

## Frequently Asked Questions

### Opportunity 2: Small Multimodal and Economic Resiliency Grant

#### Overview

1. What is the purpose of this grant program?
  - This grant program supports downtown vitality and the built environment by encouraging economic development, supporting community access to public streets and bringing innovative uses of public spaces to life with multimodal transportation projects. The funds can be used for active transportation infrastructure improvement projects that meet the aim of the program.
2. How do I submit my application?
  - Completed applications may be submitted at any time to [cdotmainstreets@state.co.us](mailto:cdotmainstreets@state.co.us).
3. What are the deadlines for grant reviews?
  - Please see the RMS Rules, Eligibility & Selection Process document for specific dates, found on this [website](#).

#### Applicant Eligibility

1. Who is eligible to apply?
  - Local Governments
  - Business Improvement Districts
  - Council of Governments, on behalf of a local jurisdiction and with proof of support from that local jurisdiction
  - University or College
2. Can a single entity submit multiple applications?
  - No, an entity may only submit a single application at a time.
3. What is the definition of an entity who can submit an application?
  - An individual vendor (a single entity according to the Colorado Secretary of State) can submit an individual application. For example, a City and a County can each submit individual applications, but keep in mind the committee will be looking for public support and local coordination when evaluating applications.

4. Can nonprofits partner with an applying entity? What does the partnership look like? Could this partnership submit more than one application?
  - Non-profits, other education entities, and private sector entities may partner with an eligible applicant to complete a project.
  - The applicant would be the eligible entity, but the application could/should include the other local partners who would be helping to complete the project.
5. How often can an eligible entity apply for an RMS grant?
  - Eligible entities approved for an RMS Opportunity 2 award must wait 12 months from that award submission deadline date to submit a new application.
  - Additionally, If an entity has two active/open awards from the RMS Opportunity 2 grant program, they must wait until at least one project is fully closed prior to submitting a new application.
  - If an eligible entity has not been approved for an RMS Opportunity 2 award, an application can be submitted at any time.

## Funds

1. What are the required matching funds?
  - A 10% fund match is required of the total grant requested amount. Any additional funds spent on the project above the CDOT grant amount plus the 10% match is considered an overmatch and not required of this program.
2. How do we calculate the match correctly?
  - The required 10% match applies to the total project cost up to \$277,777. Project costs above \$277,777 are considered an overmatch.
    - The equation to calculate the match amount based on the total project cost (up to \$277,777):
$$[\text{total project cost}] * 0.1 = [\text{match amount}]$$
    - The equation to calculate the match amount based on the grant request amount (up to \$250,000):
$$[\text{grant request amount}] * 0.1 / 0.9 = [\text{match amount}]$$
3. Can the local match be front loaded or back loaded in the project billing?
  - No, each invoice submitted is required to contain 10% matching funds for the invoice balance requested.

4. What is the maximum amount a single applicant can receive in CDOT RMS grant funds?
  - Applicants are allowed up to \$250,000 in CDOT RMS grant funds per project, which does not include the local matching funds.
5. Can these grant funds be used on a federally funded project?
  - Case by case review will be conducted to determine if the addition of RMS funds to federally funded projects overseen by CDOT will benefit the project. If used to contribute to a project containing federal funds, the RMS funds would also need to adhere to all federal regulations.
6. Are these funds subject to federal funding requirements?
  - No, these funds alone are provided by the State. Federal requirements supersede State requirements, therefore should the grant funds contribute to a large project that contains federal funds, they are then subjected to those requirements.
7. If the community is receiving other State (including CDOT) or federal grant funding for the project, can those funds count toward the local match requirement?
  - Yes, federal funds and other state funding may be used as matching funds, except CDOT Safer Main Streets and other RMS grant awards. See question 4 in Section C - Funds for more information on federally funded projects.
8. Does the entity need to fund the project and then submit for grant reimbursement?
  - Yes. If awarded, once the CDOT grant contract is executed, grantees may begin the project. All project invoices will first be submitted to the grantee entity for payment. Once the grantee pays the project invoices, the grantee will submit original invoices and proof of payment to CDOT with an invoice cover sheet for reimbursement.
9. We've already implemented a project, can those funds be used for our match requirement?
  - No, both project and matching funds expenses must be incurred within the CDOT grant contract term, therefore between the dates listed on the grant contract. No grant contract start date can be backdated to reflect a start date prior to the term granted. Documentation will be required to validate proof of work dates.

10. What are ineligible expenses?

- Planning, design, engineering, architecture, landscape architecture, and professional surveying expenses are not allowed.
- Work completed prior to or post contract term with CDOT is not eligible for reimbursement nor can it count toward the 10% match requirement.
- Volunteer time is not eligible to meet the matching fund requirements.
- Donated materials may not count towards matching fund requirements.
- Additional costs for an existing CDOT Safer Main Streets or RMS grant award.

11. Are there plans for continuing this funding in the future?

- Yes, funding is allocated through fiscal year 2032.

12. What is the contracting process for these grant funds?

- Most RMS grants are contracted using the state's grant contract, called a Small Dollar Grants Purchase Order (PO). The PO will be sent to you via email as your notification that you may begin your project. Note: an award approval notification is not a notice to proceed.

13. What procurement process do we need to follow if awarded funds?

- Your entity can choose to contract out the work or complete work in-house, which is defined in your application submitted. The use of grant awards will be in compliance with your responsible local entity procurement standards that identify appropriate procedures to ensure projects are procured through an open, equitable and competitive process.

## Project Eligibility

1. What does 'shovel ready' mean regarding project readiness?

- 'Shovel ready' means the project can be fully constructed within 12 months. If unexpected or unforeseen changes to that schedule occur, grantees can request a time extension at least 90 days prior to the contract end date.

2. Where can projects be geographically located?

- The project location must entirely be within the state of Colorado. On-CDOT system and off-CDOT system projects are eligible.
- Note: if a project impacts a CDOT right of way, a [Special Use Permit](#) is required.

3. If my project impacts a CDOT right of way, when should I submit my [Special Use Permit](#)?
  - Applicants are encouraged to contact the applicable Special Use Permit representative early in the process to inform the project schedule. [Special Use Permit representatives](#) are designated for each [CDOT region](#).
  - Special Use permits do not need to be secured prior to submitting an RMS grant application. Project plans must be submitted when applying for a special use permit.
4. Do projects actually have to occur on a town's main street?
  - No, please consider 'main street' a guiding term. The project can be on a primary street that is connected to the community's main economic hub(s).
5. Can multiple local mobility improvement projects in the same community be submitted as one project?
  - Yes, applicants should be clear in their application regarding how these improvements fall within one cohesive strategy.
6. Can applicants request funds to expand a project that was awarded?
  - Yes, if the project is broken into phases and the first phase was funded with this grant, the applicant could submit a new application 12 months after the phase one application was submitted. The next phase application must identify the unique new phase scope elements.
  - In addition, no more than two active projects funded by the RMS Opportunity 2 grant program can be open for an awarded agency at a given time. If you have two active/open awards, you must wait until you have closed a project to apply for an additional phase.
  - Note: applicants cannot request additional funding for scope elements included in a prior project award.
7. Projects are evaluated based on a scoring system. Is there a minimum scoring requirement?
  - Projects are measured against a scoring rubric. The minimum scoring value to receive an award is an 80, which reflects strong alignment with program goals. Applications scored at 80 or above will be awarded funding if sufficient funding is available during that review cycle.
8. What are examples of project elements funded by this grant program?
  - Examples located in downtown areas include:
    - ADA compliant sidewalks and ramps



## Revitalizing Main Streets

- Increase pedestrian and bike trails
  - Increase street landscaping with a landscaped street buffer, street trees or planter boxes next to walking areas or sidewalks
  - Add or upgrade a parklet or plaza
  - Increase pedestrian amenities such as benches or sidewalk lighting
  - Traffic calming public art features
  - A road diet that reduces or eliminates travel lanes (to make space for bike lane(s) or expanded sidewalks)
  - Reduce the speed limits to allow for safer walking and biking
  - Curb extensions or bulb-outs
9. Are trail systems eligible or must a project be oriented towards roadways?
- Yes, trail systems are eligible as long as they are in well used areas connecting to economic hubs.
10. Can we apply for grant funds to pay for a portion of a project?
- Yes, partial project funding is eligible.
11. Is programming of a project's space an eligible grant expense?
- No.
12. If our first project application was denied, are we eligible to submit a new application?
- Yes. Applicants may submit an application for a new project.
13. If my application is denied, may I appeal the decision?
- Yes. Applicants may appeal a grant denial decision. To exercise this opportunity, applicants must:
    - Within 14 days after receipt of the formal grant notification:
      - Email an appeal request to the Revitalizing Main Streets Grant Program at: [cdotmainstreets@state.co.us](mailto:cdotmainstreets@state.co.us).
      - Please include a letter, on official agency letterhead, with the reason why you feel your application should be re-scored for award determination.
    - Before the next following grant submission deadline, submit via email, an updated version of your application including highlighted or bolded narrative or data that validates your reason for your appeal request.
  - All appeals will be reviewed by the application review committee and re-scored.
  - An applicant may appeal a project denial decision only once.