**Strategic Transportation Demand Management (TDM) Innovation Grants**

**Calendar Year 2024 Round 1 Projects**

**Application Form**

**APPLICATION OVERVIEW**

The **Strategic TDM Innovation Grant was released January 5, 2024**. **Applications are due by March 29, 2024.** Please submit your application to [dot\_innovativemobility@state.co.us](mailto:dot_innovativemobility@state.co.us).

● Further details on project eligibility, evaluation criteria, and selection process are defined on the [program website](https://www.codot.gov/programs/innovativemobility/grants).

* For technical questions, please contact the Office of Innovative Mobility inbox ([dot\_innovativemobility@state.co.us](mailto:dot_innovativemobility@state.co.us)).

**APPLICATION OUTLINE**

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| **Part 1** | **Project Information** |

Applicants will enter basic information for their project, including a project description and the details of their grant request.

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| **Part 2** | **Evaluation Criteria, Questions, and Scoring** |

Applicants will provide information reconciling their project with the grant evaluation criteria. To learn more about scoring for the TDM Innovation applications, please see the Rules and Selection Criteria document.

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| **Part 3** | **Performance Measurement** |

Applicants will provide performance measures tailored to their proposals.

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| Part 1 | Program Information |
| A. General Information | |
| 1. Program Title |  |
| 2. Applicant Organization Name, Type |  |
| 3. Applicant Address |  |
| 4. What is the geographic target area (overall and/or specific sites) for the project? Provide a map of the service area noting specific sites if applicable. |  |
| 5. Intended Audience (i.e. employees, employers, residents, etc.) |  |
| 6. Project Contact Person, Title, Phone Number, and Email |  |
| 7. **Project Summary** (concise abstract limited to 500 characters) | |
| 8. **Project Description** Describe your project and what it intends to achieve. Please only include details specific to the work that will occur as part of this project. (limited to 1,500 characters) | |

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| B. Project Financial Information and Funding Request | |
| **Total project cost** (grant funding request + 20% match) | **$** |
| **Description and amount of cash or in-kind match** (20% of grant funding request)  20% match strongly encouraged but not required | **$** |
| **Total amount of grant funding request**  Minimum Request: $20,000.00  Maximum Request: $50,000.00 | **$** |

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| **Please provide a breakdown of how you plan to spend the grant funds based on the tasks you identify in Part 2, Section A, Question 2.** | **Cost** |
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| **TOTAL GRANT REQUEST:** |  |

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| 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. |  |

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| Part 2 | Evaluation Criteria, Questions, and Scoring | | |
| A. Project Implementation | | | |
| **1. Identify the project objectives.** In a clear and concise response, answer the following questions:   * 1. What are the specific, measurable goals that your project will achieve?   2. How will you measure the success of your project?   3. What are the benefits of achieving these goals? | | | |
| **2. Project Tasks, Schedule, and Scope** Identify the key tasks you will complete in order to successfully implement and finish your project, from initiation to completion. Include any important milestones or go/no-go decision points. Consider the following questions when writing descriptions:   * 1. What are the potential risks and challenges to the project?   2. How will you mitigate these risks and challenges? | | | |
| **Task #** | **Task** | **Expected Timeline (Use Grant Notice to Proceed as Start Date)** | **Description** |
| Task 1: |  |  |  |
| Task 2. |  |  |  |
| Task 3: |  |  |  |
| Task 4: |  |  |  |
| Task 5: |  |  |  |
| Task 6: |  |  |  |
| Task 7: |  |  |  |
| B. Project Evaluation | | | |
| **i. Trip Reduction Impact (25%)**  *What we’re assessing:* What is the project’s potential to reduce trips, both within the grant period and in the long-term, by demonstrating a new approach or technology? | | | |
| **1. Define how the tasks and scope identified in Part A will advance efforts to reduce single occupancy vehicle trips/miles traveled, congestion, and greenhouse gas emissions both i] during the grant period and ii] in the long-term.** Provide any supporting evidence for the efficacy of the proposed project design, referring to examples of successful implementation or supporting research, or providing your own additional reasoning. Consider the following as much as they are relevant to your application:   1. Be specific about the types of trips that the project will reduce. For example, will the project reduce commute trips, shopping trips, or leisure trips? 2. Quantify the expected reduction in trips. For example, the project could aim to reduce single-occupancy vehicle trips among a specific population by 10%. 3. Provide evidence to support the claim that the project will reduce trips. This evidence could include data from similar projects, expert opinions, or modeling results. 4. Discuss the long-term impact of the project. How will the project continue to reduce trips after the grant period ends? | | | |
| **2. How does the project address the specific transportation challenges and needs identified for the targeted community, region, or population?** Consider the following in your response:   1. Identify the specific transportation challenges and needs of the targeted community, region, or population. For example, are residents struggling with traffic congestion, high fuel prices, or lack of access to public transportation? 2. Explain how the project will address these challenges and needs. For example, the project could provide free or discounted transit passes, build new bike lanes, or offer carpool matching services. | | | |
| **3. How does the proposed project represent an efficient use of state funding?** In responding, please refer where applicable to the project’s geographic scale, the expected number of beneficiaries/participants, and the use of partnerships and/or other strategies to maximize the impact of the project’s interventions. | | | |
| **ii. Level of Innovation (25%)**  *What we’re assessing:* To what extent does the project meet one or more of the criteria for innovation?  **Project proposals must meet at least one of the minimum criteria for innovation:**   * **Demonstrates** a technology or approach that is new to the region, application, or audience. * **Expands** a technology or approach from a limited pilot to a wider geography, application, or audience. * **Scales** existing, proven approaches, programs, and/or technologies to a regional or statewide scale through the use of partnerships. | | | |
| **4. Clearly and concisely describe the innovative features of the project.** Explain how the project is new or different from other projects that have been done before. Highlight the potential benefits of the project's innovative features. | | | |
| **5. Does the project leverage or expand an existing partnership or form a new partnership?** If yes, please provide letters of support from these entities. Does the partnership enable the participating entities to reach new geographies or audiences, or to take advantage of the entities’ specialized knowledge/expertise? | | | |
| **6. Does the proposed project address one or more of the identified gap areas in existing TDM practice or knowledge?** If yes, identify the gaps addressed and explain how the project will address those gaps. Be specific and provide evidence to support your claims.   1. Low-income and shift workers 2. Rural communities 3. Recreation 4. Multi-modal transportation 5. Climate change 6. Medical transportation 7. The future of work 8. Other (identify and describe) | | | |
| **iii. Project and Applicant Readiness (20%)**  *What we’re assessing:* What is the project’s likelihood of success, given the readiness demonstrated by the applicant’s expertise, project plan and timeline (Part 2.A.), budget (Part 1.B.), and partnerships? | | | |
| **7. Describe how you intend to deliver this project on time and within budget. This could include information on the project's schedule, milestones, and budget.** Describe any specific elements of the project design or management approach that will help to ensure the successful implementation of the project. For example, the project could use a phased approach, have a contingency plan, or involve a team of experts. What steps will the applicant take to work effectively with project partners and CDOT? This could include information on the communication plan, the conflict resolution process, and the roles and responsibilities of each party. | | | |
| **8. To what extent do the applicant and its partners have the necessary expertise to deliver the project as identified? This could include information on the applicant's staff, track record, and references.** What projects of an equivalent scale and scope has the applicant/its partners successfully implemented? | | | |
| **iv. Equity (10%)**  *What we’re assessing:* To what extent does the project consider and address underserved populations? | | | |
| **9. Has the project considered the needs of low-income, minority, disabled, youth, senior, and/or populations that are typically most burdened by a lack of transportation options?** Describe the potential of this project and any approaches/technologies it demonstrates to improve transportation access, outcomes, or choices for the identified populations. How has equity been integrated into the program design and the approach to implementation?  Consider the following in your response:   * 1. Is the project location within a Disproportionately Impacted and/or Low-Income (DI / LI) Community? ☐ Yes ☐ No * How to answer this question: Please find the project location on the [EnviroScreen map](https://teeo-cdphe.shinyapps.io/COEnviroScreen_English/#map). Guidance regarding how to use the tool is here: [EnviroScreen Tool Directions](https://drive.google.com/file/d/1YZ2sx_mOtzLK7uf6bPnXcDBGvnubv7dG/view?usp=sharing) (located in the RMS Google Drive Folder) for how to complete this analysis.   1. If yes, describe this population, their history, and how the project will support and benefit these communities? | | | |
| **v. Long-Term Impact (20%)**  *What we’re assessing:* What steps will the applicant take to disseminate their findings and ensure the continuing impact of the project? How is this built into their overall project design and approach? | | | |
| **10. Describe the potential of this project and any approaches/technologies it demonstrates to be scaled and to influence statewide best practice.** How will scalability and/or replicability be integrated into the applicant’s approach to project implementation? | | | |
| **11. Identify the audience(s) that may benefit from the demonstration of the approaches/technologies/etc. demonstrated by the proposed project.** What kinds of entities can derive utility from the project’s findings in addressing their own challenges or program designs? What areas of practice could be influenced? What methods will the project team use to reach its target audiences? | | | |
| **12. What specific steps will you take to promote the long-term impact of the project and to disseminate the findings, lessons learned, and demonstrated approaches?** This could include producing a case study, creating a toolkit, sharing out your findings among relevant audiences, etc. What timeline will be followed for disseminating findings? How will information be adapted for different audiences? | | | |

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| **Part 3** | Performance Measurement | | | |
| **Using the table below, identify the performance measures that you will use for this project and how they will help to demonstrate the project’s successful implementation or efficacy. Each performance measure should help to demonstrate the project’s fulfillment of a program goal or project objective**. When completing this section, consider the following:   * The performance measures should be specific, measurable, achievable, relevant, and time-bound. For example, a performance measure could be "The number of people who use public transportation will increase by 10% within one year." * The project should have a plan for monitoring and evaluating the performance measures, internally and in reports for CDOT (see below). This plan should include the specific data that will be collected, the frequency of data collection, and the methods that will be used to analyze the data. * The project should also have a plan for adjusting the deployed strategies if the performance measures are not being met. This plan should include the specific criteria that will be used to determine if adjustments are needed, and the specific steps that will be taken to make adjustments.   Applicants will be required to provide quarterly and end-of-project reports to CDOT providing updates on project implementation and data collected for the performance measures identified below. | | | | |
| **Performance Measure** | **What Program Goal or Project Objective (Part 2.A.1) Does the Identified Measure Meet?** | **Target** | **Data Collection Need** | **Reporting Frequency (quarterly or end-of-project)** |
| 1) |  |  |  |  |
| 2) |  |  |  |  |
| 3) |  |  |  |  |
| 4) |  |  |  |  |
| 5) |  |  |  |  |
| 6) |  |  |  |  |
| **With reference to the performance measures identified above, describe your approach to monitoring, evaluating - and, if necessary, adjusting - the deployed strategies throughout the project’s lifecycle.** | | | | |

**Revision History**

**2/13/2024: Removed restriction to allow more than one application per jurisdiction.**