



FY 23
**PLANNING
GRANT**



EASTGATE
Regional Council of Governments

Justin Mondok
jmondok@eastgatecog.org
(234) 254-1519

eastgatecog.org/planninggrant



EASTGATE

Regional Council of Governments

**Fiscal Year 2023 Planning Grant
February 2022**

Title VI/Non-Discrimination Policy

It is Eastgate's Policy that all recipients of federal funds that pass through this agency ensure that they are in full compliance with Title VI and all related regulations and directives in all programs and activities.

No person shall, on the grounds of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of Eastgate's programs, policies, or activities.

EASTGATE REGIONAL COUNCIL OF GOVERNMENTS

Serving Northeast Ohio since 1973

The Eastgate Regional Council of Governments is a multipurpose Regional Council of Governments for Ashtabula, Mahoning and Trumbull Counties, as established by Section 167.01 of the Ohio Revised Code. Eastgate is the agency designated or recognized to perform the following functions:

- Serve as the Metropolitan Planning Organization (MPO) in Mahoning and Trumbull counties, with responsibility for the comprehensive, coordinated, and continuous planning for highways, public transit, and other transportation modes, as defined in Fixing America's Surface Transportation Act (FAST Act) legislation.
- Perform continuous water quality planning functions in cooperation with Ohio and U.S. EPA.
- Provide planning to meet air quality requirements under FAST Act and the Clean Air Act Amendments of 1990.
- Administration of the Economic Development District Program of the Economic Development Administration.
- Administration of the Local Development District of the Appalachian Regional Commission.
- Administration of the State Capital Improvement Program for the District 6 Public Works Integrating Committee.
- Administer the area clearinghouse function, which includes providing local government with the opportunity to review a wide variety of local or state applications for federal funds.
- Administration of the Clean Ohio Conservation Funds
- Administration of the regional Rideshare Program for Ashtabula, Mahoning, and Trumbull Counties.
- With General Policy Board direction, provide planning assistance to local governments that comprise the Eastgate planning area.

GENERAL POLICY BOARD (2022-2023)

Chair – J.P. Ducro, IV, Ashtabula County Vice Chair – Pat Ginnetti, Mahoning County

Mayor Eric Augustein, Village of Beloit
Mayor Ruth Bennett, Village of Orangeville
Mayor Tito Brown, City of Youngstown
Mauro Cantalamessa, Trumbull County Commissioner
David Ditzler, Mahoning County Commissioner
Mayor Don Dragish, City of Canfield
Mayor Herman Frank II, Village of Washingtonville
Mayor Douglas Franklin, City of Warren
Niki Frenchko, Trumbull County Commissioner
Frank Fuda, Trumbull County Commissioner
Genevieve Germaniuk, Citizens Advisory Board
Representative, Trumbull County
Fred Hanley, Hubbard Township Trustee
Mayor James Harp, Village of Sebring
Dean Harris, Executive Director, Western Reserve
Transit Authority
Mayor Arno Hill, Village of Lordstown
Mayor James Iudiciani, Sr., Village of Lowellville
Mayor Harry Kale, Village of New Middletown
Mayor Kenneth Kline, Village of Newton Falls
Casey Kozlowski, Ashtabula County Commissioner
Mayor Benjamin A. Kyle, City of Hubbard

Mayor Shirley McIntosh, Village of West Farmington
Mayor Steve Mientkiewicz, City of Niles
Mayor James Melfi, City of Girard
Mayor Catherine Cercone Miller, City of Struthers
John Moliterno, Western Reserve Port Authority
Gery Noiro, District Deputy Director, ODOT District 4
Mayor Deidre Petrosky, City of Cortland
Kurt Princic, OEPA NE District Chief
Mayor Glen. M. Puckett, Village of McDonald
Carol Rimedio-Righetti, Mahoning County Commissioner
Michael Salamone, Trumbull County Transit
Mayor Timothy Sicafuse, Village of Poland
Randy Smith, Trumbull County Engineer
Mayor Dave Spencer, Village of Craig Beach
Zachary Svette, Trumbull County Metro Parks
Mayor Brian Tedesco, City of Campbell
Anthony Traficanti, Mahoning County Commissioner
Kathryn Whittington, Ashtabula County Commissioner
Mark Winchell, Ashtabula County
Joanne Wollet, Poland Township Trustee
Samantha Yannucci, Citizens Advisory Board
Representative, Mahoning County
Aaron Young, Mill Creek Metro Parks

TECHNICAL ADVISORY COMMITTEE (2022)

Chair - Gary Shaffer Vice Chair – Bob Durbin

CITIZENS ADVISORY BOARD (2022)

Chair - Kevin Kern Vice Chair – Ray DeCarlo

PURPOSE

Eastgate Regional Council of Governments offers a Planning Grant to assist municipalities with planning efforts that:

- Provides capital capacity for local communities to conduct planning efforts
- Advances the improvement of multimodal transportation infrastructure across the region
- Achieves community visions as related to transportation and land use needs that promote future economic growth

The Planning Grant should further the following principals:

- Increase active transportation options to connect people and places
- Promote Complete Street principles to create vibrant and safe places for all users
- Leverage transportation projects to develop places which support active transportation and complete streets through land use and design
- Preserve existing infrastructure (Capital Improvement Plan)
- Support economic development
- Enhance quality of life in the Mahoning Valley

Eastgate's goal is to award planning grants to communities and implementing governmental agencies that have legal authority to sponsor federal-aid capital improvement projects (see eligibility on page 5). Applications may have more than one sponsor. No more than two grant applications per sponsor can be submitted in the same round. If submitting two applications, the sponsor needs to prioritize the applications. Project submittals will be reviewed and evaluated by **Eastgate's Technical Advisory Committee** and Citizens Advisory Board. Through this review, comments and feedback may be submitted to Eastgate for consideration during the selection process. The applications selected for funding will be sent to **Eastgate's** General Policy Board for approval.

PRINCIPLES

Active Transportation

Active transportation refers to traveling in anyway other than driving alone. Examples include biking, walking, carpooling, and public transportation.

Pedestrian Infrastructure promotes livable communities by increasing pedestrian safety, providing an alternative to driving, and encouraging community interaction and exercise. Pedestrian areas should be targeted where the land use is most conducive, such as higher density, mixed-use areas. Investments in pedestrian infrastructure include sidewalks, crosswalks, curb ramps, signs, street lighting, and benches.

Bicycling Facilities play an important role in the transportation system. They provide recreational opportunities and an alternative to automobile transportation. Bike facilities - including trails, bike lanes, bike parking, pavement markings, and signage - provide a safe environment for people to bike and encourage biking for transportation, recreation, and exercise.

Public Transportation is a critical part of the transportation system. It provides access to employment, schools, shopping, and residential neighborhoods. It also provides alternate modes of transportation and helps reduce congestion and pollution. Increasing transit usage and transit as a viable option is an important element of creating a balanced transportation network.

Complete Streets

Complete streets are designed and operated to ensure safe access for all users, including pedestrians, bicyclists, transit riders, and motorists of all ages and abilities. Complete streets utilize the road and right-of-way to create a safe and comfortable environment for all, encouraging walking and bicycling for commuting and recreation. Elements of complete streets will vary depending on the neighborhood type and area, but may include sidewalks, bike lanes or wide shoulders, median islands, crosswalks, bus lanes and bicycle and pedestrian signals.

Land Use and Design

The purpose of the planning grant is to better understand the relationship between land use and transportation to encourage transportation projects which support vibrant, healthy, and inclusive places where people of all ages, abilities and income have viable transportation choices to get to schools, jobs, shopping and recreation. Land use patterns, urban design, and density are vital aspects in effective active transportation and complete street projects. While they vary by community context, common elements include buildings up to the street, mixed-use development, walkable neighborhoods, public spaces and placemaking.

Economic Development

Economic development is supported by coordinating land use and transportation. At minimum, the coordination of land use and transportation requires that those concerned with the well-being of a community assess and evaluate how land use decisions affect the transportation system and can increase viable options for people to access opportunities, goods, services, and other resources to improve the quality of their lives. The transportation sector should be aware of the effects the existing and future transportation systems may have on land use development demand, choices, and patterns.

Capital Improvement Plan

The purpose of this type of plan is to forecast and match projected revenues and major capital needs over a specific period. The Capital Improvement Plan is a flexible plan for long-range capital project scheduling and financial projections. Several benefits are derived from using this capital programming process:

- Coordination of multi-agency governmental and private improvement projects requiring adequate planning, design, land acquisition and construction
- Reduces duplication of effort and expenses in planning and preliminary engineering
- Published document provides policy direction of major public improvement projects
- The public is informed on intentions
- A systematic approach to project scheduling and capital financial planning which provides policy guidelines to assist in more efficient and effective management of available resources

Quality of Life

The intent is to preserve and even enhance valued natural and cultural resources and facilitate healthy, sustainable communities and neighborhoods. Consider strategies that will protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development.

ELIGIBILITY

Only communities and implementing governmental agencies that have legal authority to sponsor federal-aid capital improvement projects in Mahoning and Trumbull counties are eligible to apply. Eligible applicants include political subdivisions, other state agencies, boards, commissions, regional transit authorities, county transit boards, and port authorities (Ohio Revised Code Chapter 5501.03, Paragraph D). Non-implementing government agencies and non-government organizations must partner with an eligible government entity to co-sponsor a planning grant. Only eligible applicants can complete the application and assume responsibility for entering a funding agreement with Eastgate to carry out the planning project.

Eligible Activities

Only planning activities are eligible for the Eastgate Planning Grant. Planning activities must coordinate with partners and stakeholders and result in deliverables that recommend transportation infrastructure improvements. Activities that specifically facilitate and promote sustainable development, multimodal transportation, and complete streets are strongly encouraged. We are looking for planning projects that include:

- Transportation improvements
- Site specific recommendations
- Land Use considerations

Ineligible Activities

Planning projects that encourage or reinforce single occupancy vehicle travel, or suburban/exurban sprawl are ineligible as well as any of the following:

- Preliminary engineering
- Environmental documentation
- Final design
- Preparation of environmental document
- Right-of-way acquisition
- Preparation of bid documents
- Construction

APPLICATION

Eastgate is providing \$30,000 for community planning projects. The source of funding is the **agency's** Consolidated Planning Grant (CPG), therefore a minimum of 10% cash match will be required. A community may contribute more than 10%, but no additional points will be awarded during the selection process. This is a Direct Pay program where the local community holds the contract with the consultant selected to perform the work.

The application process includes submission of a Full Application. An online application form is **available on Eastgate's Planning Grant webpage** – eastgatecog.org/planninggrant and the application questions are made available in this document (see page 7). Applications will open on Tuesday, March 1st, 2022, and are due Friday, April 1, 2022.

Local Cash Match Commitment

A Letter of Commitment from the lead applicant community confirming the local cash match contribution is required by Tuesday, May 31, 2022. A resolution will be required should your project be selected to receive funding. This ensures that Councils and Boards recognize that the project is being submitted for federal funding. Legislation must include the following: project name, description, cost, and the amount of local cash match being contributed. All projects are required to include legislation. Failure to submit legislation by the established due date may result in cancellation of the project's application.

Equity Considerations

Applications should make note of how the proposed project will identify and address issues related **to the equity of the community's** transportation system. Equity is about having access to opportunity. Inequities are found when people experience barriers based on some form of isolation from needed resources. No single determining factor defines what it means to live in a place of high opportunity, however, the Planning Grant provides an opportunity for communities to proactively plan for ways to address any existing inequities in their transportation systems.

Full Application Questions

The questions listed below are a text sample of the online application form that will be found on **Eastgate's Planning Grant webpage** - eastgatecog.org/PlanningGrant. Applications will open on Tuesday, March 1st, 2022, and are due Friday, April 1, 2022.

- What is the name of this project?
- What community is the lead applicant for this grant?
- Is this project a collaboration with other communities?
- Enter the name of the project coordinator
 - *This person will be the primary point of contact between the lead applicant and Eastgate staff*
- Enter the email of the project coordinator
- Enter the phone number of the project coordinator
- Provide a brief description of the project area (1000 character limit)
 - *Let us know if this is a project focused on a corridor, neighborhood, or activity node and provide an overview of what the area is like*
- (Optional) Use the map tool to draw the study area
 - *Use the '+' and '-' buttons to zoom to your study area and select the polygon tool in the top right of the map frame to draw the project boundary*
- (Optional) Upload a map of the project area
 - *If you have a map of the study area that you would like to submit, use this tool. Files should be in .pdf format and less than 35MB in file size.*
- How was this location selected for the project? (1000 character limit)
 - *Let us know if this is an area identified in a previous plan, if there are safety concerns, resident priority, etc.*
- Describe the issues present within the study area that this project plans to address (1000 character limit)
- Relevance to broader planning efforts (1000 character limit)
 - *List any local or regional plans that this project integrates with or advances and provide a short description of how it applies to those plans. If the project is not related to an existing plan, simply state that as the case.*
- Outline the scope of work required to conduct this planning process (1000 character limit)
- What is the total cost to develop this plan?
- (Optional) You may use this space to justify the cost of the plan (1000 character limit)
- How much in funding from the Planning Grant is being requested?

- How much local cash match is being contributed to this project?
 - *Please note that the Planning Grant is a federal source of funds and a minimum of 10% local cash match is required. If the application is selected for funding, a local resolution confirming commitment of the local cash match will be required.*
- Local Cash Match Commitment
 - *A Letter of Commitment from the lead applicant community confirming the local cash match contribution identified above is required by May 31, 2022. A resolution will be required should your project be selected to receive funding.*
- Do you agree to provide the information regarding local cash match contribution as a part of the application process?
 - *Eastgate's Planning Grant program manager will work with you after you submit your application to receive these documents*
- Submit Application for FY 23 Planning Grant
 - *By submitting this application, you verify that you have the authority to apply for this grant program on behalf of the community listed as the lead applicant.*

Please note: The online application does not allow you to save your progress. You may find it useful to use the above questions as a guide to type your answers in a separate document.

PROJECT SCORING

Scoring Criteria

Application Considerations	MAX POINTS
<i>How well does the application fit the purpose and intent of the program?</i>	15 points
<i>How well does the application address the principles of the grant?</i>	15 points
<i>How feasible is addressing the issues of the study area through the program?</i>	5 points
<i>Relevance to broader planning efforts</i>	5 points
<i>Strength of the scope of work</i>	5 points
<i>Appropriateness of project cost</i>	5 points
Total	50 points

A minimum score of 30 points will be required for funding consideration.

Eastgate's Technical Advisory Committee and Citizens Advisory Board will have an opportunity to review the applications and provide comments and feedback for consideration in the selection of projects to receive funding. The applications selected for funding **will be sent to Eastgate's** General Policy Board for approval.

EXPECTED OUTCOME

Plan as Identified in the Scope of Work

The ultimate result of this program should be a plan as outlined in the scope of work submitted with the application and refined for the consultant selection process. The resulting plan should identify implementable projects, policies, or procedures related to the principles of the Planning Grant. The plan should be developed with appropriate public engagement and outline how the public will continue to be involved through the implementation of the ideas outlined in the plan.

Implementation Plan

An implementation plan is a required product for the Planning Grant. This plan will identify potential funding sources for each proposed item of work. The implementation plan will also identify how the proposed work can be broken into phases and how the phases will be prioritized.

PROCESS

Following the submission of an application, the lead applicant will need to submit a Letter of Commitment confirming the local cash match by Tuesday, May 31, 2022, **by email to Eastgate's** Planning Grant program manager. Once the planning grant has been awarded, Eastgate will contact the awarded communities to begin the process to complete the subaward grant agreement. Awarded communities will need to submit a resolution as a part of this process and a sample resolution has been made available at the end of this document (see page 13). If a consultant is necessary for the awarded project, Eastgate can assist in the RFP and selection process (if necessary). The project will follow the timeline presented in this document and Eastgate staff will check-in periodically to ensure progress and offer assistance where needed.

Reporting Requirements

The **grantee's** project coordinator will be required to submit quarterly progress updates to Eastgate by the following dates: September 30, 2022; December 30, 2022; and March 31, 2023. These updates can take the form of emails, meetings, and/or draft documents.

Invoices for program related expenses may be submitted at any point during the project and must be reviewed and approved by the grantee prior to submission to Eastgate for payment. If necessary, a sample invoice has been provided at the end of this document (see page 14).

SCHEDULE & TIMELINE

Dates	Milestone
March 1, 2022	Applications open for submission
April 1, 2022	Full Application due by 4pm
April 7, 2022	TAC and CAB receive applications for review
May 5, 2022	TAC and CAB advisory comments due
May 9-20, 2021	Eastgate review and funding selection
June 6, 2022	General Policy Board Approval
June 24, 2022	Deadline for signed Subaward Grant Agreements
July 1, 2022	Project start
June 16, 2022	Deadline for Reimbursement Submission
June 30, 2022	Final Plan due to Eastgate

SAMPLE RESOLUTION

Resolution # _____

WHEREAS, _____ (agency/organization) is applying to Eastgate Regional Council of Governments (Eastgate) for funding through the Fiscal Year 2023 Planning Grant; and

WHEREAS, the Fiscal Year 2023 Planning Grant provides federal funds for projects that integrate transportation and land use planning, increase transportation options, and promote livability; and

WHEREAS, the Fiscal Year 2023 Planning Grant is paid on a reimbursement basis, requiring the applicant to first expend funds and then request reimbursement from Eastgate; and

WHEREAS, _____ (agency/organization) agrees to abide by all federal requirements as sub-recipient of federal transportation funds, including Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act, and including all applicable federal procurement requirements; and

WHEREAS, _____ (agency/organization) agrees to be responsible for managing all sub-contracting agencies, organization, or consultants; and

WHEREAS, _____ (agency/organization) is authorized to execute a contract with the Ohio Department of Transportation (ODOT) and Eastgate if selected for the Fiscal Year 2023 Planning Grant.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of _____ (agency/organization) that:

Authorization is given to _____ (Authorized Official/Executive Director) to submit this application to Eastgate, acting as designated recipient of USDOT funds, for the Fiscal Year 2023 Planning Grant and to execute a subaward agreement with Eastgate if selected for funding.

Signature of Authorized Official

Date

Printed Name of Authorized Official

Signature of Witness

Date

Printed Name of Witness

