



June 18, 2020

Revitalizing Main Streets FY 2021 Projects

Eligibility Rules and Selection Process

Program Purpose

The Revitalizing Main Streets Program was developed by the Colorado Department of Transportation (CDOT) and other state agency partners to support infrastructure projects that provide open spaces for mobility, community activities and economic development in the wake of the COVID-19 emergency. These quick-win activities will improve safety and create new community spaces to encourage healthy activity and mobility in Colorado's towns and cities.

Program Goals

Coloradans must work together to protect health and improve the economy, air quality, equity, and quality of life as we come out of the Stay at Home and Safer at Home Orders and seek to prevent recurrences for the next year or more while vaccines or other solutions are being developed. This program builds on other state efforts to help communities provide safe spaces for all to walk, bike and dine.

- Protect public health by encouraging social distancing and active transportation.
- Support economic development by allowing private enterprise to operate safely until a vaccine is found.
- Imagine innovative uses of public spaces to accommodate our new reality.
- Support community access to the right of way that safely accommodates all modes of travel.
- Provide safe access to opportunity and mobility for residents of all ages, incomes and abilities, including vulnerable users.

Applicant Eligibility Requirements

- Eligible applicants include local governments and other transit or governmental entities. Private, for-profit companies (e.g. contractors, suppliers, consultants, or other businesses), nonprofits and transportation management associations/organizations (TMA/Os) are not eligible applicants for projects but may partner or be a sub-recipient of a governmental agency.

Project Eligibility Requirements

Funding Background

These projects will be funded from the state portion of the S.B. 1 Multimodal Options Fund.





Eligible Project Locations

- All projects within the State of Colorado will be considered, with approval from local and State authorities.

Eligible Project Types

Applicants must consider the program goals in developing project concepts. This program is intentionally broad in scope to capture the innovative ideas to encourage healthy communities in the COVID-19 crisis. Funding can be used for capital, equipment and operating purposes. A non-exhaustive list of example project types is included below (see additional resources on page 4):

- Repurpose select streets or parts of streets for biking or walking
- Expand sidewalks to allow for activities such as dining or walking
- Converting streets to one-way to create space for community use
- Weekend-only use of streets for bike/ped only access
- Reduced speed limits to allow for safer walking and biking

Funding Requirements

Because of the urgent nature of the COVID response, applications will be accepted and reviewed on a rolling basis, and **all eligible and funded projects must be able to begin activities within 30 days of an executed contract.**

There is no minimum project amount, and individual applications shall not request more than \$50,000 from the initial round of the program, excluding match. There may be additional phases of the program in which an entity may request additional funding. Applicants should itemize budgets related to the amount that they are requesting, including identifying how they would utilize partial awards to execute some or all of the proposed project.

A minimum 10% match, cash or in-kind, will be required. Additional matched or leveraged commitments, whether cash or in-kind, are encouraged and given additional consideration within the scoring criteria. The 10% match must be incurred after a contract is executed; documentation will be required with invoicing.

Application Process

Applications should be submitted along with letters of support from impacted or participating entities. Projects requiring CDOT concurrence (projects on a state highway or within the state rights-of-way) must also apply for a Special Use Permit (more details on page 3), simultaneous with the application submittal. Projects requiring local agency concurrence (projects involving transit service, facilities, maintenance, within rights-of-way, or otherwise in need of involvement) must provide an official agency response with the application submittal.

Project Funding Evaluation and Selection Process

CDOT will review applications on a rolling basis in order to move quickly on contracting and implementation.





CDOT will establish an internal scoring and selection panel to assist with scoring and evaluating projects. Participants may include staff from various CDOT and state agency divisions:

- CDOT Division of Transportation Development
- CDOT Region representatives (Traffic and Engineering)
- CDPHE Representative
- CEO Representative
- DOLA Representative

Each member of the panel will review the applications and assign points to the criteria based on information contained in the project application forms. Projects meeting the minimum criteria and scoring by all reviewers will be approved for funding.

Evaluation Criteria

Category	Weight (%)
Public health	30
Active transportation safety	30
Equity and access for low-income and disadvantaged users	10
Other considerations: Innovation, Speed, Scalability, Benefit-Cost, Regional Equity, etc.	5
Public Support/Local Match	5
Readiness	20

- All project scopes of work are subject to review and approval by CDOT. The submitted and approved project scope becomes the work that the applicant at a minimum must complete.
- Each applicant awarded funds will enter into an agreement with the Colorado Department of Transportation (CDOT) to implement the project depending on the type, location and other characteristics of the project. CDOT is the ultimate steward of these state funds. Among other requirements in the agreement, CDOT will specify requirements for status reporting and reimbursement requests.
- Among other requirements in the agreement, approved applicants will be required to report data on utilization, safety, delivery and traffic implications of the awarded project.
- Select applicants may be required to attend a post-project debrief with CDOT and other state agency staff.
- This is a reimbursement program, meaning grantees must submit invoices to CDOT to then be reimbursed for project activity costs included in this application. **Expenses incurred before contract execution are not eligible for reimbursement.** However, ongoing, future expenses for project continuation are eligible for this program's funding.





- Projects must commence within 30 days of contract execution.
- If the applicant intends to use State Right-Of-Way as part of their Revitalizing Main Streets application, a special use permit will be required. This special use permit may require you to submit the following if applicable: concept plan, anticipated traffic impacts, planned detour routes, positive protection for pedestrian, freight and ADA accommodations. The special use permit will also provide duration of permit and information for extension if requested by the applicant. The online permit can be found at the following link:
<https://www.codot.gov/business/permits/utilitiesspecialuse/online-permit-application>

Once the online permit is submitted please email your region contact below. Include the application reference number in the communication.

R1- Kirk Allen (303) 757-9531

R2- Valerie Sword (719) 546-5407

R3- Joseph Carter (970) 683-6209

R4- Tim Bilobran (970) 302-4022

R5- Randee Reider at (970) 385-3630

- Applicants will work with CDOT, CDPHE and FHWA/FTA (as appropriate) to ensure that the project is being implemented in accordance with state and federal requirements (including state and local public health orders).

[Additional Suggested Resources:](#)

CDOT Permitting:

<https://www.codot.gov/business/permits/utilitiesspecialuse/online-permit-application>

Colorado Downtown Streets: <https://cdola.colorado.gov/colorado-downtown-streets>

National Association of City Transportation Officials (NACTO) Streets for Pandemic Response and Recovery: <https://nacto.org/streets-for-pandemic-response-recovery/>





APPLICATION OVERVIEW

The Revitalizing Main Streets Program opened on June 18, 2020. **Applications are being accepted on a rolling basis, until funds are exhausted or otherwise suspended by CDOT.** Please submit your application to dot_CanDoCdot@state.co.us at CDOT.

- The application must be affirmed by either the applicant's City or County Manager or Chief Elected Official (Mayor or County Commission Chair) for local governments, or agency director or equivalent for other applicants.
- If you are submitting more than one project for consideration, please submit a separate application for each.

APPLICATION OUTLINE

Part 1 | Project Information

Applicants will enter basic information for their *project/plan* (hereafter referred to as *project*) in Part 1, including a Problem Statement, project description, and concurrence documentation from CDOT and/or local agency, if applicable. Part 1 will not be scored.

Part 2 | Financial Information, Evaluation Criteria, Questions and Scoring

This part includes sections for the **applicant to provide qualitative and quantitative responses** to use for scoring projects. To learn more about how projects will be scored, please see above.





Part 1 Project Information

1. Project Title

2. Project Type

3. Project *Start/End* points or Geographic Area

Provide a map with submittal that includes the project location.

4. Project Applicant

5. Project Contact Person, Title, Phone Number, and Email

6. Does this project touch CDOT Right-of-Way, involve a CDOT roadway, access transit agency property or request transit agency involvement to operate service?

Yes No

If yes, please ensure that you have submitted a [Special Use Permit](#)

7. **Project Overview** (concise abstract limited to 500 characters)

8. **Project Description.** Describe your project and what it is going to do. Do not include background information or justification language. Please only include details specific to the work that will occur as part of this project. (limited to 1,500 characters)





9. Define the **scope** and **specific elements** of the project. Each task should start with a title and follow with a description.

Task 1:

Task 2:

Task 3:

Task 4:

Task 5:

10. Is the project scalable, and/or do project components have independent utility? Accordingly, would a smaller amount than requested be acceptable, while maintaining the original intent of the project?

Yes No

If yes, define smaller meaningful limits, size, or scopes, along with the cost for each, if the project is scalable.





Part 2 Financial Information, Evaluation Criteria, and Scoring

Financial Information

1. Total Project Cost (Requested grant funds + 10% match; total of #2 and #3 below)	\$	
2. Total amount of funding request (maximum \$50,000 per request)	\$	Percent of grant funding request
<p>3. Description and amount of local cash or in-kind match (10% of the grant funding request listed in #2)</p> <p><i>Additional leveraged funds can be explained in the application, but past expenses cannot be not included in the match.</i></p>		
<p>4. By checking this box, the applicant’s President, Chief Executive Officer, Chief Elected Official (Mayor or County Commission Chair) or City/County Manager for local governments or Agency Director or equivalent for others, has certified it allows this project request to be submitted for funding and will follow all CDOT policies and state and federal regulations when completing this project, if funded.</p>		

Please provide a breakdown of how you plan to spend the <u>grant funds</u> based on the tasks you identified in Part One.	Cost
TOTAL:	





Evaluation Criteria, Questions, and Scoring

A. Public health, multimodal safety and access

Provide **qualitative and quantitative** responses to the following questions on the significance of the proposed project.

1. How does this project help to promote public health in the wake of the COVID-19 emergency?

2. How specifically does the project improve mobility and safety?

3. Describe how this project would be implemented and what communities it would serve.





4. Does this project promote active transportation and/or economic development? Please describe.

5. How will the project support low-income and vulnerable communities impacted by COVID-19? Include details on enforcement plans and how they will take these communities into consideration.

6. Identify any aspects of the project that would involve new technologies or innovative methods.

7. Describe what infrastructure changes would be required, how quickly they could be implemented, and how this will be promoted.





8. Describe how the project will **expand access to economic opportunity** for residents of all ages, incomes and abilities.

B. Public support, readiness, and local match

Provide **qualitative and quantitative** responses to the following questions on the level of support, readiness and matching funds for the project.

1. Does the proposed project cross and/or benefit multiple **municipalities**? If yes, which ones and how? Please indicate whether these municipalities approve of this project if it impacts their right-of-way.
2. Describe any environmental clearance work that will be required as part of this project. Those using state right-of way will be able to utilize the statewide environmental clearance already in place (Form 128), so no additional environmental clearance work will be necessary.
3. Who will lead construction and traffic operations for this project, if applicable?





4. Please identify how quickly this project could commence once the contract is executed.

5. Please describe how the community has been engaged to inform the location, design or intent of the project (i.e. surveys, past or current planning processes)?

6. Describe any proposed changes to maintenance or ownership of any assets or facilities after construction, if applicable.

7. How the project would be used to collect input on long term public health, transportation or economic development goals?

