wilmington Safe Streets: A People First Approach                     | Los Angeles     | \$ 40,784          | \$ 32,331   | \$ 3,823  | \$ -      | \$ 1,748  | \$ 26,760 | \$ 3,823 | \$ 1,748 | \$ -     | \$ 26,760 | \$ -   | Infrastructure - Large       | Yes | Yes  | 93          |
| 3-Paradise, Town of-4 <sup>3</sup>                           | Go Paradise: Pentz Student Pathway                                   | Butte           | \$ 23,293          | \$ 22,009   | \$ 2,098  | \$ -      | \$ 19,911 | \$ -      | \$ -     | \$ 150   | \$ 1,948 | \$ 19,911 | \$ -   | Infrastructure - Large       | Yes | No   | 93          |
| 7-Lancaster, City of-2                                       | Lancaster SRTS Master Plan - Refresh, Rebuild, Recruit, Sustain      | Los Angeles     | \$ 902             | \$ 796      | \$ 796    | \$ -      | \$ -      | \$ -      | \$ -     | \$ -     | \$ -     | \$ -      | \$ 796 | Non-Infrastructure           | Yes | Yes  | 92          |
| 10-San Joaquin County-4                                      | Harrison Elementary Active Transportation Improvements               | San Joaquin     | \$ 4,889           | \$ 3,886    | \$ 114    | \$ 556    | \$ 3,216  | \$ -      | \$ 114   | \$ 556   | \$ -     | \$ 3,216  | \$ -   | Infrastructure - Medium      | Yes | No   | 92          |
| 8-Coachella Valley Association of Governments-1 <sup>5</sup> | Coachella Valley Arts & Music Line                                   | Riverside       | \$ 46,099          | \$ 36,483   | \$ 36,483 | \$ -      | \$ -      | \$ -      | \$ -     | \$ -     | \$ -     | \$ 36,483 | \$ -   | Infrastructure + NI - Large  | Yes | Yes  | 92          |
| 11-National City, City of-3                                  | 24th Street Transit Center Connections                               | San Diego       | \$ 3,498           | \$ 3,496    | \$ 148    | \$ 445    | \$ -      | \$ 2,903  | \$ 148   | \$ 445   | \$ -     | \$ 2,903  | \$ -   | Infrastructure - Small       | Yes | No   | 92          |
| 5-San Luis Obispo, City of-1                                 | South Higuera Complete Streets Project                               | San Luis Obispo | \$ 8,817           | \$ 6,951    | \$ 6,951  | \$ -      | \$ -      | \$ -      | \$ -     | \$ -     | \$ -     | \$ 6,951  | \$ -   | Infrastructure - Medium      | Yes | Yes  | 92          |
| 6-Fresno County-1  | Del Rey Sidewalk Project   | Fresno          | \$ 3,014           | \$ 2,982    | \$ 99     | \$ 417    | \$ 61     | \$ 2,405  | \$ 99    | \$ 417   | \$ 61    | \$ 2,405  | \$ -   | Infrastructure - Small       | Yes | Yes  | 92          |
| 6-Kern County - D6-1   | Norris Pedestrian and Railroad Safety Project                        | Kern            | \$ 9,793           | \$ 8,782    | \$ 1,059  | \$ 2,302  | \$ 5,421  | \$ -      | \$ -     | \$ 1,059 | \$ 2,302 | \$ 5,421  | \$ -   | Infrastructure - Medium      | Yes | Yes  | 91          |
| 12-Orange County-1 <sup>4</sup>                              | OC Loop Segment P and Q  | Orange          | \$ 60,187          | \$ 45,921   | \$ 5,699  | \$ 40,222 | \$ -      | \$ -      | \$ -     | \$ -     | \$ 5,699 | \$ 40,222 | \$ -   | Infrastructure - Large       | Yes | No   | 91          |
| 10-Calaveras County-1  | San Andreas Pope Street and Safe Routes to School Project            | Calaveras       | \$ 9,997           | \$ 9,867    | \$ 470    | \$ -      | \$ 1,600  | \$ 7,797  | \$ 470   | \$ 1,000 | \$ 600   | \$ 7,797  | \$ -   | Infrastructure - Medium      | Yes | Yes  | 91          |
| 3-Sacramento, City of-2                                      | Envision Broadway in Oak Park  | Sacramento      | \$ 14,320          | \$ 1,101    | \$ -      | \$ 1,101  | \$ -      | \$ -      | \$ -     | \$ 1,101 | \$ -     | \$ -      | \$ -   | Infrastructure - Large       | Yes | No   | 91          |
| 6-Corcoran, City of-1  | City of Corcoran Equitable Health, Safety & Connectivity Project     | Kings           | \$ 3,500           | \$ 3,500    | \$ 50     | \$ 972    | \$ 2,478  | \$ -      | \$ 50    | \$ 520   | \$ 452   | \$ 2,478  | \$ -   | Infrastructure - Small       | Yes | Yes  | 91          |
| 3-West Sacramento, City of-1 <sup>3</sup>                    | I Street Bridge Deck Conversion for Active Transportation Project    | Yolo            | \$ 22,561          | \$ 16,029   | \$ 16,029 | \$ -      | \$ -      | \$ -      | \$ -     | \$ -     | \$ -     | \$ 16,029 | \$ -   | Infrastructure - Large       | Yes | No   | 91          |
| 2-Susanville, City of-1                                      | Riverside Drive Pedestrian and Bike Trail Project                    | Lassen          | \$ 3,111           | \$ 2,861    | \$ 400    | \$ -      | \$ 2,461  | \$ -      | \$ -     | \$ -     | \$ 400   | \$ 2,461  | \$ -   | Infrastructure - Small       | Yes | No   | 91          |
| 5-Santa Barbara, City of-1 <sup>5</sup>                      | Cliff Drive: Urban Highway to Complete Street Transformation Project | Santa Barbara   | \$ 33,991          | \$ 27,191   | \$ 1,920  | \$ 1,116  | \$ -      | \$ 24,155 | \$ 1,920 | \$ 1,086 | \$ 30    | \$ 24,087 | \$ 68  | Infrastructure + NI - Large  | Yes | Yes  | 91          |
| 7-Hawaiian Gardens, City of-1                                | Hawaiian Gardens Bicycle Master Plan                                 | Los Angeles     | \$ 370             | \$ 370      | \$ 370    | \$ -      | \$ -      | \$ -      | \$ -     | \$ -     | \$ -     | \$ -      | \$ 370 | Plan                         | Yes | No   | 91          |
| 7-Los Angeles, City of-4 <sup>3</sup>                        | Normandie Beautiful: Creating Neighborhood Connections in South LA   | Los Angeles     | \$ 27,774          | \$ 23,579   | \$ 2,740  | \$ -      | \$ 1,475  | \$ 19,364 | \$ 2,740 | \$ 1,475 | \$ -     | \$ 19,364 | \$ -   | Infrastructure - Large       | Yes | Yes  | 91          |
| 7-San Gabriel Valley Council of Governments-2                | Montebello Railroad Safety Crossings Improvements                    | Los Angeles     | \$ 7,388           | \$ 5,906    | \$ 5,906  | \$ -      | \$ -      | \$ -      | \$ -     | \$ -     | \$ -     | \$ 5,906  | \$ -   | Infrastructure - Medium      | Yes | Yes  | 91          |



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# Programming – CTC Website

| Total Project Cost | ATP Funding | 23-24    | 24-25    | 25-26     | 26-27     | PA&ED    | PS&E     | R/W      | CON       | CON NI |
|--------------------|-------------|----------|----------|-----------|-----------|----------|----------|----------|-----------|--------|
| \$ 9,995           | \$ 7,995    | \$ 1,000 | \$ 275   | \$ -      | \$ 6,720  | \$ 1,000 | \$ 275   | \$ -     | \$ 6,720  | \$ -   |
| \$ 6,815           | \$ 5,439    | \$ 200   | \$ 1,125 | \$ -      | \$ 4,114  | \$ 200   | \$ 900   | \$ 225   | \$ 4,114  | \$ -   |
| \$ 8,238           | \$ 7,403    | \$ 389   | \$ 813   | \$ -      | \$ 6,201  | \$ 389   | \$ 723   | \$ 90    | \$ 6,201  | \$ -   |
| \$ 8,048           | \$ 6,437    | \$ 821   | \$ 834   | \$ -      | \$ 4,782  | \$ 555   | \$ 834   |          | \$ 4,782  | \$ 266 |
| \$ 40,784          | \$ 32,331   | \$ 3,823 | \$ -     | \$ 1,748  | \$ 26,760 | \$ 3,823 | \$ 1,748 | \$ -     | \$ 26,760 | \$ -   |
| \$ 23,293          | \$ 22,009   | \$ 2,098 | \$ -     | \$ 19,911 | \$ -      | \$ -     | \$ 150   | \$ 1,948 | \$ 19,911 | \$ -   |



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# Programming – CTC Website

\$ in thousands

|         |       |         |
|---------|-------|---------|
| • PA&ED | 23/24 | \$555   |
| • PS&E  | 24/25 | \$834   |
| • Con   | 26/27 | \$4,782 |
| • NI    | 23/24 | \$266   |
| • Total |       | \$6,437 |



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# Programming – CTIPS

| Fund Source 1 of 1 RIP |  | Extension | VOTE DATE       | AMOUNT | PA&ED   | PRIOR | 22-23 | 23-24 | 24-25 | 25-26 | 26-27 | 27-28 | FUTURE | TOTAL |
|------------------------|--|-----------|-----------------|--------|---------|-------|-------|-------|-------|-------|-------|-------|--------|-------|
|                        |  |           | PAED 10/13/2021 | 5      | PS&E    | 5     |       |       |       |       |       |       |        | 5     |
|                        |  |           |                 |        | R/W SUP |       | 100   |       |       |       |       |       |        | 100   |
|                        |  |           |                 |        | CON SUP |       |       |       |       |       |       |       |        |       |
|                        |  |           |                 |        | R/W     |       |       |       |       |       |       |       |        |       |
|                        |  |           |                 |        | CON     |       |       | 2,000 |       |       |       |       |        | 2,000 |
|                        |  |           |                 |        | Total:  | 5     | 100   | 2,000 |       |       |       |       |        | 2,105 |

20.30.600.620 - Local Roads  
**Fund Type**  
 National Hwy System  
**Funding Agency**  
 Siskiyou County Transportation Commission

| Fund Source 1 of 1 RIP |  | Extension | VOTE DATE       | AMOUNT | PA&ED   | PRIOR | 22-23 | 23-24 | 24-25 | 25-26 | 26-27 | 27-28 | FUTURE | TOTAL |
|------------------------|--|-----------|-----------------|--------|---------|-------|-------|-------|-------|-------|-------|-------|--------|-------|
|                        |  |           | PAED 10/13/2021 | 5      | PS&E    | 5     |       |       |       |       |       |       |        | 5     |
|                        |  |           |                 |        | R/W SUP |       | 100   |       |       |       |       |       |        | 100   |
|                        |  |           |                 |        | CON SUP |       |       |       |       |       |       |       |        |       |
|                        |  |           |                 |        | R/W     |       |       |       |       |       |       |       |        |       |
|                        |  |           |                 |        | CON     |       |       | 2,000 |       |       |       |       |        | 2,000 |
|                        |  |           |                 |        | Total:  | 5     | 100   | 2,000 |       |       |       |       |        | 2,105 |

20.30.600.620 - Local Roads  
**Fund Type**  
 National Hwy System  
**Funding Agency**  
 Siskiyou County Transportation Commission

HQ Comments:  
 \*\*\*\*\* VERSION 3 - 05/09/2022 \*\*\*\*\*  
 \*\*\*\*\* RTIP Version 1 - 01/25/2022 \*\*\*\*\*  
 Adoption carry over. - aa  
 \*\*\*\*\* Version 2 - 10/18/2021 \*\*\*\*\*  
 CTC approved an allocation of \$5k RIP PA&ED FY 21/22. ? aa  
 \*\*\*\*\* VERSION 1 - 04/08/2020 \*\*\*\*\*  
 \*\*\*\*\* Version 1 - 02/28/2020 \*\*\*\*\*  
 Adoption new project per PPR 12/13/19. -ad

[/https://dot.ca.gov/programs/financial-programming/ca-transportation-improvement-program-system-ctips](https://dot.ca.gov/programs/financial-programming/ca-transportation-improvement-program-system-ctips)



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# Eligible Phases

|                   | PA&ED | PS&E | R/W | Con | NI | PPM |
|-------------------|-------|------|-----|-----|----|-----|
| STIP              | Y     | Y    | Y   | Y   | Y  | Y   |
| ATP               | Y     | Y    | Y   | Y   | Y  |     |
| LPP - Formulaic   | Y     | Y    | Y   | Y   |    |     |
| LPP - Competitive |       |      |     | Y   |    |     |
| SCCP              |       |      |     | Y   |    |     |
| TCEP              |       | Y    | Y   | Y   |    |     |



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# CTC Meeting Schedule

**2023 MEETING SCHEDULE**  
**CALIFORNIA TRANSPORTATION COMMISSION**  
Proposed June 29, 2022

JANUARY 25(W) – JANUARY 26(TH), 2023 – ROCKLIN

FEBRUARY 2023 – NO REGULARLY SCHEDULED COMMISSION MEETING

MARCH 22(W) – 23(TH), 2023 – LOS ANGELES AREA

APRIL 2022 – NO REGULARLY SCHEDULED COMMISSION MEETING  
April 12(W) & 13(TH) – Town Hall Meeting – Redding  
TBD – Joint CTC/CARB/HCD Meeting – TBD

MAY 17(W) – 18(TH), 2023 – BAY AREA

JUNE 28(W) – 29(TH), 2023 – SACRAMENTO

JULY 2023 – NO REGULARLY SCHEDULED COMMISSION MEETING

AUGUST 16(W) – 17(TH), 2023 – SAN DIEGO

SEPTEMBER 2023 – NO REGULARLY SCHEDULED COMMISSION MEETING  
September 20(W) & 21(TH) – Town Hall Meeting – San Benito

OCTOBER 18(W) – 19(TH), 2022 – CENTRAL VALLEY  
TBD – Tri-State Meeting –

NOVEMBER 2023 – NO REGULARLY SCHEDULED COMMISSION MEETING  
TBD – Joint CTC/CARB/HCD Meeting – TBD

DECEMBER 6(W) – 7(TH), 2023 – RIVERSIDE

## 2023 Meetings

January 25<sup>th</sup> and 26<sup>th</sup>

March 22<sup>nd</sup> and 23<sup>rd</sup>

May 17<sup>th</sup> and 18<sup>th</sup>

December 6<sup>th</sup> and 7<sup>th</sup>

June 28<sup>th</sup> and 29<sup>th</sup>

August 16<sup>th</sup> and 17<sup>th</sup>

October 18<sup>th</sup> and 19<sup>th</sup>

<https://dot.ca.gov/-/media/dot-media/programs/financial-programming/documents/ctc-2023-mtg-schedule-adopted-june2022-a11y.pdf>



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California Department of Transportation



# CTC Meeting Schedule

2023 PREPARATION SCHEDULE  
 CALIFORNIA TRANSPORTATION COMMISSION (CTC) MEETINGS  
 AGENDA ITEM(S) DUE DATES

Prepared by:  
 OFFICE OF CTC LIAISON  
 DIVISION OF FINANCIAL PROGRAMMING  
 CALIFORNIA DEPARTMENT OF TRANSPORTATION

As of:  
 July 2022

| 2023 California Transportation Commission (CTC) Meeting Schedule | Local Agency Submits Off System Funds Requests, Program Amendments, and Time Extensions to Caltrans Districts | District Submits On System and On System Requests to HQ Divisions | HQ Divisions Submit Final Off System and On System Requests to Budgets | Final Agenda Language Due From HQ Divisions to Office of CTC Liaison | Final Book Items Due from HQ Divisions to Office of CTC Liaison   |
|--|---|---|--|--|---|
| Date and Location:   | 10:00 AM<br>District & CTC  | 10:00 AM<br>HQ Divisions  | 5:00 PM<br>Email to HQ Budgets   | 10:00AM<br>Email to CTC Liaison                                      | 10:00 AM<br>Email to CTC Liaison<br>Email: CTC Liaison@dot.ca.gov |
| Jan 25-26 - Sacramento   | Mon, Nov 28, '22  | Mon, Dec 5, '22   | Mon, Dec 12, '22   | Wed, Dec 21, '22   | Thu, Dec 22, '22  |
| Mar 22-23 - Los Angeles  | Mon, Jan 23, '23  | Mon, Jan 30, '23  | Mon, Feb 6, '23  | Wed, Feb 15, '23   | Thu, Feb 16, '23  |
| May 17-18 - Bay Area   | Mon, Mar 20, '23  | Mon, Mar 27, '23  | Mon, Apr 3, '23  | Wed, Apr 12, '23   | Thu, Apr 13, '23  |
| June 28-29 - Sacramento  | Mon, May 1, '23   | Mon, May 8, '23   | Mon, May 15, '23   | Wed, May 24, '23   | Thu, May 25, '23  |
| Aug 16-17 - San Diego  | Mon, Jun 19, '23  | Mon, Jun 26, '23  | Mon, Jul 3, '23  | Wed, Jul 12, '23   | Thu, Jul 13, '23  |
| Oct 18-19 - Central Valley                                       | Mon, Aug 21, '23  | Mon, Aug 28, '23  | Tue, Sep 5, '23  | Wed, Sep 13, '23   | Thu, Sep 14, '23  |
| Dec 6-7 - Riverside  | Mon, Oct 9, '23   | Mon, Oct 16, '23  | Mon, Oct 23, '23   | Wed, Nov 1, '23  | Thu, Nov 2, '23   |

\* No Scheduled Meeting in: February, April, July, September, and November

<https://dot.ca.gov/-/media/dot-media/programs/financial-programming/documents/2023-prep-calendar-a11y.pdf>



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# CTC Allocations

# Questions?

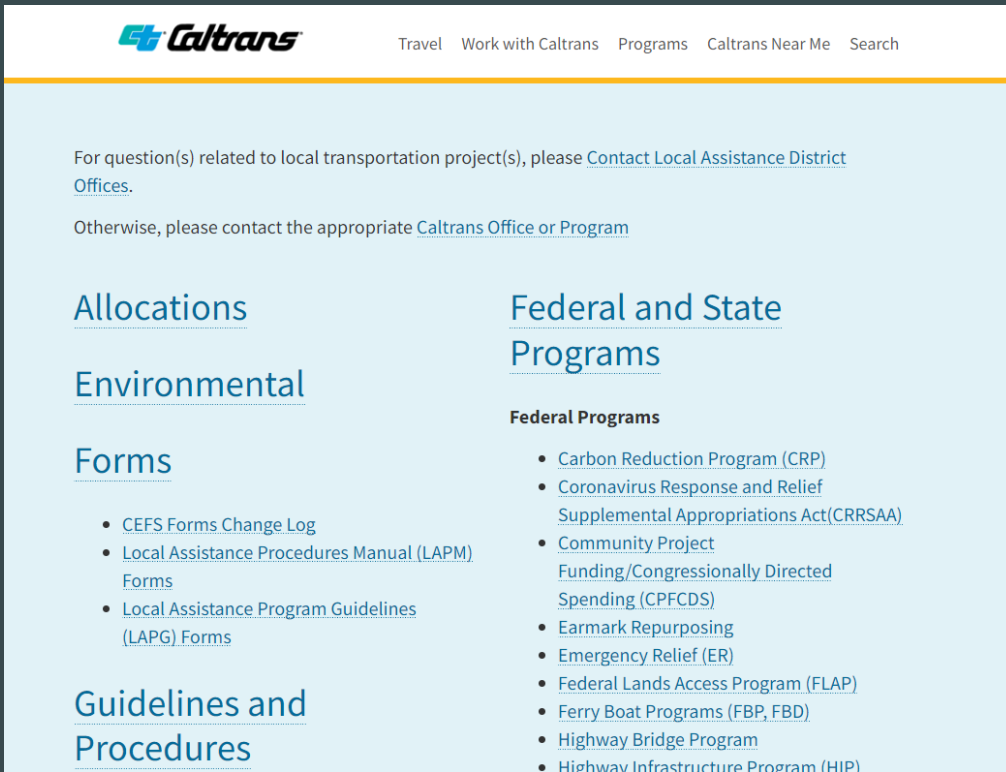


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# Allocation Request – LAPG 25-A



**Caltrans** Travel Work with Caltrans Programs Caltrans Near Me Search

For question(s) related to local transportation project(s), please [Contact Local Assistance District Offices](#).

Otherwise, please contact the appropriate [Caltrans Office or Program](#)

[Allocations](#)

[Environmental](#)

[Forms](#)

- [CEFS Forms Change Log](#)
- [Local Assistance Procedures Manual \(LAPM\) Forms](#)
- [Local Assistance Program Guidelines \(LAPG\) Forms](#)

[Guidelines and Procedures](#)

[Federal and State Programs](#)

**Federal Programs**

- [Carbon Reduction Program \(CRP\)](#)
- [Coronavirus Response and Relief Supplemental Appropriations Act\(CRRSAA\)](#)
- [Community Project Funding/Congressionally Directed Spending \(CPFCDs\)](#)
- [Earmark Repurposing](#)
- [Emergency Relief \(ER\)](#)
- [Federal Lands Access Program \(FLAP\)](#)
- [Ferry Boat Programs \(FBP, FBD\)](#)
- [Highway Bridge Program](#)
- [Highway Infrastructure Program \(HIP\)](#)

<https://dot.ca.gov/programs/local-assistance>



CALTRANS DIVISION OF  
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**Division of Local Assistance  
California Department of Transportation**





# Allocation Request – LAPG 25-A

## Chapter 25 State Programs for Local Agency Projects

|  |  |
|--|--|
| <a href="#">LAPG 25-A Allocation/Time Extension Form (PDF)</a>                                   | <a href="#">Exhibit 25-I1 Instructions – Project Programming Request (PDF)</a>             |
| <a href="#">Exhibit 25-C State-Only Finance Letter (Word)</a>                                    | <a href="#">Exhibit 25-K Local Road Rehabilitation Project Certification (Word)</a>        |
| <a href="#">Exhibit 25-D Request for Project Scope Change (Local ATP Projects) (Word)</a>        | <a href="#">Exhibit 25-L Pavement Management System (PMS) Certification (Word)</a>         |
| <a href="#">Exhibit 25-D1 Instructions – Request for Project Scope Change (PDF)</a>              | <a href="#">Exhibit 25-M Notice of SB 184 Project Start for Local STIP Projects (Word)</a> |
| <a href="#">Exhibit 25-E Request for State-Only Funding for STIP Project (Word)</a>              | <a href="#">Exhibit 25-O Award Information (Word)</a>                                      |
| <a href="#">Exhibit 25-F Request for State-Only Funding for ATP Project (Word)</a>               | <a href="#">Exhibit 25-P Plan Scope of Work (Excel)</a>                                    |
| <a href="#">Exhibit 25-G Request for Funding Distribution Change (Local ATP Projects) (Word)</a> | <a href="#">Exhibit 25-R ATP Non-Infrastructure Work Plan (Excel)</a>                      |
| <a href="#">Exhibit 25-G1 Instructions – Request for Funding</a>                                 | <a href="#">Exhibit 25-S Project Delivery Report – Local Partnership Program (Excel)</a>   |

<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-program-guidelines-forms>



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# LAPG 25-A – Basic Information

| BASIC INFORMATION  |   |
|--|---|
| <p>This data form is to be completed by the local agency. Once the information has been provided, a Request for Funding Allocation/Extension will be generated automatically. The yellow highlighted fields and the fields with red boxes are required for the dynamic form to work properly. Contact DLAE for assistance with completing this form.</p> |   |
| <b>CTC Meeting Date for Request of Action</b>  | <a href="#">View CTC Meeting Schedule</a> |
| Today's Date _____   | Federal Project Number _____              |
| Agency _____<br><small>Select from the drop-down list (a City a County);<br/>Enter agency name if not a City or County.</small>  | PPNO _____                                |
| County _____   | Advantage Project ID _____                |
| Caltrans District _____  | Assembly District(s) _____                |
|  | Senate District(s) _____                  |
| Project Location (be brief - max 180 characters)<br> <br>  |   |
| Project Description (be brief)<br> <br>  |   |
| Output/Outcome (Action taken/quantifiable benefits results) (be brief - max 180 characters)<br> <br>   |   |



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# LAPG 25-A – Funding Program

## 1. FUNDING PROGRAM

This request is for (must check one)

- STIP - State Transportation Improvement Program
- ATP - Active Transportation Program
- LPP - Local Partnership Program
- SCCP - Solutions for Congested Corridors Program
- TCEP - Trade Corridor Enhancement Program
- TCIF - Trade Corridors Improvement Fund

Choose Action Requested (must check one)

- Allocation Request
- Time Extension Request



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# LAPG 25-A – Funding Program

## 1. FUNDING PROGRAM

**This request is for (must check one)**

**STIP - State Transportation Improvement Program**

Type of this STIP project (Check one)

Infrastructure

STIP PPM (Planning, Programming, and Monitoring)

ATP - Active Transportation Program

LPP - Local Partnership Program

SCCP - Solutions for Congested Corridors Program

TCEP - Trade Corridor Enhancement Program

TCIF - Trade Corridors Improvement Fund

**Choose Action Requested (must check one)**

Allocation Request

Time Extension Request



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# LAPG 25-A – STIP Information

This is an STIP Infrastructure project.

## 1) Highway Functional Classification (Check appropriate boxes)

### A. Eligible for Federal-aid

- |   |   |
|---|---|
| <input type="checkbox"/> Urban Principal Arterial | <input type="checkbox"/> Rural Principal Arterial |
| <input type="checkbox"/> Urban Minor Arterial     | <input type="checkbox"/> Rural Minor Arterial     |
| <input type="checkbox"/> Urban Collector          | <input type="checkbox"/> Rural Major Collector    |

### B. Ineligible for Federal-aid

- |                                      |  |
|--------------------------------------|--|
| <input type="checkbox"/> Urban Local | <input type="checkbox"/> Rural Minor Collector |
|                                      | <input type="checkbox"/> Rural Local           |

## 2) Type of Project

- |  |   |
|--|---|
| <input type="checkbox"/> New highway facility              | <input type="checkbox"/> Storm Damage Repair              |
| <input type="checkbox"/> Widen existing facility           | <input type="checkbox"/> Local Road Rehabilitation        |
| <input type="checkbox"/> Pedestrian and bicycle facilities | <input type="checkbox"/> Reconstruction. Describe below   |
| <input type="checkbox"/> Soundwalls                        | <input type="checkbox"/> Transportation System Management |
| <input type="checkbox"/> Grade separation                  | <input type="checkbox"/> Safety                           |
| <input type="checkbox"/> Intermodal facilities             |   |
| <input type="checkbox"/> Other. Describe                   |   |



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# LAPG 25-A – Program Funds

| 2. PROGRAMMED FUNDS                                     |                   |             |
|---|-------------------|-------------|
| 1) Enter the amounts of programmed funds by Fiscal Year |                   |             |
| Phase   | Programmed Amount | Fiscal Year |
| PA&ED*  | \$200,000         | 2022/23     |
| Plans, Specifications & Estimate (PS&E)                 | \$900,000         | 2023/24     |
| Right of Way (RW)                                       | \$225,000         | 2023/24     |
| Construction (CON)                                      | \$3,250,000       | 2025/26     |
| Construction - Non-Infrastructure (CON-NI)**            | \$500,000         | 2024/25     |
| Total   | \$5,075,000       |             |

\*Project Approval & Environmental Document (PA&ED)  
 \*\* Plan project types included in CON-NI phase

2) Total Project Funding Plan by Fiscal Year  
 List all OTHER funding sources not provided in the above table and their anticipated fund usage by year. If there are any funding conditions, describe type of conditions, i.e., proportional split of funds across all components, STIP/ATP/SB1 funds first, etc. (If attached Project Programming Request includes this detail and it is still current, it is not necessary to repeat the information here.)

\$XXX in FY XX/XX

3) Does this project have ANY federal funds (from the program or any other funding sources)?

If yes, federal regulations, e.g. NEPA, etc., apply to all phases of this project.

Yes  
No



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# LAPG 25-A – Fund Allocation Request

**3. FUND ALLOCATION REQUEST**

**1) Allocation phase(s):** Only PS&E and RW may be requested at the same time, otherwise, check only one box. For Combined projects, allocations for the CON-NI phase must be requested on a separate LAPG 25-A.

This allocation request is for (Corresponding cell(s) in Column "This Request" in the below table will be activated after selection):

PA&ED     
  PS&E     
  RW     
  CON

**2) Amount(s) to Be Requested** - Enter the amount(s) of funds of this request and of the previous allocations:

| Component                                     | Previous | This Request | Total |
|---|----------|--------------|-------|
| PA&ED*  | \$0      |              | \$0   |
| Plans, Specifications & Estimate (PS&E)       | \$0      |              | \$0   |
| Right of Way (RW)                             | \$0      |              | \$0   |
| Construction (CON)                            | \$0      |              | \$0   |
| Construction - Non-Infrastructure (CON-NI) ** | \$0      |              | \$0   |
| Total   | \$0      | \$0          | \$0   |

\*Project Approval & Environmental Document (PA&ED)  
 \*\* Plan project types included in CON-NI phase



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# LAPG 25-A – Fund Allocation Request

**3. FUND ALLOCATION REQUEST**

1) **Allocation phase(s):** Only PS&E and RW may be requested at the same time, otherwise, check only one box. For Combined projects, allocations for the CON-NI phase must be requested on a separate LAPG 25-A.

This allocation request is for (Corresponding cell(s) in Column "This Request" in the below table will be activated after selection):

PA&ED       PS&E       RW       CON

2) **Amount(s) to Be Requested** - Enter the amount(s) of funds of this request and of the previous allocations:

| Component                                     | Previous | This Request | Total |
|---|----------|--------------|-------|
| PA&ED*  | \$0      | \$0          | \$0   |
| Plans, Specifications & Estimate (PS&E)       | \$0      |              | \$0   |
| Right of Way (RW)                             | \$0      |              | \$0   |
| Construction (CON)                            | \$0      |              | \$0   |
| Construction - Non-Infrastructure (CON-NI) ** | \$0      |              | \$0   |
| Total   | \$0      | \$0          | \$0   |

\*Project Approval & Environmental Document (PA&ED)  
 \*\* Plan project types included in CON-NI phase



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# LAPG 25-A – Fund Allocation Request

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**ALLOCATION/TIME EXTENSION FORM**  
LAPG 25-A (REV 07/2022)

Page 3 of 5

**3) Indicate type of funding to be requested (One must be checked):**

Federal/State     Federal-only     State-only

"Federal/State" "Federal-only" may be checked only if the answer to Question 3) in the last section ("Does this project have ANY federal funds?") is "Yes".



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# LAPG 25-A – Request for Advance Funding

| 4. REQUEST FOR ADVANCE OF FUNDING                               |                          |
|---|--------------------------|
| Is this request for funding programmed in a future Fiscal Year? | <input type="checkbox"/> |
| Provide justification below if yes.                             |                          |
| <div style="border: 1px solid black; height: 40px;"></div>      |                          |



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# LAPG 25-A – Additional STIP Options

## 5. REQUEST FOR ADDITIONAL STIP FUNDING

Does this request exceed the amount programmed for any component?

## 6. REIMBURSABLE WORK PRIOR TO STIP ALLOCATION (per SB184)

Was reimbursable work started prior to this request for allocation?

Indicate the actual date that work on the project component commenced, if work on this component started prior to allocation as allowed by the provisions of Government Code 14529.17, as amended by SB 184. Eligible work will be reimbursed subject to the limitations described in Government Code 14529.17.



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# LAPG 25-A – Timely Use of Funds

## 7. ESTIMATED TIMELY USE OF FUNDS DEADLINES

This request is for Project Development costs (PA&ED, PS&E). The estimated expenditure deadline for this allocation is   
(June 30th of the end of the second fiscal year after the requested approval date)

**Expenditures after this date will not be reimbursed and no adjustment will be made to the county share balance for the under-expenditure unless the CTC extends the deadline.**

This request is for Right of Way costs. The estimated expenditure deadline for this project development allocation is   
(June 30th of the end of the second fiscal year after the requested approval date)

**Expenditures after this date will not be reimbursed and no adjustment will be made to the county share balance for the under-expenditure unless the CTC extends the deadline.**



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# LAPG 25-A – Timely Use of Funds

## 7. ESTIMATED TIMELY USE OF FUNDS DEADLINES

This request is for Construction costs. The estimated award deadline for this allocation is:  
(6 months after the requested approval date)

Based on the requested funding approval date shown above, we estimate that we will award the contract on  
(if the work will be done in-house by the agency, this date should be the CTC Meeting Date for requested  
funding allocation)

Estimated expenditure deadline for this construction allocation is:  
(36 months after the estimated award date shown above)

We estimate that the contract will be completed and the project be accepted by

Based on the above, check one of the below two boxes

The project will be completed (accepted) within 36 months after the award date.

The project will NOT be completed (accepted) within 36 months after the award date.

Number of additional  
months required

Attach justification for the extra time required to complete the contract.



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# Timely Use of Funds - Rules

| Program  | Allocation                              | Project Development  | Construction Award  | Construction Completion                              |
|--|---|--|---|--|
| STIP<br>ATP<br>SB1   | Allocated by CTC in the year programmed | Expenditures must occur by end of 2 <sup>nd</sup> FY following allocation date | Projects must be awarded within 6 months from construction allocation | Projects must be completed within 36 months of Award |
| Invoicing must be submitted within 180 days of the expenditure or completion deadline. |   |  |   |  |



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# LAPM 25-A – RTPA/MPO Concurrence

## 8. RTPA/MPO CONCURRENCE

The RTPA must sign the Funding Allocation Request Letter if any of the below applies

- Will this request require approval of an exception to the policy described in the current CTC-adopted "STIP State-Only Funding Policy"?
- Will this request change the project description, scope, exceed the amount programmed, require an advance?
- Has the RTPA/MPO passed a resolution requiring their concurrence on all requests for STIP funding allocations?



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# LAPM 25-A – Status of Project

## Environmental Clearance Requirements

This allocation request must meet the CEQA requirements.

- The final CEQA determination is a categorical exemption (CE)

CE Approval Date

The final California Environmental Quality Act determination is a categorical exemption, One of two

- The final CEQA determination is NOT a CE. Has the Local Agency submitted the final CEQA environmental documentation to CTC?

Local agency needs to submit environmental documentation to support CEQA determination to: CTC, 1120 N Street, MS 52, Sacramento, CA 95814. This is required to obtain subsequent allocation approval by CTC. **Note:** Notice of Preparation (NOP) and Draft Environmental Impact Report (DEIR) should be forwarded to the CTC to allow the CTC to provide comments in its role as a responsible agency – see CEQA Lead Agency Responsibilities letter dated 4/20/2009 from Division of Local Assistance).

Please provide Resolution E#  
(E-XXXX)

Document Type

Date

This can be obtained from the CTC "Action Taken Report" at <https://dot.ca.gov/programs/financial-programming/office-of-ctc-liaison-octcl>.

- This is a Plan project. The local agency has not made a final CEQA determination. A letter, signed by the Executive Director of the CEQA Lead Agency (or their designee), explaining the Lead Agency's determination regarding CEQA, is attached.
- None of the above. This funding allocation is not ready to be requested.

This project has federal funds. This allocation request must meet the NEPA requirements.

Document Type

Approval Date



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# LAPM 25-A – Status of Project

## Right of Way Clearance Requirements

This project has federal funds and this request is for Construction. Submit a Right of Way Certification Document.

Date of RW Certification Approval



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# LAPM 25-A – Status of Project

## Readiness of Construction Advertisement

This is an allocation request for Construction (CON) or Construction Non-Infrastructure (CON-NI). Is the project ready to advertise?

Yes

No. Please provide the date the project will be ready to advertise

No because the work will be done in-house by the agency



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# LAPM 25-A – Status of Project

| Request for Allocation Funds (CTC)/Required Documents for Submittal |   |       |          |                    |        |
|---|---|-------|----------|--------------------|--------|
| #   | Documentation   | PA&ED | PS&E R/W | Construction (CON) | CON-NI |
| 1   | CTC Allocation Form<br>(For MPO/RTPA awarded projects)  | ×     | ×        | ×                  | ×      |
| 2   | LAPG Exhibit 25-C: State-Only Finance Letter<br>(State-Only Funded Projects)<br>LAPM 3-A: Project Authorization/Adjustment<br>Request (Federal Funded Projects) | ×     | ×        | ×                  | ×      |
| 3   | Copy of CTC Programming Action or CTIPS<br>showing programming of funds   | ×     | ×        | ×                  | ×      |
| 4*  | CEQA and NEPA (federally funded)  |       | ×        | ×                  | ×      |
| 5   | R/W Certification   |       |          | ×                  |        |
| 6**   | Plansheet Package (11X17 Plansheets, Cross-<br>sections and Engineer's Estimate)  |       |          | ×                  |        |
| 7   | Approved NI Workplan or Plan Scope of Work  |       |          |                    | ×      |

\*Plan projects need an environmental consideration letter  
\*\*Applicable to all Enhanced Oversight SCF Projects, Fed, and Fed/State funded projects

[Click to Generate Allocation Request](#)




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# Allocation Request



(Local LPP Projects)

Bomasur Banson  
703 B Street  
Marysville, CA 95001-0911

Date: 11/28/2022  
Federal Project Number: 5018(032)  
PPNO: 1234  
Advantage Project ID: 0323000084  
Assembly District(s): 3  
Senate District(s): 1

Dear Bomasur Banson:

City of Nevada City requests that the California Transportation Commission allocate \$400,000 of Local Partnership Program (LPP) funding for this project.

**Project Location**  
The project is located at the merging intersection Y of East Broad Street and West Broad Street.

**Project Description**  
Project consists of roadway rehabilitation of Broad Street within the project limits at the Broad Street Y intersection.

**Output/Outcome**  
Sidewalk will be widened and enhanced at intersections to provide safe, convenient and efficient pedestrian access. Rehabilitation, resurfacing will extend useful life of roadway.

**Fund Allocation Summary**

| Project Component                          | Fund Allocation (This Request) |
|--|--------------------------------|
| PA&ED*                                     | \$0                            |
| Plans, Specifications & Estimate (PS&E)    | \$0                            |
| Right of Way (RW)                          | \$0                            |
| Construction (CON)                         | \$400,000                      |
| Construction - Non-Infrastructure (CON-NI) | \$0                            |
| <b>Total</b>                               | <b>\$400,000</b>               |

\*Project Approval & Environmental Document (PA&ED)

**Total Project Funding Plan by Fiscal Year**  
List all funding sources and anticipated fund usage by year. If there are any funding conditions, describe type of conditions, i.e., proportional split of funds across all components, STIP funds first, etc. (If attached Project Programming Request includes this detail and it is still current, it is not necessary to repeat the information here.)

ADA Notice This document is available in alternative accessible formats. For more information, please contact the Forms Management Unit at (279) 234-2284, TTY 711, in writing at Forms Management Unit, 1120 N Street, MS-89, Sacramento, CA 95814, or by email at Forms.Management.Unit@dot.ca.gov.



**Type of Requested Funding**  
State-only

**Request for Advance of Funding**  
No funding advance is being requested.

**STATUS OF PROJECT**

**1. Completion of Environmental Documents:**  
CEQA Requirements  
CEQA, CEI, Approval Date: 11/28/2022  
NEPA Requirements  
This allocation request does not require NEPA.

**2. Right of Way Certification**  
Date of RW Clearance: 11/28/2022


**3. Construction Advertisement**  
This project will be ready to advertise by 12/30/2022.

**Timely Use of Funds**  
We request that CTC allocate these funds at the 01/25/2023 meeting. This request is for Construction costs. The award deadline (6 months after the requested approval date) is 07/25/2023. The expenditure deadline for this construction allocation is 36 months after the award date.

**Local Agency Certification**  
This Request for Funding allocation has been prepared in accordance with the procedures outlined in the Local Assistance Program Guidelines. I certify that the information provided in the attached checklist is accurate and correct. I understand that if the required information has not been provided this form will be returned and the funding allocation may be delayed. Please advise us as soon as the fund allocation has been approved. You may direct any questions to:

Name: Bryan McAllister Title: City Engineer  
Signature: *Bryan McAllister* Date: 11/28/21  
Phone Number: (530) 554-1326

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**Caltrans District Local Assistance Engineer Acceptance**  
I have reviewed the information submitted on the Request for Funding and agree it is complete and has been prepared in accordance with the procedures outlined in the Local Assistance Program Guidelines.

Name: Angel Araiza Title: DLAEE  
Signature: *Angel Araiza* Date: 12/5/2022  
Phone Number: (530) 565-3963

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**Division of Local Assistance**  
**California Department of Transportation**



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# CTC Book Item

State of California  
DEPARTMENT OF TRANSPORTATION

California State Transportation Commission

**MEMORANDUM**

To: CHAIR AND COMMISSIONERS  
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: December 7-8, 2022

From: STEVEN KECK, Chief Financial Officer

Reference Number: 2.5w.(1), Action Item

Prepared By: Keith Duncan, Chief  
Division of Budgets

Subject: ALLOCATION FOR LOCALLY-ADMINISTERED ACTIVE TRANSPORTATION PROGRAM PROJECTS OFF THE STATE HIGHWAY SYSTEM RESOLUTION FATP-2223-10

**ISSUE:**  
Should the California Transportation Commission (Commission) approve an allocation of \$9,261,000 for eight locally-administered Active Transportation Program (ATP) projects, off the State Highway System?

**RECOMMENDATION:**  
The California Department of Transportation recommends that the Commission approve an allocation of \$9,261,000 for eight locally-administered ATP projects, off the State Highway System.

**BACKGROUND:**  
The attached vote list describes eight locally-administered ATP projects totaling \$9,261,000. The local agencies are ready to proceed with these projects, and are requesting approval at this time.

**FINANCIAL RESOLUTION:**  
Resolved that \$9,261,000 be allocated from the Budget Act of 2021 and 2022, Budget Items 2660-102-0001, and 2660-108-0890 for eight locally-administered ATP projects described on the attached vote list.

Attachments

*"Provide a safe and reliable transportation network that serves all people and respects the environment."*

| CTC Financial Vote List  |   |   |   |              |                     | December 7-8, 2022             |
|--|---|---|---|--------------|---------------------|--------------------------------|
| 2.5 Highway Financial Matters  |   |   |   |              |                     |                                |
| Project #  | Allocation Amount   | PPNO  | Budget Year                             |              |                     |                                |
| Recipient  | Project Title   | Program/Year  | Item #                                  |              |                     |                                |
| RTPA/CTC   | Location  | Phase   | Fund Type                               |              |                     |                                |
| District-County  | Project Description   | Prgm'd Amount   | Fund Type                               | Program Code | Amount by Fund Type |                                |
| <b>2.5w.(1) Locally-Administered ATP Projects Off the State Highway System</b> |   |   |   |              |                     | <b>Resolution FATP-2223-10</b> |
| 1  | <b>Fern Bacon Middle School Safe Routes to School Improvements.</b> Martin Luther King Jr. Boulevard. from 41st Avenue to 48th Avenue, Wesley Avenue from 48th Avenue to Cuny Avenue, and Cuny Avenue from Wesley Avenue to Bowling Drive. Install sidewalks, buffered bike lanes, new crosswalks, curb paint, and signage. | 03-1802A<br>ATP/21-22<br>CONST<br>\$598,000<br>0320000115 | 2021-22<br>102-0001 GF<br>20.30.720.100 |              | \$598,000           |                                |
| \$598,000  |   |   |   |              |                     |                                |
| Sacramento County  |   |   |   |              |                     |                                |
| SACOG  |   |   |   |              |                     |                                |
| 03-Sacramento  |   |   |   |              |                     |                                |
|  | MPO   |   |   |              |                     |                                |
|  | <u>Outcome/Outputs:</u><br>1,099 feet of sidewalks and 2,900 feet of green bike conflict paint will create a safe/more comfortable route for pedestrians and cyclists.  |   |   |              |                     |                                |
|  | CEQA - CE, 12/16/2019   |   |   |              |                     |                                |
|  | Right of Way Certification: 09/01/2022  |   |   |              |                     |                                |
|  | PPNO 1802A is the infrastructure component to PPNO 1802B.   |   |   |              |                     |                                |
|  | Time extension for FY 21-22 CONST expires on 03/31/2023.  |   |   |              |                     |                                |



Division of Local Assistance  
California Department of Transportation



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# CTC Notification Letter

DEPARTMENT OF TRANSPORTATION  
Division of Local Assistance  
1120 N STREET  
P.O. BOX 942874, MS# 1  
Sacramento, CA 94274-0001  
TTY 711



December 29, 2022

Mr. Charles Ebeling  
Public Works Director  
City of Goleta  
130 Cremona Drive, Suite B  
Goleta, CA 93117

05-SB-1-GLTA  
ATPSB1L-5481(022)  
Adv Id: 0518000229  
PPNO: 05-2995  
Request No: 1

Dear Mr. Ebeling:

Your letter dated October 10, 2022 requested a fund allocation from the Active Transportation Program for the City of Goleta Design and construct a 1.4-mile multipurpose path, bike and ped bridge, undercrossings and tunnel - Along San Jose Creek and along SR 217 from PM 0.8 to 2.0. This project is programmed in the Active Transportation Program (ATP), as amended.

At their December 8, 2022 meeting, the California Transportation Commission (CTC) allocated funding in the amount(s) shown below.

The State hereby makes the following allocation on December 8, 2022, effective December 8, 2022.

Not Applicable.  
June 30, 2025.  
June 30, 2025.  
of allocation to award a contract.  
the construction or vehicle purchase  
es specified above if it finds that an  
responsible agency has occurred that justifies  
l.ca.gov/programs/local-assistance for  
Assistance Engineer (DLAE) immediately  
ackage also needs to be included with the  
is Accounting Branch. Please refer to Local  
ents of the project award package.  
bursements until an Administering Agency -  
ic program supplement are executed  
PPs and the current CTC guidelines for

CTC ATP Ltr.



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# CTC Notification Letter

| Allocation No. 2023-90 |                    | ATP                    |                             | FUND ALLOCATION    |  |
|------------------------|--------------------|------------------------|-----------------------------|--------------------|--|
| Senate District No.:   | 18                 |                        |                             |                    |  |
| Assembly District      | 35                 |                        |                             |                    |  |
|                        | Amount Programmed  | Fiscal Year Programmed | Amount Previously Allocated | This Request       |  |
| ROW                    | \$869,000          | 2021                   | \$0                         | \$869,000          |  |
| PS&E                   | \$1,800,000        | 2021                   | \$0                         | \$1,800,000        |  |
| Federal Funds          |                    |                        |                             | \$0                |  |
| State Funds            |                    |                        |                             | \$2,669,000        |  |
| <b>Total</b>           | <b>\$2,669,000</b> |                        | <b>\$0</b>                  | <b>\$2,669,000</b> |  |

This allocation makes available \$0 of federal funds\* and \$2,669,000 of State (or State-only) funds for a total of \$2,669,000.

\* A separate request for authorization to proceed (E-76) is required prior to the start of reimbursable work for projects receiving Federal funds.

The effective date of allocation serves as the authorization to proceed and establishes the date for the start of reimbursable work for State-only funded projects.

CTC ATP Ltr.



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# CTC Notification Letter

## For This Allocation:

|   |                        |
|---|------------------------|
| Funds allocated for project E & P are available for expenditure until:  | <b>Not Applicable.</b> |
| Funds allocated for project PS & E are available for expenditure until: | <b>June 30, 2025.</b>  |
| Funds allocated for project RW are available for expenditure until:     | <b>June 30, 2025.</b>  |

Funds allocated for construction -- Agency has 6 month(s) after the date of allocation to award a contract.

After award of the contract, the Agency has up to 36 months to complete the construction or vehicle purchase contract.

The Commission may grant a one-time extension to each of the deadlines specified above if it finds that an unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred that justifies the extension. Please refer to the Local Assistance website at <https://dot.ca.gov/programs/local-assistance> for additional guidance.



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# CTC Notification Letter

## For This Allocation:

Funds allocated for project E & P are available for expenditure

**Not Applicable.**

Funds allocated for project PS & E are available for expenditure

**Not Applicable.**

Funds allocated for project RW are available for expenditure

**Not Applicable.**

Funds allocated for construction -- Agency has 6 month(s) after the date of allocation to award a contract.

After award of the contract, the Agency has up to 36 months to complete the construction or vehicle purchase contract.

This allocation makes available \$0 of federal funds\* and \$400,000 of State (or State-only) funds for a total of \$400,000.

\* A separate request for authorization to proceed (E-76) is required prior to the start of reimbursable work for projects receiving Federal funds.

The effective date of allocation serves as the authorization to proceed and establishes the date for the start of reimbursable work for State-only funded projects.

CTC SB1-LPP Ltr.

Division of Local Assistance

c: Nevada LTC

Attachment: CTC Vote Box

bc: LPA

Sharon Bertozzi - HQ LPP Program Manager  
DLA AE Project Files  
District - (03) DLAE - Bomasur Banzon



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# CTC Allocations

# Questions?



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# Timely Use of Funds (TUF)

## Extensions



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# TUF Extensions - Procedures

- Verify request meets guidelines
- Must be attributed to extraordinary circumstance
- Only one extension per phase, per component
- Request when nearing deadline
- After CTC Approval, Notification Letter will be sent to the Local Agency.



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# TUF Extensions

| Phase          | STIP      | ATP       | SB1 Programs |
|----------------|-----------|-----------|--------------|
| Allocation     | 20 Months | 20 Months | 12 Months    |
| Expenditures   | 20 Months | 12 Months | 12 Months    |
| Con Award      | 20 Months | 12 Months | 12 Months    |
| Con Completion | 20 Months | 12 Months | 20 Months    |



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# TUF Extensions

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**ALLOCATION/TIME EXTENSION FORM**  
LAPG 25-A (REV 07/2022)

Page 1 of 2

## BASIC INFORMATION

This data form is to be completed by the local agency. Once the information has been provided, a Request for Funding Allocation/Extension will be generated automatically. The yellow highlighted fields and the fields with red boxes are required for the dynamic form to work properly. Contact DLAE for assistance with completing this form.

CTC Meeting Date for  
Request of Action \_\_\_\_\_

[View CTC Meeting Schedule](#)

Today's Date \_\_\_\_\_

Federal Project Number \_\_\_\_\_

Agency \_\_\_\_\_

Select from the drop-down list (a City a County);  
Enter agency name if not a City or County.

PPNO \_\_\_\_\_

County \_\_\_\_\_

Advantage Project ID \_\_\_\_\_

Caltrans District \_\_\_\_\_

Assembly District(s) \_\_\_\_\_

Senate District(s) \_\_\_\_\_

Project Location (be brief - max 180 characters)

Project Description (be brief)

Output/Outcome (Action taken/quantifiable benefits results) (be brief - max 180 characters)

# TUF Extensions

## 1. FUNDING PROGRAM

This request is for (must check one)

- STIP - State Transportation Improvement Program
- ATP - Active Transportation Program
- LPP - Local Partnership Program
- SCCP - Solutions for Congested Corridors Program
- TCEP - Trade Corridor Enhancement Program
- TCIF - Trade Corridors Improvement Fund

Choose Action Requested (must check one)

- Allocation Request
- Time Extension Request

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# TUF Extensions

## 2. TYPE OF TIME EXTENSION

### Allocation

- PA&ED
- PS&E
- RW
- CON

| What Phase(s) is the Time Extension Being Requested For? | Programmed Amount by Phase | Original Deadline | Number of Additional Months Requesting | Extended Deadline Date |
|--|----------------------------|-------------------|--|------------------------|
| Allocation, PA&ED  | \$10,000.00                | 6/30/2023         | 5                                      | 11/30/2023             |

We request that the CTC approve this request at the \_\_\_\_\_ meeting, by \_\_\_\_\_

|   |
|---|
| 1 |
| 2 |
| 3 |
| 4 |
| 5 |
| 6 |
| 7 |
| 8 |
| 9 |



# TUF Extensions

Reason for Project Delay

We request that the CTC approve this request at the \_\_\_\_\_ meeting, by \_\_\_\_\_.

Click Generate Time Extension Request

We request that the CTC approve this request at the \_\_\_\_\_ meeting, by \_\_\_\_\_.

Click Generate Time Extension Request



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# TUF Extensions - Request

## Request for Time Extension (Local ATP Projects)

Date 01/23/2023

To Paminder Singh  
1976 Dr. Martin Luther King Jr. Blvd. (95205)  
P. O. Box 2048  
Stockton, CA 95205-7015

Federal Project Number 5008(187)  
PPNO 3462  
Advantage Project ID 1020000016  
Project Type ATP Infrastructure  
Assembly District(s) 13  
Senate District(s) 5

Dear Paminder Singh:

City of Stockton requests that the California Transportation Commission extend \$1,020,000.00 of Active Transportation Program (ATP) funding for this project.

### A. Project Location

Five locations surrounding various schools from South Stockton to North Stockton.

### B. Project Description

This project will construct curb, gutter and sidewalk to close sidewalk gaps, upgrade or install curb ramps, bulb-outs and install crosswalks to complete pedestrian network at various schools.

### C. Output/Outcome

The anticipated benefit of this project is the closure of the sidewalk gaps along routes students take to walk to school.

### D. Project Element for Which Extension Requested: (Check appropriate boxes)

Allocation  Expenditure  Award  Completion (contract acceptance)

### E. Phase (Component) of Project: (Check appropriate box boxes)

Project Approval and Environmental Document  Plans, Specs, and Estimate  Right of Way  
 Construction  Construction - Non-Infrastructure

### F. Summary of Request Deadlines

| What Phase(s) is the Time Extension Being Requested For? | Programmed Amount by Phase | Original deadline | Number of Additional Months Requesting | Extended Deadline Date |
|--|----------------------------|-------------------|--|------------------------|
| Allocation, CON  | \$1,020,000.00             | 06/30/2023        | 20                                     | 02/28/2025             |

### G. Reason for Project Delay

The City is requesting to extend the CON allocation deadline to February 2025 (20 months). The City had recently submitted the funding allocation request for the PS&E and RW phase to be considered at the California Transportation Commission's March 22-23, 2023 meeting. The time extension is needed to prepare and complete the PS&E and RW phase.

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## H. Status of Project Milestones/Revised Project Milestones

| Environmental Document Type | Original Date, Anticipated Date | Revised Date, New Anticipated Date |
|-----------------------------|---------------------------------|------------------------------------|
| CEQA                        | 12/17/2020                      |                                    |
| NEPA                        | 11/05/2020                      | 12/29/2022                         |

| Right of Way Certification | Original Date, Anticipated Date | Revised Date, New Anticipated Date |
|----------------------------|---------------------------------|------------------------------------|
|                            |                                 |                                    |

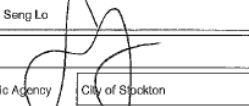
| Construction       | Original Date, Anticipated Date | Revised Date, New Anticipated Date |
|--------------------|---------------------------------|------------------------------------|
| Ready to Advertise |                                 |                                    |

### Timely Use of Funds

We request that the CTC approve this request at the March meeting, by 03/22/2023.

### Local Agency Certification

This Request for Funding allocation has been prepared in accordance with the procedures outlined in the Local Assistance Program Guidelines. I certify that the information provided in the attached checklist is accurate and correct. I understand that if the required information has not been provided this form will be returned and the funding allocation may be delayed. Please advise us as soon as the fund allocation has been approved. You may direct any questions to:

Name Seng Lo Phone Number (209) 937-8389  
Signature  Title Associate Engineer Date Jan 23, 2023  
Local Public Agency City of Stockton

### Regional Transportation Planning Agency/County Transportation Commission Concurrence:

Concurred:  
Name Ryan Niblock Phone Number (209) 235-0588  
Signature Ryan Niblock Title Deputy Director of PPR Date Jan 23, 2023  
Agency/Commission San Joaquin Council of Governments

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### Caltrans District Local Assistance Engineer Acceptance

I have reviewed the information submitted on the Request for Funding and agree it is complete and has been prepared in accordance with the procedures outlined in the Local Assistance Program Guidelines.

Name Paminder Singh Phone Number (209) 948-3689  
Signature Paminder Singh Title DLAE Date 01/23/2023

ADA Notice This document is available in alternative accessible formats. For more information, please contact the Forms Management Unit at (279) 234-2284, TTY 711, in writing at Forms Management Unit, 1120 N Street, MS-89, Sacramento, CA 95814, or by email at Forms.Management.Unit@dot.ca.gov.

# TUF Extensions Book Items

## MEMORANDUM

To: CHAIR AND COMMISSIONERS  
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: December 7-8, 2022

From: STEVEN KECK, Chief Financial Officer

Reference Number: 2.8b.(3), Action Item

Prepared By: Dee Lam, Chief  
Division of Local Assistance

Subject: REQUEST TO EXTEND THE PERIOD OF CONTRACT AWARD FOR  
LOCALLY-ADMINISTERED ACTIVE TRANSPORTATION PROJECTS,  
PER ATP GUIDELINES  
WAIVER 22-175

### ISSUE:

Should the California Transportation Commission (Commission) extend the period of contract awards for ten locally-administered Active Transportation Program (ATP) projects, for the time period shown in the attachment?

### RECOMMENDATION:

The California Department of Transportation (Department) recommends the Commission extend the period of contract award for ten locally-administered ATP projects, for the time period shown in the attachment.

### BACKGROUND:

The Commission allocated \$13,487,000 for ten locally-administered ATP projects, identified in the attachment. The responsible agencies have been unable to award the contracts within six months of allocations. The attachment describes the details of the project and the explanation for the delay. The respective agencies request an extension, and the planning agencies concur.

Current ATP Guidelines stipulate that the agencies implementing a project request a time extension if the project will not be awarded within six months of allocation. The Commission may approve waivers to the timely use of funds deadline, one-time only, for up to 12 months.

Attachment

*"Provide a safe and reliable transportation network that serves all people and respects the environment."*

Reference No.: 2.8b.(3)  
December 7- 8, 2022  
Attachment  
Page 1 of 11

### Time Extension/Waiver – Contract Award Deadline Active Transportation Program

Project Number: 1  
Applicant: City of Fresno  
County: Fresno  
District: 6  
PPNO: 6907  
Allocation Amount: \$1,556,000  
Phase: Construction  
Allocation Date: 06/30/2022  
Allocation Resolution Number: FATP-2122-29  
Number of Months Requested: 12 Months  
Extended Deadline: 12/31/2023  
Department Recommendation: Support

### Midtown Fresno Trail: McKinley Avenue Gap Closure

The City of Fresno (City) requests a 12-month time extension to the period of contract award for the Construction (CON) phase of the Midtown Fresno Trail: McKinley Avenue Gap Closure project. The City has experienced unexpected delays in awarding the contract.

The City proposes to construct a multi-use trail, Class II bicycle lanes, the Americans with Disability Act ramps, pedestrian walkways, and enhance existing crosswalks. The City received the CON allocation in June 2022, and submitted the Request for Authorization (RFA). In September 2021, the City Council enacted a policy that required a Public Labor Agreement (PLA) for all City contracts over one million dollars. The City did not anticipate this requirement when the project was programmed and during the planning phase. The City requested that the Department and the Federal Highway Administration (FHWA) use the PLA for this Federal-aid contract. This overrides the Federal-aid requirement threshold of 25 million dollars. The City has submitted the PLA for Department and FHWA approval. The City anticipates approval by September 2023. After approval of the PLA, the City will advertise and award the contract by the extended deadline.

Therefore, the City requests a 12-month time extension to award the CON phase from December 31, 2022 to December 31, 2023.

# TUF Extensions – Notification Letter

## California Department of Transportation

DIVISION OF LOCAL ASSISTANCE  
 P.O. BOX 942874, MS-1 | SACRAMENTO, CA 94274-0001  
 (916) 655-8620 | FAX (916) 654-2409 TTY 711  
[www.dot.ca.gov/programs/local-assistance](http://www.dot.ca.gov/programs/local-assistance)



December 16, 2022

Federal Project No: 6072(028)  
 Adv. Id: 042000062  
 PPNO: 04-0242M

Ivan Ramirez  
 Director  
 Contra Costa Transportation Authority  
 2999 Oak Road Suite 100  
 Walnut Creek, CA 94597

Dear Ivan,

On October 5, 2022, the Contra Costa Transportation Authority (Agency) requested a time extension for the Bollinger Canyon Road Iron Horse Trail Bike and Pedestrian Crossing project. This project is programmed in the State Transportation Improvement Program (STIP), as amended.

If the Time Extension results in the project moving beyond the active FTIP years, then the Agency must pursue amending the FTIP as required.

At their December 7-8, 2022 meeting, the California Transportation Commission (CTC) granted the following Project Contract Award Time Extension.

| December 2022 Time Extension |                           | CONTRACT AWARD TIME EXTENSION |                   |  |
|------------------------------|---------------------------|-------------------------------|-------------------|--|
| Senate District No.:         | 16                        |                               |                   |  |
| Assembly District No.:       | 07                        |                               |                   |  |
| Phase                        | Extension Length (Months) | Previous Deadline             | Extended Deadline |  |
| CON                          | 12                        | 02/28/2023                    | 02/29/2024        |  |

Your attention is directed to the Local Assistance Procedures Manual, applicable CTC guidelines and Procedures for Administering Local Grant Projects in the STIP, for detailed instructions and information.

Sincerely,

*Ashraf Habbak*

Ashraf Habbak  
 CTC Liaison and Project Delivery Supervisor and Manager  
 Office of State Programs  
 HQ Division of Local Assistance

cc: DLAE

"Provide a safe and reliable transportation network that serves all people and respects the environment"

## CTC MEETING ACTION TAKEN REPORT / REVISED ESTIMATED TIMED AGENDA December 7-8, 2022

| Tab                     | Item Description   | Ref#     | Presenter                         | Status                        | Type* | Agency* |
|-------------------------|--|----------|-----------------------------------|-------------------------------|-------|---------|
| 113<br><i>Withdrawn</i> | Request to amend the period of project allocation for the SHOPP Bridge-Rail Upgrade project, in Mendocino County, as an exception to the SHOPP Guidelines. (PPNO 46888)- Waiver 22-172, Amending Waiver 21-69 (Related Item under Ref. 2.8d.(2)) (CTC Meeting – Day 2 – 12/08/22 – 03:56:28) | 2.8a.(1) | Jaeden Gales<br>James R. Anderson | WITHDRAWN AT THE CTC MEETING. | A     | D       |

### STIP Time Extensions

| Tab | Item Description  | Ref#     | Presenter                 | Status  | Type* | Agency* |
|-----|---|----------|---------------------------|---|-------|---------|
| 114 | Request to extend the period of contract award for the locally-administer STIP Bollinger Canyon Road Iron Horse Trail Bike and Pedestrian Overcrossing Project, in Contra Costa County, per STIP Guidelines. (PPNO 0242M) Waiver 22-173 (CTC Meeting – Day 2 – 12/08/22 – 03:58:53) | 2.8b.(2) | Kacey Ruggiero<br>Dee Lam | The Commission approved this time extension, per staff recommendation and as requested for 12 months. | A     | D       |

# CTC Time Extensions

## Questions?



CALTRANS DIVISION OF  
LOCAL ASSISTANCE

Division of Local Assistance  
California Department of Transportation



# Resources

- DLA Web Site: <https://dot.ca.gov/programs/local-assistance>
- LAPG, Chapter 25 – State Programs for Local Agencies Projects
  - Allocations
  - CTC – <https://catc.ca.gov/programs>
  - Financial Programming – <https://dot.ca.gov/programs/financial-programming>



**Division of Local Assistance**  
**California Department of Transportation**

