

Transportation Demand Management Grants Frequently Asked Questions

This document addresses both the Innovation and Seed Funding grant opportunities.

Table of Contents

Transportation Demand Management Grants	1
1.1 Deadlines	1
1.2 Match	2
1.3 Programmatic Questions	2
1.4 Application Guidelines (specific to how to complete app)	3
1.5 Applicant Eligibility (Related to which applicants are Eligible)	3
1.6 Eligible Expenses (related to specific expenses)	4
1.7 Timing	4

Transportation Demand Management: Innovation and Seed Funding Grants

1.1 Deadlines

1. *When are the grant applications due?*

Applications are due May 18, 2022 by 11:59 PM.

2. *When will awards be announced?*

Awards will be announced in Summer 2022.

1.2 Match

1. *What are the required matching funds?*

A 20 percent cash or in-kind match is required.

2. Can these grant funds be used as a match on a federal project?

Yes, if the project has not started yet, the scope and budget can be adjusted to include these funds at a match. While these are state funded grants, if used to match a federal project, these funds would also need to adhere to all federal regulations.

3. We've already implemented a project, can those funds be used for our match requirement?

No, the match expenses must be incurred after a purchase order with CDOT is executed. Documentation will be required with invoicing.

4. If the grantee is receiving other grant funding, can these funds count toward the local match requirement?

Yes, if these funds are state or local funds.

5. Can worker volunteer time be counted towards matching funds?

Volunteer time may be counted towards matching funds using the estimated national value of volunteer time. Please report the hours worked by volunteers on the invoice in lieu of traditional staff hours, showing time worked and the value of that time.

6. Can the value of donated materials be counted towards matching funds?

Value on donated materials may or may not be counted towards matching funds depending on when the items were donated. If the materials were donated prior to project commencement, they would be considered ineligible for match because they would be counted as a cost previously incurred, and the grant cannot reimburse applicants for prior expenses.

1.3 Programmatic Questions

1. What is meant by transportation demand management (TDM)?

Managing demand is about providing travelers - regardless of whether they drive alone - with travel choices, such as work location, route, time of travel and mode. In the broadest sense, demand management is defined as providing travelers with effective choices to improve travel reliability.

2. Can a single applicant submit multiple applications?

Applicants may submit only one application per opportunity - i.e. one Innovation and/or one Seed Funding application.

3. Are there plans for continuing this funding in future?

Another round of funding is expected to be released in the 2023 fiscal year. Further details will be announced later this Summer.

4. What is the procurement process for these grant funds?

In an effort to adhere to high ethical standards of procurement and to support the implementation of the TDM Grant Program, CDOT strongly encourages the use of local vendors and contractors who have been solicited and/or vetted via a competitive solicitation process. Local procurement processes can be used.

5. How is the funding dispersed?

The applicant will

1. Apply
2. Be awarded funds if they pass the 80 scoring threshold
3. Submit periodic invoices for the reimbursement of eligible expenses under the purchase order throughout the grant period
4. Be paid as a CDOT vendor

6. Are these funds subject to federal funding requirements?

No, as these are not federal funds.

1.4 Application Guidelines (specific to how to complete app)

1. Is there a word limit for each response?

A few question boxes state character limits, but if a limit is not stated then applicants may use as many words as they feel necessary. Please keep in mind that the committee will be reviewing multiple applications, so concise applications are appreciated.

1.5 Applicant Eligibility (Related to which applicants are Eligible)

1. What does partnership look like in the context of a joint application?

One of the partners (the main applicant) will complete the application, but the application could/should include the other local partners who would be helping to complete the project. CDOT will contract with the main applicant, which will receive the funds. Please note that due to the level of funding and this being a statewide call, we are only allowing each applicant to submit one application, regardless of whether they were a primary or secondary partner on another submittal.

2. Do I need certification from the local government in which the project is taking place? What does this look like?

If the project cannot be completed without local government cooperation, applicants are required to submit certification from the jurisdiction in question in the form of a letter of support for the project. In

the case of Seed Funding applications, this certification is required for all projects led by a non-governmental entity.

3. What organization types are eligible to submit an application?

All organization types are eligible to apply for the Innovation funding opportunity. The Seed Funding opportunity is limited to governmental agencies, transit agencies, and non-profit organizations.

1.6 Eligible Expenses (related to specific expenses)

1. Can Innovation grant funds be used to provide incentives?

Yes, if:

- There is a clear nexus between the incentive and influencing travel behavior.
- There is a clear process for documenting incentives, ensuring their intended use, and measuring their effectiveness vs. a baseline.

2. Can Seed Funding grant funds be used for planning, design, or public outreach?

Yes, however, the evaluation criteria consider the applicant's readiness to complete the project within the two-year timeframe and the evidence of need and long-term sustainability at the time of submission.

1.7 Timing

1. Given that the application period starts April 18th, will it be first-come, first-served or will all applications be reviewed together after the window closes on 5/18?

All applications will be reviewed when the window closes.