



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

# 2023 COUNTY TRANSPORTATION COMMISSION PARTNERSHIP PROGRAM PROGRAM GUIDELINES

# CONTENTS

- CTC PARTNERSHIP PROGRAM OVERVIEW ..... 2
  - REAP 2.0 PROGRAM DEVELOPMENT FRAMEWORK ..... 2
- CTC CALL FOR APPLICATIONS..... 4
  - ELIGIBLE APPLICANTS..... 4
  - ELIGIBLE PROJECT USES ..... 4
  - PRIORITIZING STAKEHOLDER ENGAGEMENT..... 5
- APPLICATION PROCESS ..... 6
  - SUBMITTAL INFORMATION..... 6
  - EVALUATION PROCESS, SCORING RUBRIC & CRITERIA..... 6
- FUNDING AND SCHEDULE..... 7
  - REGIONAL DISTRIBUTION ..... 7
  - MATCH REQUIREMENTS ..... 7
  - PERIOD OF PERFORMANCE AND TIME EXTENSIONS ..... 7
  - IMPLEMENTING ENTITIES ..... 8
  - ADMINISTRATIVE FEE..... 8
  - REIMBURSEMENT ..... 8
  - REPORTING REQUIREMENTS ..... 9
  - SCHEDULE ..... 9
- CONTACT INFORMATION..... 9

## CTC PARTNERSHIP PROGRAM OVERVIEW

SCAG is anticipating funding from the California Department of Housing and Community Development (HCD) through the [Regional Early Action Planning Grants of 2021](#) ('REAP 2.0') and this funding is a key part of the state's strategic investments toward a more sustainable, resilient, and inclusive future. SCAG is in a unique position to utilize this resource and build upon REAP 1.0 efforts, allowing for broader planning and implementation investments, including those which focus on transportation initiatives and future housing development. REAP 2.0 funds come from the State General Fund. As part of its implementation of REAP 2.0, SCAG is issuing this Call for Applications for a County Transportation Commission (CTC) Partnership Program to support transformative planning and implementation as described below.

The purpose of the CTC Partnership Program is to provide immediate benefit to the region by supporting transformative planning activities aligned with Key Connection strategies identified in Connect SoCal, which can be implemented quickly to advance new concepts for reducing VMT while simultaneously achieving other program goals for REAP 2.0. Key Connection strategies focus on innovative policies and/or technologies together with expanded mobility offerings to realize regional planning goals.

SCAG has allocated \$100 million to REAP 2.0 transportation initiatives and is developing two programs to implement projects. The first is this \$80 million CTC Partnership Program, focused on a robust partnership program between SCAG and County Transportation Commissions (CTCs) to fund county-specific pilots and projects. The second is a \$15 million Regional Pilot Initiatives Program (RPI Program), which will identify, evaluate, and award funding for regional or local pilots and projects that achieve regional transportation goals and objectives. SCAG plans to procure a consultant team to help research, define, and guide the RPI Program. SCAG anticipates that this may present further opportunities for CTCs to collaborate with SCAG on potential joint efforts.

## REAP 2.0 PROGRAM DEVELOPMENT FRAMEWORK

SCAG is committed to a future where we all have the option to live closer to our jobs, services, and daily destinations with transportation options so we can walk our kids to school, ride our bikes to work, take transit and have access to shared mobility services that reduce the need to drive. Infill housing, combined with transportation network improvements and strategies, results in improved multimodal access to community amenities, lowers average trip length and reduces vehicle miles traveled.

The Regional Early Action Planning Grants of 2021 (REAP 2.0) is managed by The California Housing and Community Development Department (HCD) in collaboration with the Strategic Growth Council (SGC), Governor's Office of Planning and Research (OPR), and State Air Resources Board (CARB) ("the State Partners"), and provides funds to regional governments to accelerate housing production and facilitate compliance with the 6<sup>th</sup> cycle of the Housing Element, including Regional Housing Needs Assessment. In addition, REAP 2.0 is specifically designed to provide MPOs and other Eligible Entities with tools and resources to help implement and advance plans, primarily by furthering the Sustainable Communities Strategies (SCS) adopted as part of Regional Transportation Plans to pursue greenhouse gas emission reduction targets through land use and transportation strategies.

**2023 COUNTY TRANSPORTATION COMMISSION PARTNERSHIP PROGRAM  
GUIDELINES + CALL FOR APPLICATIONS**

The REAP 2.0 Program Objectives defined in the State’s Final REAP 2.0 Program Guidelines are:

1. Accelerating Infill Development that Facilitates Housing Supply, Choice, and Affordability;
2. Affirmatively Furthering Fair Housing; and
3. Reducing Vehicle Miles Traveled

SCAG’s REAP 2.0 program framework combines coordinated and transformative housing development and finance, land use and transportation strategies to help achieve California’s housing and greenhouse gas emission reduction goals. Within the framework are the Core Program Objectives, which describe how SCAG will further SCAG’s SCS Implementation Strategy as it meets the REAP 2.0 Program Objectives.

These Core Program Objectives are:

- Support **transformative** planning and **implementation** activities that realize Connect SoCal objectives
- Leverage and augment the **Connect SoCal Implementation Strategy** to support activities that can be implemented quickly and in line with community-driven priorities
- Build regional capacity to deliver housing that realizes **6<sup>th</sup> cycle RHNA goals**
- Represent best practices in **vehicle miles traveled (VMT) reduction**
- Demonstrate consistency with **the Racial Equity Early Action Plan**
- Promote **infill development** in Connect SoCal identified Priority Growth Areas

The Partnership to Affirmatively Transform Homes (PATH) Program will support strategies to accelerate infill development leading to increased housing supply, choice, and affordability. The CTC Partnership Program and Regional Pilot Initiative Program will connect infill housing to daily services and increase travel options that support multimodal communities to shift travel modes. The Early Program Initiatives tie this work together by building capacity for planning innovation across the region through advancements in community engagement and partnerships, data driven decision making and performance measurement and monitoring. All strategies will reduce VMT and will affirmatively further fair housing by fostering racially equitable and inclusive communities; retaining and increasing affordability, especially in high-resource areas; and protecting existing residents, especially lower- or moderate-income residents from displacement. All programs will support the needs of residents in disadvantaged communities and communities that have been historically left behind including in areas of high segregation and poverty. The strategies funded through SCAGs REAP 2.0 programs will help achieve the state planning goals, implement the 6<sup>th</sup> Cycle housing elements, meet RHNA goals, and move the region toward achieving the Sustainable Community Strategy in SCAG’s Connect SoCal Plan. The strategies will also help reduce greenhouse gas emissions, support the development of more livable communities that provide lower-cost housing choices, conserve natural resources, offer transportation options, and promote a better quality of life.

The CTC Partnership Program will be adjusted as necessary based on feedback from the SCAG Policy Committees and Regional Council and further stakeholder engagement. After submission of the final REAP 2.0 application to the State, the program may be adjusted to reflect feedback from the State Partners. In the REAP 2.0 Guidelines, the state reserves the right, at their sole discretion, to suspend, amend, or modify the provisions of the REAP 2.0 Guidelines at any time, including, without limitation, the amount of funds available hereunder. If such an action occurs, the Department will notify all interested parties. As such, SCAG reserves the right, at its sole discretion, to suspend or amend the provisions of this Program in collaboration with the State, including but not limited to grant award amounts. The final Program will be updated to reflect any feedback received once SCAG’s full REAP 2.0 funding application is approved by the State.

## CTC CALL FOR APPLICATIONS

SCAG is releasing this Call for Applications to competitively suballocate funds from the REAP 2.0 Program through HCD. Program guidelines are subject to change, per HCD direction.

### ELIGIBLE APPLICANTS

Eligibility in this program is limited to County Transportation Commissions (CTCs) within the SCAG region.

### ELIGIBLE PROJECT USES

The CTC Program Call for Applications prioritizes projects that aspire to integrate and align Southern California's mobility and housing opportunities, especially with respect to Connect SoCal, the region's adopted Regional Transportation Plan (RTP) and Sustainable Community Strategy (SCS). Applicants are encouraged to review strategies included within [Connect SoCal](#) to align project applications with regional planning priorities and concepts. Funds shall be used on planning or implementation efforts that can establish a strong nexus to housing and infrastructure to support new housing. Of critical importance to SCAG is to demonstrate VMT reduction to meet our climate commitments, particularly in ways that advance equity and improve underlying social and health vulnerabilities.

For more information, please refer to the [HCD REAP 2.0 Guidelines](#). Eligible projects must have a significant geographic or region-wide benefit, as the REAP 2.0 Program is not intended to fund individual projects which are small in scope. The CTC Partnership Program guidelines include the following eligible activities and uses that meet REAP 2.0 goals:

- 1. Realizing Multimodal Communities:**
  - a. Establishing and implementing a vision-zero policy and program, a safety plan, and a slow streets program.
  - b. Developing bicycle and pedestrian infrastructure plans and other multimodal plans or policies.
  - c. Investing in infrastructure projects and other programs to expand active transportation and implement bicycle or pedestrian plans.
  - d. Producing multimodal corridor studies associated with developing specific planning documents or implementation actions.
- 2. Shifting travel behavior through reducing driving:**
  - a. Studying roadway pricing feasibility and implementing road pricing programs.
  - b. Funding the establishment of a local VMT impact fee or catalyzing a regional VMT mitigation bank.
  - c. Funding and implementing parking and transportation demand management programs or ordinances.
- 3. Increasing transit ridership:**
  - a. Funding and implementing actions to establish more seamless regional transit systems between and across communities, including establishing common fares systems, sync transit routing systems and schedules, service design, and wayfinding to connect residential neighborhoods with employment centers and other key destinations.
  - b. Developing and implementing multimodal access plans to and from transit facilities
  - c. Planning for additional Housing near transit.

**2023 COUNTY TRANSPORTATION COMMISSION PARTNERSHIP PROGRAM  
GUIDELINES + CALL FOR APPLICATIONS**

The CTC Partnership Program is intended to implement Key Connection strategies included in Connect SoCal and support new concepts for reducing VMT. To that end, SCAG is prioritizing applications that include regionally significant concepts that can be scalable with long-term viability. SCAG invites applications for the following types of programs:

1. **Transit Recovery** – examples include capital improvements to increase bus speed and reliability and improve customer experience.
2. **Mobility Integration & Incentives** – examples include mobility wallets, pricing, universal basic mobility, and fare integration.
3. **Shared Mobility & Mobility Hubs** – examples include micromobility programs, mobility hubs, first/last mile services, wayfinding systems, and multimodal access plans.
4. **VMT Bank & Exchange Programs** – examples include studies, pilot programs, and plans.

All proposed uses will be required to meet the statute and program requirements, including the REAP 2.0 infill objectives. Projects must show a connection to accelerating housing implementation to meet eligibility requirements. In the SCAG region, infill areas may also include 2020 Connect SoCal Priority Growth Areas. Applicants are encouraged to view the interactive map<sup>1</sup> prepared by SCAG that emphasizes geographic need based on a variety of variables. While the CTC Partnership Program focuses on innovative mobility initiatives that can reduce VMT, proposed uses must demonstrate a nexus to all REAP 2021 objectives:

1. Accelerating Infill Development that Facilitates Housing Supply, Choice and Affordability
2. Affirmatively Furthering Fair Housing
3. Reducing Vehicle Miles Traveled

Please contact SCAG with any questions regarding grant dollars and funding eligibility.

### **PRIORITIZING STAKEHOLDER ENGAGEMENT**

Stakeholder engagement is essential in all SCAG programs, and the intent of the REAP funding is to engage with local communities and implement projects “on the ground.” SCAG strongly encourages each CTC applicant to engage relevant stakeholders to maximize project impact and further collaborative policy goals. Applicants must demonstrate project-based engagement prioritizing impacted communities and other relevant stakeholders, such as local jurisdictions and community-based organizations (CBOs), during the project to help achieve equitable project outcomes. Commitment letters from stakeholders, CBOs, community partners, local transit operators, or local jurisdictions may be included in each application, but these letters are optional, not required.

---

<sup>1</sup> Link to interactive map will be made available prior to the opening of the Call for Projects.

## APPLICATION PROCESS

Eligible applicants are encouraged to apply to the CTC Partnership Program by completing an application. One application is required per project and entities may submit multiple project applications. **Applicants must complete and submit their application by TBD, at 5:00 p.m. Program timelines are subject to change, per HCD direction.**

## SUBMITTAL INFORMATION

Applicants must follow the instructions provided in the application. Applications should include all supporting documents in the online application. Applicants are not required to demonstrate that a governing body has taken official action to apply, but a supporting resolution from the governing body or a letter of intent in support of the project from the appropriate executive officer will be required prior to project initiation. Questions about applications should be emailed to the contact person listed below.

## EVALUATION PROCESS, SCORING RUBRIC & CRITERIA

An evaluation team will review the applications. Recommendations will be made to the Regional Council in Spring 2023. Project award announcements will be made following the State’s release of REAP 2.0 funding and authorization to move forward with selected projects.

The scoring criteria for all projects funded through the CTC Partnership Program Call will be the same. Question topics and their relationships to the scoring criteria are outlined below. Further clarification about how points are awarded is provided in the project application forms.

Scoring Criteria – 50 points max	
<b>SCAG Goals &amp; SCS Implementation</b>	<b>20 Points</b>
Supports Connect SoCal Implementation	5 points
Stakeholder Engagement	5 points
Project Readiness	5 points
Project Feasibility	5 points
<b>Project Location</b>	<b>10 Points</b>
Geographic Impact	5 points
Connection to State Priorities	5 points
<b>Project Priorities</b>	<b>10 Points</b>
Connection to Local Priorities	5 points
Connection to State Priorities	5 points
<b>Project Performance Evaluation</b>	<b>10 Points</b>
Performance Measurement Plan	5 points
Performance Metrics	5 points

## FUNDING AND SCHEDULE

Funding for the CTC Partnership Program will be provided through SCAG’s share of the REAP 2.0 Grant. SCAG will competitively suballocate funding for project applications based on the overall scoring rubric and criteria including the eligibility of each funding source and the applicant’s readiness. The competitively suballocated funding share for the CTC Partnership Program Call for Applications will be approximately \$80 million. An additional \$15 million is anticipated through SCAG’s Regional Pilot Initiatives Program led by SCAG to advance regionally coordinated and significant solutions.

## REGIONAL DISTRIBUTION

Given the locational constraints imposed by REAP 2.0, the priority in awarding funding will be for projects that meet the eligibility criteria determined by REAP 2.0 guidelines and furthering SCAG’s goal to implement Connect SoCal. Applications should include the locational considerations, supporting attributes, and measurable outcomes that support a Proposed Use as eligible for each the following:

1. Infill Development that Facilitates Housing Supply, Choice, and Affordability
2. Affirmatively Furthering Fair Housing (AFFH)
3. Reducing Vehicle Miles Traveled

Efforts will additionally be made so that CTC Partnership Program projects are awarded in each county within the SCAG region and with regards to geographic diversity, but these efforts are second to the primary need to meet REAP 2.0 eligibility. For consistency with the statute, SCAG will use the State’s 2030 population projections as a general guide, but proposals must first and foremost be competitive and address SCAG’s program objectives. Proposed projects must receive a minimum of 35 points out of 50 to be eligible. Please see attached scoring rubric for more information on eligibility.

## COUNTY POPULATION PROJECTION AND REGIONAL SHARE, 2030

County	Population	Share
Imperial	206,486	1.0%
Los Angeles	10,322,678	52.2%
Orange	3,291,863	16.6%
Riverside	2,728,068	13.8%
San Bernardino	2,368,002	12.0%
Ventura	872,856	4.4%
<b>Total SCAG Region</b>	<b>19,789,953</b>	<b>100%</b>

*Source: California Department of Finance. Demographic Research Unit. Report P-2A: Total Population Projections, California Counties, 2010-2060 (Baseline 2019 Population Projections; Vintage 2020 Release). Sacramento: California. July 2021.*

## MATCH REQUIREMENTS

There are no local match requirements for projects proposed through the CTC Partnership Program.

## PERIOD OF PERFORMANCE AND TIME EXTENSIONS

A project initiation schedule and expectations regarding period of performance will be determined within sixty days of project award announcements, and will be based on project complexity, funding source, and agency capacity. Once the project schedule has been established, extensions will be considered only under



## 2023 COUNTY TRANSPORTATION COMMISSION PARTNERSHIP PROGRAM GUIDELINES + CALL FOR APPLICATIONS

extraordinary circumstances, on a case-by-case basis. Extensions and scope changes must be requested in letter format. All requests must include an explanation of the issues and actions the agency or local jurisdiction has taken to correct the issues. All extensions will be contingent on funding availability and the program requirements of the funding source assigned. Program completion is based on statutory provisions and SCAG expects all selected projects to be completed in a timely manner and requires that applicants coordinate internal resources to ensure timely completion of the projects.

### IMPLEMENTING ENTITIES

Awarded applicants are expected to serve as the implementing agency of the projects and activities applied for. Based on the proposal funded this may include all the following: procuring consultants, maintaining records, submitting timely reports, invoices, and close out documents, among all other duties. Implementing agencies must be entities eligible to enter into intergovernmental agreements and must demonstrate capacity to implement government grant administration tasks in a timely manner, including applications, contract execution and monitoring, funds management and transfer, and accounting and reporting, including any competitive sub-contracting if applicable. The implementing agency cannot have any unresolved audit findings from prior government contracts and cannot be party to pending land use, housing, or environmental litigation which could impact the proposed activities.

The implementing agency will be responsible for developing the scope of work for the project or activity leading the procurement process for obtaining consultants and/or resources. The implementing agency will manage and administer the project, which includes tasks such as monitoring activity progress, reviewing tasks and deliverables, and reviewing and processing invoices.

In limited situations, if the implementing agency presents a demonstrated need that it cannot administer the procurement for grant-funded work, SCAG may take on procuring the consultant on behalf of the implementing agency. In this instance, SCAG will work with the implementing agency to complete necessary procurement and contracting. SCAG staff will manage the contract and pay for all costs incurred. However, the implementing agency is responsible for the overall project. SCAG may bundle similar projects together in a common contract.

### ADMINISTRATIVE FEE

Up to five percent (5%) of the funding allocation may be charged as administrative activities. Tasks such as reviewing and processing project invoices, processing contract amendments, and preparing reports and metrics of project progress and completion are considered administrative activities. Activities such as developing scopes of work and requests for proposals (RFP), reviewing tasks and deliverables, and outreach with jurisdictions related to the project are considered programmatic and can be charged as a program activity. For projects and activities administered by SCAG, SCAG reserves the right to use the 5% administrative fee for costs related to project administration.

### REIMBURSEMENT

All awarded applicants must submit invoices to SCAG monthly and submit a status report quarterly to receive reimbursement. Invoices must follow the requirements set forth in the contract and SCAG's regular invoicing procedures and must comply with applicable state and/or federal requirements. SCAG may consider advance payments or alternative arrangements to reimbursement and payment methods based on demonstrated need. These arrangements will be included in the agreements between SCAG and the awarded applicant. After the agreement is signed, the awarded applicant may submit invoices to

**2023 COUNTY TRANSPORTATION COMMISSION PARTNERSHIP PROGRAM  
GUIDELINES + CALL FOR APPLICATIONS**

SCAG for reimbursement for eligible activities as specified in the signed agreement. Expenditure reimbursement requires prior authorization of the eligible projects and activities, and SCAG may be subject to repayment of REAP funds to HCD if it is found in breach of its agreement with HCD, which can occur if REAP funds are used for ineligible activities. If SCAG must repay REAP 2.0 funds to the state, SCAG will require reimbursement from the awarded applicant.

SCAG will only reimburse for costs as specified in the signed agreement(s) with the Eligible Applicant or consultant selected to perform the work. No costs will be reimbursed prior to the agreement is executed.

**REPORTING REQUIREMENTS**

Consistent with SCAG’s Overall Work Program reporting procedures and Subrecipient Monitoring Policies and Procedures, the awarded Applicant will be required to provide progress reports and itemized invoices to track progress. Progress will be measured according to the tasks, deliverables, costs, and timeline. Additionally, the REAP 2.0 program requires applicants to file an annual report measuring project outcomes and desired impacts through June 30, 2026. Metrics for the annual report will be developed in the application’s evaluation criteria.

**SCHEDULE**

The following schedule outlines important dates for the CTC Program Call for Applications. **Program timelines are subject to change, per HCD direction.**

<b>CTC CALL MILESTONES</b>	<b>DATE</b>
State Approval of SCAG Reap 2.0 Application	TBD
Call For Applications Opens and Adoption of Guidelines	TBD / Early 2023
Application Workshop	TBD
Call For Applications Submission Deadline	TBD / 1 month after Call for Applications Opens
Regional Council Approval	TBD / 2 months after Submission Deadline
Final Work and Invoices Submitted	January 30, 2026

**CONTACT INFORMATION**

Questions regarding the CTC Partnership Program application process should be directed to:

Kate Kigongo  
Department Manager, Partnerships for Innovative Deployment  
Telephone: 213-236-1808  
Email: [kigongo@scag.ca.gov](mailto:kigongo@scag.ca.gov)