







NON-COMPETITIVE BICYCLE PROJECT GUIDELINES

CYCLE EIGHT (2008-2010)

I. INTRODUCTION: PURPOSE AND ELIGIBLE APPLICANTS

The Measure K Non-Competitive Bicycle Program is intended to fund bicycle projects that may not be competitive but are still important to a community. This is the eighth and final cycle in the 20-year Measure K program. Sixty percent of the MK Bicycle program estimated revenues is allocated to the non-competitive category. The total amount for Cycle 8: 2008-2010 is estimated to be \$674,996. Eligible applicants include the Cities and County of San Joaquin. This form explains the procedures for claiming and using Non-Competitive Bicycle funds.

II. ELIGIBLE PROJECTS AND COSTS

-  Class I Bikeway (Bicycle Path or Trail) with exclusive right-of-way for the bicycle.
-  Class II Bikeways (Bike Lanes) within the paved area of highways.
-  Class III Bikeways (Bike Routes) established along through routes not served by Class I or II bikeways, or connecting discontinuous segments of bikeway.
-  New planning, implementation studies, or educational programs.
-  Auxiliary facilities including but not limited to: bicycle lockers or other storage facilities, bicycle-actuated traffic signals, traffic calmers, landscaping, signage, lighting, bicycle-related roadway widening, restriping, parking removal, bridges.
-  Up to 10% of funds claimed may be used for administration and other in-house costs.

III. PROGRAM REQUIREMENTS

Jurisdictions claiming funds must comply with the following:

1. A Governing Board Resolution must accompany any claim. It should authorize the contact person identified in the Assurances section to act on behalf of the project.
2. All projects (except for planning efforts) must be in a pending or adopted local or regional bicycle plan. Projects must lie entirely within the San Joaquin County.
3. No Maintenance: Projects must be new.
4. Developer Funds: Measure K funds may not substitute for developer funds.
5. Transportation Development Act (TDA): Jurisdiction using TDA pedestrian/bike money for other than pedestrian/bike project **cannot** claim Program funds. If TDA pedestrian/bike monies are spent on road and street projects in any year after funds have been claimed, the jurisdiction **cedes its next Program cycle** funds for the other jurisdictions to claim.
6. Final Report: After the project is complete, the recipient will report to COG the completion date and the final cost. Future allocations will be made only after reports on completed projects have been submitted.

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7. Though the Program is not explicitly linked to any other funding program, jurisdictions should match funds as much as possible. COG staff is happy to provide information on other bicycle funding opportunities. Competitive Bicycle Measure K funds may be used to match Non-Competitive Bike funds and vice versa.

IV. OBLIGATION OF MEASURE K FUNDS

Funds are allocated by population with a \$5,000 minimum per jurisdiction. The total allocation for each jurisdiction for FY's 2008/09 and 2009/10 follows:

**Measure K Bicycle Fund
Apportionment of Non-Competitive Funds
Eighth Funding Cycle: FY 2008/09 and 2009/10**

Jurisdiction	2007 Population Est.	% of County Population Est.	Apportionment
City of Stockton	289,789	42.64%	\$287,788.87
San Joaquin County	142,777	21.01%	\$141,791.55
City of Tracy	80,505	11.84%	\$79,949.35
City of Manteca	65,076	9.57%	\$64,626.84
City of Lodi	63,395	9.33%	\$62,957.45
City of Lathrop	16,479	2.42%	\$16,365.26
City of Ripon	14,575	2.14%	\$14,474.40
City of Escalon	7,091	1.04%	\$7,042.06
TOTAL	679,787	1.00	674,995.78

Staff advises that claims be submitted before a project commences to avoid questions of eligibility.

Allocation must be claimed within three years. This means a recipient has a full funding cycle plus a one-year grace period to claim the funds. If funds are not claimed within this time period, it is assumed that no projects are ready to go. At that time, funds will be shifted to the competitive pot. Jurisdictions may elect to claim a lump sum of the annual apportionment if they have a large project planned. The amount of funding allocated is an estimate of what is available through the end of the Measure K program. At the end of the Measure K program, all funding will be adjusted using actual population figures. **Claims for this cycle must be made before June 30, 2011** (The COG Board adopted the lump sum funding policy 1/22/98).

Approved claims will be paid with 30 days of receipt.

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Claims for this cycle must be made before June 30, 2011.

1. Project Title: _____

2. Applicant Agency _____

3. Agency Address _____

4. Project Manager _____ **Telephone:** _____

5. Project Description. Please include location, bounds and length(s), and project type (bicycle lane, trail, etc.). If the project is a component within a larger or multi-phase project, please describe the “parent” project as well:

6. Please attach a copy of the page from a local or regional plan calling for this project.

7. Check if this claim is for future allocations (beyond FY’s 2008/09 & 2009/10) _____

8. Measure K funds claimed: \$ _____

Other Measure K: \$ _____

\$ _____

\$ _____

9. Total Project Cost: \$ _____

10. Schedule:

	Start Date	Completion
Design	_____	_____
Environmental	_____	_____
ROW	_____	_____
Construction	_____	_____

(Please provide a schedule for non-capital projects as needed.)

Approved:

San Joaquin Council of Governments

By: _____

Date: _____

Andrew T. Chesley
Executive Director

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ASSURANCES

I hereby certify, and am authorized to make, the following assurances on behalf of the agency claiming Measure K Bicycle Program (PROGRAM) non-competitive funds.

This project lies entirely within San Joaquin County, and does not duplicate an existing bicycle facility and that the projects is, or will be, contained in an adopted local or regional bicycle plan.

The claim for the project has been authorized by the governing board of my agency in a resolution that includes all stipulated understandings and assurances as defined in this claim.

The project is not by nature a maintenance or rehabilitation project, and this agency certifies that it will bear responsibility for the maintenance and operation of the facility presented in the claim.

Measure K funds identified in this claim are not being used in place of developer funds.

This agency, as a condition of eligibility for PROGRAM funds for this project and can finance, acquire, and construct it.

The agency will cause work to be commenced on the project within a reasonable time after approval of a Measure K Bicycle Program claim form. The claim form will be used in lieu of a contract. Successful claimants will encumber allocated (claim approved) PROGRAM funds by June 30, 2011. Extensions for unclaimed funds must be requested in writing by the end of the grace period.

The agency will comply where applicable with provisions of the California Environmental Quality Act, the American with Disabilities Act, and any other applicable federal, state and/or local laws and/or regulations.

I certify that the information contained in the PROGRAM claim, including attachments, is accurate to the best of my knowledge that I have read and understand the information contained in the claim, and agree to the assurances on this form.

Signed _____ Date _____

Printed (Name and Title) _____

Agency _____

Project Title _____