



**TO:** WCCTAC Board

**DATE:** April 22, 2011

**FR:** Christina Atienza, Executive Director *cma*

**RE:** **Approval Process for Safe Routes to School Recommendations**

CCTA has \$2.47 million in federal CMAQ funds to allocate for Safe Routes to School (SR2S) programs and projects. Funds were provided by MTC through the Climate Initiatives Program. At its meeting on April 20, the CCTA Board approved the following process for allocating the funds:

1. Ask the RTPCs to recommend how to allocate their share of the funds.
2. Base the RTPC share 50 percent of population within the sub-region and 50 percent on K-12 enrollment. (West County's share is \$529,000)
3. Ask the RTPCs to recommend projects and/or programs that can meet Caltrans and MTC requirements and that are either:
  - a. A stand-alone program or project; or
  - b. An already 'federalized' project that can exchange some to all of its local funds with other SR2S projects for the CMAQ funds
4. Set a minimum request of \$250,000 in federal CMAQ funds (total minimum including 11.47 percent required local match would be \$282,500)
5. Set aside funds, if needed, from the SR2S Master Plan contract to help oversee and support programs and projects.

CCTA has requested that RTPCs comply with the following schedule:

May 4, 2011	Submit proposed approach (programs, projects, or combo) to CCTA
May 13, 2011	Project sponsors begin entering projects into MTC's database
May 18, 2011	CCTA Board approves final programs and projects
May 26, 2011	Sponsors finalize MTC database entries
Feb 1, 2012	Deadline for submittal of application for funding to Caltrans

There are a limited number of programs and projects that can meet the above deadlines. Staff are in discussions with the TAC and potential sponsors, and expect to have alternatives within the next two to three weeks. CCTA's approval schedule precludes WCCTAC's approval of the West County projects at its next regularly scheduled meeting on May 27. There are several options, depending upon the level of oversight that the Board desires:

- A. Hold a special meeting of WCCTAC on or before May 18.
- B. Vest authority on an ad hoc subcommittee of the Board to consider and approve the list of projects and programs on or before May 18. The subcommittee would need to be appointed, and could be made up of CCTA representatives Abelson and Calloway.
- C. Vest authority on the TAC to approve the list of projects and programs at its May 12 meeting, and authority on the Executive Director to resolve any disputes.