

SYSTEM ACCESS FUND APPLICATION

Approved by voters in 2016, Sound Transit 3 (ST3) included \$100M in a System Access Fund, allocated equally among Sound Transit's five subareas. The System Access Fund (SAF) is designed to help fund improvements that make it easier for riders to get to and from Sound Transit's stations and facilities as well as facilities that Sound Transit serves.

The following parameters guide the administration of the System Access Fund 2019 Call for Projects:

- Up to \$10M in System Access Funds will be made available per subarea (exact amount will be determined by the Sound Transit Board of Directors during project selection).
- Cities, counties, and local transit agencies are eligible applicants for System Access Funds.
- Eligible applicants may submit up to two (2) applications for System Access Funds.
- Planning studies/project phases, right of way/real property, and parking projects are not eligible for System Access Funds.
- For capital projects, only the design/engineering and construction phases are eligible.
- For non-capital projects, there must be an implementation component included. Non-capital projects must also demonstrate sources for ongoing operations.
- Project applicants are responsible for permitting, environment documentation, construction, and operations and maintenance of the proposed project.

This application offers a simple, consistent approach to submit project details, and for proposed projects to be evaluated. **Applications are due on April 12, 2019.** Please refer to the System Access Fund Application Guidance document for additional information in support of completing this application.

General Information

Project Information

1. Project Title: _____
2. Sponsoring Agency: _____
3. Cosponsors (if applicable): _____

4. Contact Name: _____
5. Contact Phone: _____
6. Contact Email: _____

Project Location

1. In what city(ies) is the project located? _____
2. Which facility(ies) served by Sound Transit does the project benefit? _____

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3. Please identify the project's extent. For capital projects, please identify the start and end locations. For non-capital projects, please identify any area or population of focus. _____

4. Please attach any relevant maps or project graphics (in PDF format).

Project Description

Please provide a narrative explanation of the proposed project (500 character maximum). Include in your narrative:

1. The project scope.
2. Specific access problems or issues the proposed project will address and resolve.
3. How your jurisdiction has engaged and will continue to engage with the public in each stage of the project.

Policy Factors

Please answer each question in a brief narrative. The System Access Fund Application Guidance document describes how each factor will be evaluated as well as a variety of quantitative measures to help a sponsor support their application.

Customer Experience

Key Metric

The impact the project will have on making it easier and more convenient for people getting to the facility being served by this project.

Questions to Answer

1. In what specific ways will the project support making it easier and more convenient for people to get to the transit facility?
2. What key destinations (e.g. neighborhoods, employment centers, schools, community amenities, other multimodal facilities) does the access improvement connect to?

Equity

Key Metric

The impact the project will have on connecting people who rely on transit to the facility being served by this project.

Question to Answer

1. Describe how the project makes it easier for populations that rely on transit (e.g. low-income populations, people with disabilities, households that do not own vehicles, youth, senior citizens, etc.) to get to the transit facility. Please include specific communities that will be served and how the project specifically improves their access. Please see the appendix of System Access Fund Application Guidance document for potential data sources.

Connectivity

Key Metric

The impact the project will have in increasing the number of people who can use the facility being served by this project.

Questions to Answer

1. In what specific ways will the project reduce key barriers or close gaps for people to get to the transit facility? Please identify the specific barriers or gaps and how the project reduces these barriers and/or closes these gaps.
2. How does the project conform to transit, bicycle, pedestrian, and universal/ADA design best practices resulting in a connection that will attract existing and new riders? Sources of best practices can be found in the appendix of the System Access Fund Application Guidance document.

Safety and Human Health

Key Metric

The impact the project will have on improving both the safety and health of people at and surrounding the facility being served by this project.

Questions to Answer

1. How will the project specifically address an existing safety issue?
2. In what specific ways will the project support an increase in physical activity for people getting to the transit facility?
3. How will the project reduce a person's likelihood of using a personal vehicle to get to the transit facility?

Technical Factors

For each factor, please answer each question in a brief narrative and with cost/quantitative data as requested. Projects will be scored high, medium, or low for each factor.

Funding Plan

Key Metric

The project sponsor has all other funds in place to complete the phase or a realistic plan to secure them.

Questions to Answer

1. Total cost of project.
2. Total requested from Sound Transit SAF.
3. Identify other sources of funding and where those are secured or not yet secured.
4. Please list all phases of this project, their projected costs and funding sources, and expected year of completion. Please attach a complete budget for the project.

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5. Please identify secured or reasonably expected funds. For funds that are reasonably expected, please explain the procedural steps that will be taken to secure the funds, with dates for completion.
6. Acknowledge responsibility for ongoing operations and maintenance costs: Yes: No:

Delivery Plan

Key Metric

The project sponsor has a realistic plan for delivering the project for which they are requesting funds.

Questions to Answer

1. Questions for all applicants:
 - a. What is the current or anticipated level of environmental documentation for this project? Has documentation been approved? If not, provide anticipated date of completion
 - b. Will Right of Way (ROW) be required for this project? If yes, please discuss the extent the project schedule depends on ROW acquisition and your agency's experience in conducting ROW acquisitions of similar size and complexity.
 - c. Provide a brief overview of potential risks with this project, their potential impact, and mitigation strategies.
2. Questions for applicants seeking PE/Design funding:
 - a. Identify PE/Design milestones associated with the project, including anticipated activities and expected dates of completion for each milestone.
 - b. When will the PE/Design phase be complete?
3. Questions for applicants seeking Construction funding:
 - a. Provide an engineer's estimate for project cost.
 - b. Identify the relevant permits needed for the project and when they are scheduled to be acquired.
 - c. Provide the date when plans, specifications, and estimates will be submitted for approval.
 - d. When is the project scheduled to go to bid?
 - e. When is the project scheduled to be substantially complete?
4. Questions for applicants seeking non-capital funding:
 - a. Please describe the project implementation schedule including key milestones.
 - b. Please describe your ability to fund operations once System Access Funds are expended.
 - c. Please identify any performance measures the project is intending to achieve, which are not identified in the above application.

Additional Information

1. Describe any additional aspects of your project not requested in the evaluation criteria that could be relevant to the final project recommendation and decision-making process.