



**Delaware Department  
of Transportation**

Return completed application  
via email to:  
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**Transportation Alternatives Program (TAP) Application as defined in 23  
USC 101(a)(29) Note: Sponsor Administered Projects are no longer allowed**

**Applicant Information**

<b>Project Sponsor:</b>	
<b>Co-Sponsor Name (if non-profit):</b>	
<b>Contact Person and Title:</b>	
<b>Address:</b>	
<b>City, State, and Zip</b>	
<b>Telephone:</b>	
<b>Email Address:</b>	

**Project Information**

<b>Project Title:</b>	
<b>Project Location – include City/Town and County:</b>	
<b>Brief Project Description and how it qualifies based on Activities checked below. Note the primary activity in the description.</b>  <b>A location map with aerial view must be attached; include photos, as needed.</b>	

## QUALIFYING ACTIVITIES

Check the Transportation Alternative activity that the proposed project will address. All projects must have a relationship to surface transportation and must be dedicated to public use. The project must fit into at least one of the activities listed below. Indicate which eligible activities the project will achieve (check all that apply): (Note: Checking more activities does not ensure or increase eligibility.) Eligible activities [http://www.fhwa.dot.gov/environment/transportation\\_alternatives/](http://www.fhwa.dot.gov/environment/transportation_alternatives/) must be consistent with details described under 23 U.S.C. 101(a)(29) and 213(b).

- Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).
- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users
- Construction of turnouts, overlooks, and viewing areas

Community improvement activities, which include but are not limited to:

- Inventory, control, or removal of outdoor advertising
- Historic preservation and rehabilitation of historic transportation facilities
- Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control
- Archaeological activities relating to impacts from implementation of a transportation project eligible under title 23

Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:

- address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
- reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

Has this proposed project been identified, listed, or applies to an overall Master Planning or Comprehensive Plan effort which is typically adopted and recognized by municipalities, county departments, other agencies, or non-profits as part an organized and up-front programming effort. Checking “No” does not mean that project will fail to qualify, however those with a “Yes” are more favorable or may be given first preference.

Yes  No

*(List any references and pages upon how proposed project applies to the above qualifier)*

**PROJECT IMPLEMENTATION INFORMATION**

**1. Project phases included in funding request (check appropriate boxes):**

- Planning Activities (*Examples: concept planning, master planning, public meetings, etc.*)
- Preliminary Engineering/Final Design Plans
- Construction

**2. Describe any project work phases, efforts, or outreach that are currently underway or have been completed.**

**3. Have any public information or community meetings been held?    Yes     No**   
**If yes, describe and/or supply meeting minutes:**

**4. Are adjacent property owners aware and in support of this project?    Yes     No**

*(Describe evidence and support below and/or attach documentation)*

**5. Are adjacent property owners and those that may be involved willing to donate Real Estate for Right of Way needs (e.g. Permanent Easement and/or Temporary Construction Easement)? Please note under TAP, this potential conversion in use of real property should be best known upfront and the property owners and/or sponsors should be advised that it may occur. Right of way needs, displacement acquisitions, or objections by property owners may limit and/or disqualify this application or the project in later stages. TAP efforts are community driven projects. Utility relocations, considerable drainage adjustments, steep slopes, wetland impacts, or adjustment to other fixtures for example could have bearing on right of way or easement needs.**

Yes       No       Uncertain

*(Describe below or attach info, as needed for question #5)*

6. Who will take over the proposed ownership and maintenance responsibilities for this project when complete? Maintenance includes but is not limited to mowing, sweeping, trash removal, snow removal, lighting ownership, landscaping care, etc. DeIDOT normally does not maintain.

*(Describe below or attach info, as needed, for question #6)*

7. Does the sponsor have the 20% matching funds for phases checked above for the funding request?    Yes             No             Uncertain

If so, explain source of funding and any limitations to those funds. Note: TAP projects are capped at one million dollars for engineering design and construction. 20% matching funds for a project of this cost is \$200,000 for design and/or construction. In most cases, the project sponsors are then required to provide overmatch on a project exceeding one million. Also, in the box below, does project have an estimated cost and any suggestions regarding the phasing or sequencing the project? Attach estimates or describe, if applicable.

8. Any environmental issues (wetlands, cultural resources, hazardous materials, endangered species) that are known to be impacted or involved by the project?  
Yes             No

9. Any utility (above or below ground) issues that are known to be impacted or involved by the project?    Yes             No

10. Has the sponsor participated in TAP or TE previously?  
Yes             No

If so, list at least one project.

11. Please explain the relationship to surface transportation in the project proposal. This may be, but not limited to 1) the project's proximity to a highway or a pedestrian/bicycle corridor, 2) whether the project enhances the aesthetic, cultural, or historic aspects of the travel experience, and 3) whether it serves a current or past transportation purpose. Please note, DelDOT may impose guidelines or review measures on project eligibility that are more restrictive than [FHWA's guidance](#).

12. What other qualifiers you may wish to describe/list that are beneficial to the community such as transportation and pedestrian safety, the natural environment, serving & improvement to environmental justice neighborhoods, accommodating commuting or transit needs, economic development or job improvements, recreation, tourism, or investment in healthy communities and improvement of lifestyles. Please include any letters of support, if needed.

13. **Other Factors:** The sponsor shall be aware that other enhancement upgrades beyond the normal DelDOT standard specifications and/or other franchise agreements may require that additional costs to be added onto the sponsor match or simply excluded from the TAP project. Such cases may include type or extent of lighting measures, fencing, and fixtures such as signal poles, retaining walls, railings, or signposts. Landscaping, hardscaping, gateway, or public art efforts alone are not a TAP qualification but may be considered as secondary or complementary with the main project effort. Construction of turnouts, overlooks, and viewing areas should be within close or direct access to public roads and not specifically within a facility alone. In the case of inventory, control, or removal of outdoor advertising, the intent is primarily focused on Scenic and Historic Byways or within a viewshed area that has been identified or is recognized by a visual resource inventory. Historic preservation and rehabilitation of historic transportation facilities are to be focused on exterior or interior access measures or improvements and not renovations for maintenance, operations, or replacement. Further outreach will be needed with DelDOT upon TAP project approval with respect to the extent of project enhancement details.

Acknowledged      Yes

## CERTIFICATION OF PROJECT SPONSOR

I hereby certify that the proposed project herein described is supported by \_\_\_\_\_ and that said entity shall:

- (1) provide any required funding match and other agreements to provide them in a timely fashion;
- (2) enter into a maintenance agreement with the Delaware Department of Transportation, as necessary;
- (3) comply with the Federal Uniform Relocation Assistance and Acquisition Policies Act (The Uniform Act) for any right-of-way actions required for the project;
- (4) comply with NEPA process prior to construction which may require involvement with the State Historic Preservation Officer (SHPO), public involvement and coordination with other State and/or Federal agencies, prior to design or construction;
- (5) help obtain necessary permits and follow mitigation that may be necessary, and
- (6) support other actions and outreach necessary to fully implement the proposed project. This includes a maximum of 45 days to return any document requiring signature and payment of invoices.

I further certify that \_\_\_\_\_ will follow through on the project once programmed in Delaware Department of Transportation (DelDOT) Transportation Alternatives Program schedule.

*Signature*

*Print Name*

*Title*

### For DelDOT Use:

Project length	Beginning Point	Ending Point
Road Name or RW)	On-System project (state maintained)	Off-System Project (local road