

# Technical Assistance Program 2.0

Informational Webinar  
December 13<sup>th</sup>, 2021



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MID-OHIO REGIONAL PLANNING COMMISSION

# Agenda

- Technical Assistance Program Introduction
- Program Eligibility and Requirements
- Technical Assistance Activity Types
- Program Application Information
- Q & A



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# Introduction

- Technical Assistance Program (TA Program) **provides MORPC staff assistance** to local government members within the Metropolitan Planning Organization (MPO)
- Community-based **planning services that advance the goals in the MTP** through implementation of specific MTP strategies
- **Awarded through a competitive application process**, evaluated by committee
- Services **completed within 6-9 months**



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# Metropolitan Transportation Plan (MTP) Strategies

## System Development

- BP 1 – Collaborate to build high comfort bicycle and pedestrian infrastructure through development regulations.
- BP 2 – Increase the quantity and quality of data on bicycle, pedestrian, and similar modes travel behavior.
- **BP 3 – Expand high comfort bicycle and pedestrian networks through the implementation of complete streets.**
- **BP 4 – Implement the Central Ohio Greenways (COG) trail vision.**
- **BP 5 – Implement the Active Transportation Plan to create high comfort regional pedestrian and bicycle networks.**
- **BP 6 – Make neighborhoods walkable and bikeable through infrastructure projects that fill gaps in the high comfort pedestrian and bicycle networks.**
- BP 7 – Ensure neighborhoods and employment locations have high comfort connections for pedestrians and bicyclists to the regional pedestrian and bicycle networks.
- **BP 8 – Facilitate multi-jurisdictional dialogue to improve opportunities through collaboration.**
- TRAN 1 – Collaborate to build transit infrastructure through development regulations.
- **TRAN 6 – Make neighborhoods transit supportive through infrastructure projects.**

# Metropolitan Transportation Plan (MTP) Strategies

## System Management

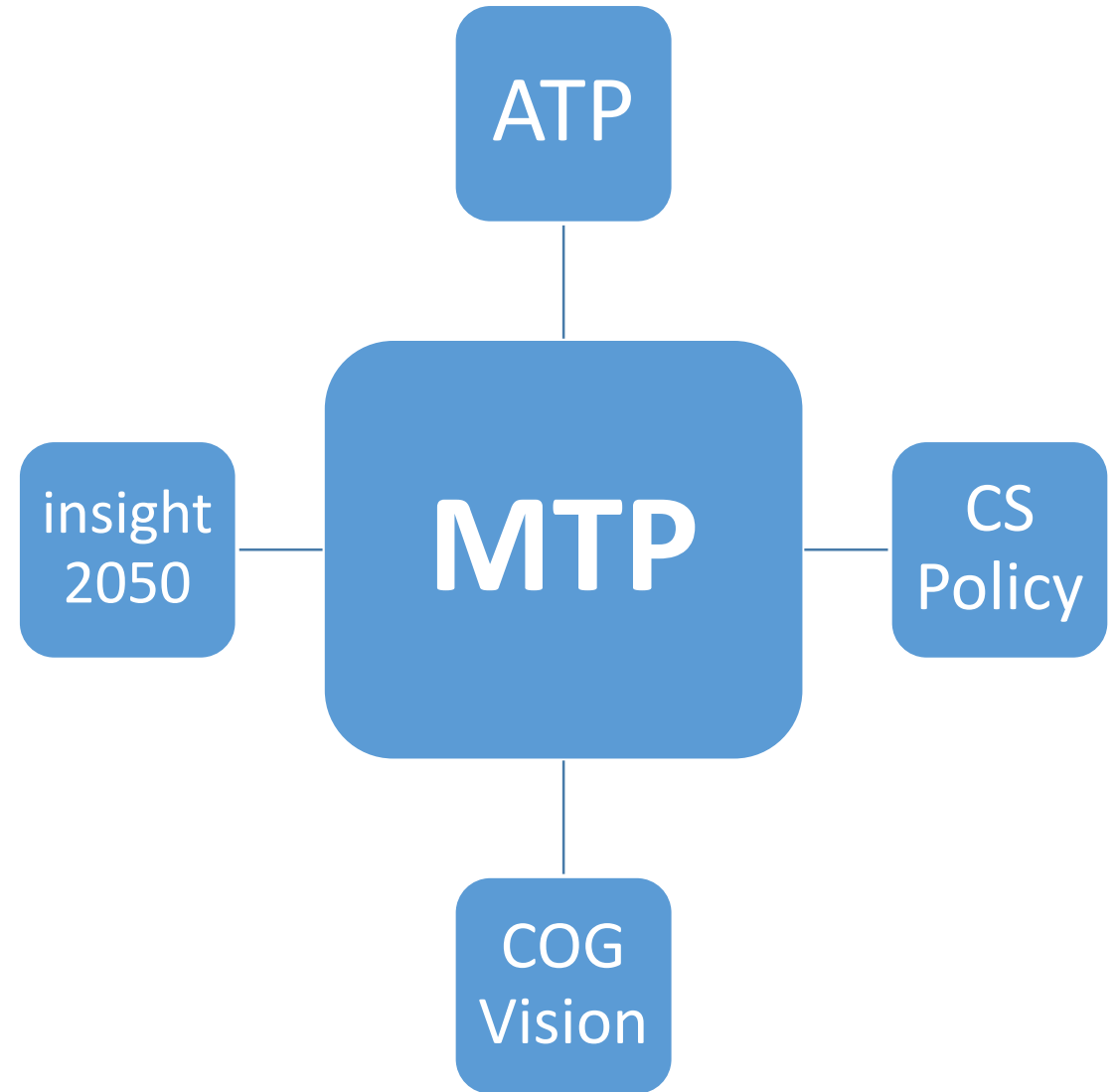
- OP 10 – Modify lane configurations of roadways, where appropriate, to safely match vehicle, transit, bike, and pedestrian demand.
- DM 3 – Collaborate to reduce the need for vehicle travel through development regulations.
- DM 6 – Make neighborhoods safely walkable, bikeable, and accessible by transit through non-infrastructure projects and programs.

## Transportation System Related

- SYS 1 – Collaborate to ensure localized and regional transportation systems needs are addressed in development decisions.
- **SYS 2 – Develop transportation system to serve all demographic population groups.**

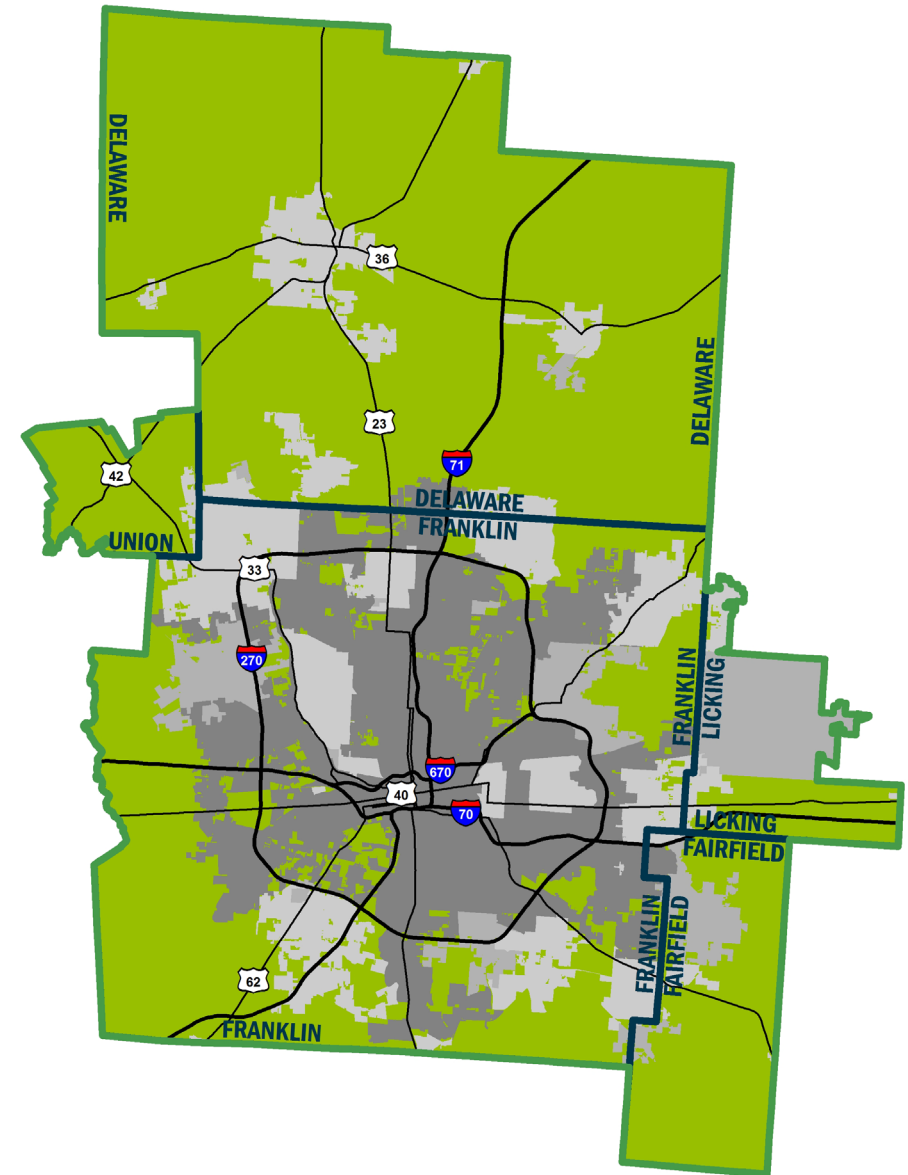
# TA Program Purpose

- Services should align with existing or proposed community projects that establish a strong connection to the:
  - Metropolitan Transportation Plan (MTP)
  - Active Transportation Plan (ATP)
  - MORPC Complete Streets Policy
  - Central Ohio Greenways (COG) Vision
- These plans lay out a vision for a transportation system that provides the mobility options needed to support the region's growing population.



# Program Eligibility

- Local government member within the MPO
- Services requested are within the scope of the TA Program
- Application must be complete, including:
  - Detailed scope of work (with estimated schedule)
  - Signed letter of commitment
- Application must be received prior to the application deadline



# Applicant Responsibilities

**Designation of staff  
time commitment and  
specific Project  
Manager**

**Provision of any  
relevant data or  
materials**

**Participation from  
relevant departments  
within the local agency**

**Regular  
communication with  
appropriate community  
stakeholders**

**Regularly scheduled  
check-ins with  
MORPC staff**

**Consistent and timely  
review of all materials  
submitted**



# Activity Types



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# Technical Assistance Activity Types

- 
- 1 Central Ohio Greenways Vision Refinement
  - 2 Trail Access Improvements
  - 3 Active Transportation Project Prioritization
  - 4 Complete Streets Policy
  - 5 Walk Audit
  - 6 Transit Oriented Development
  - ? Other Activity Type

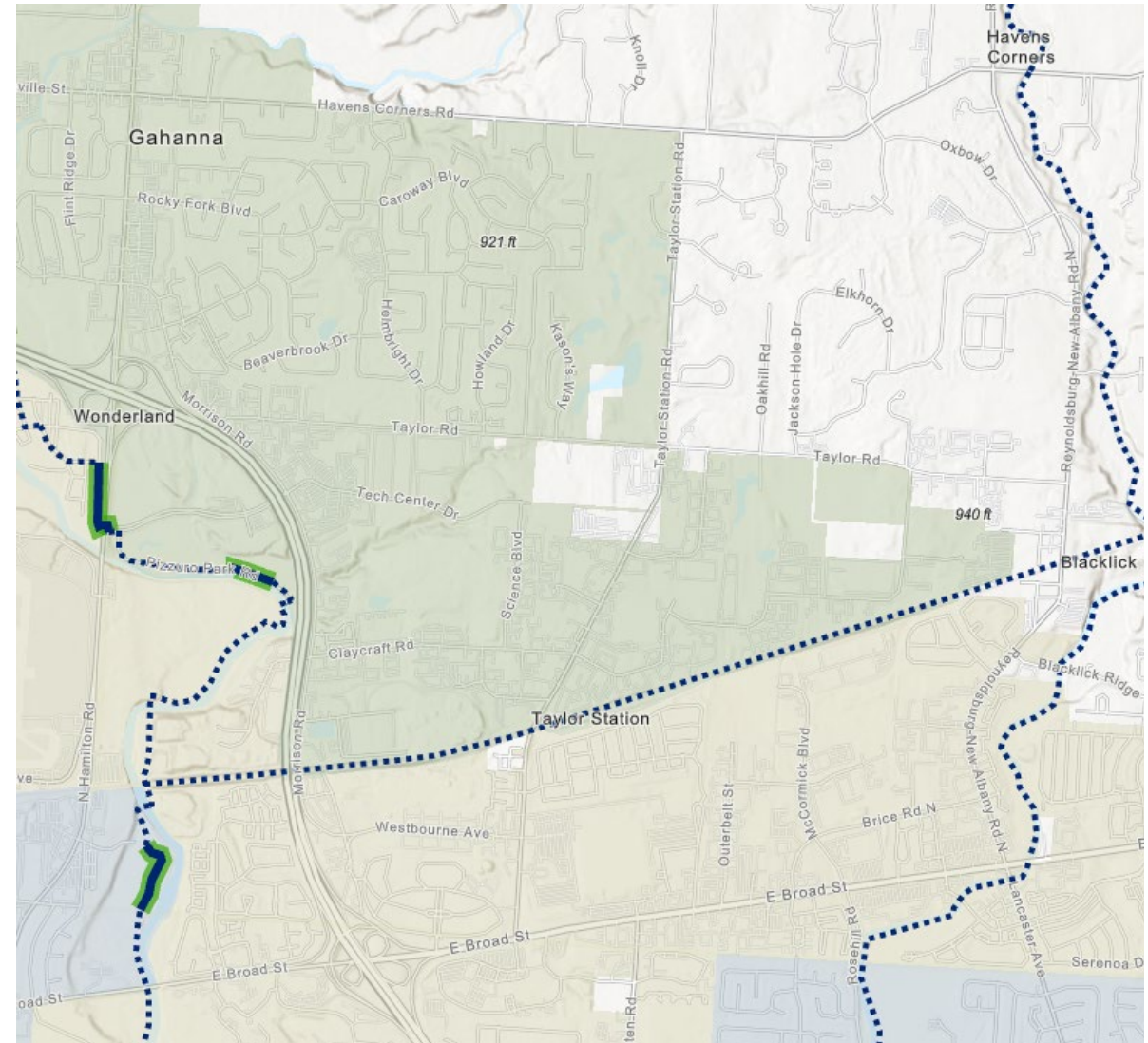
# Central Ohio Greenways Vision Refinement

## Activity Tasks:

- Review the COG Vision within jurisdiction
- Refine proposed trail facilities
- Develop strategy for prioritizing and implementing proposed facilities

## Activity Goal:

- Move COG Vision closer to implementation



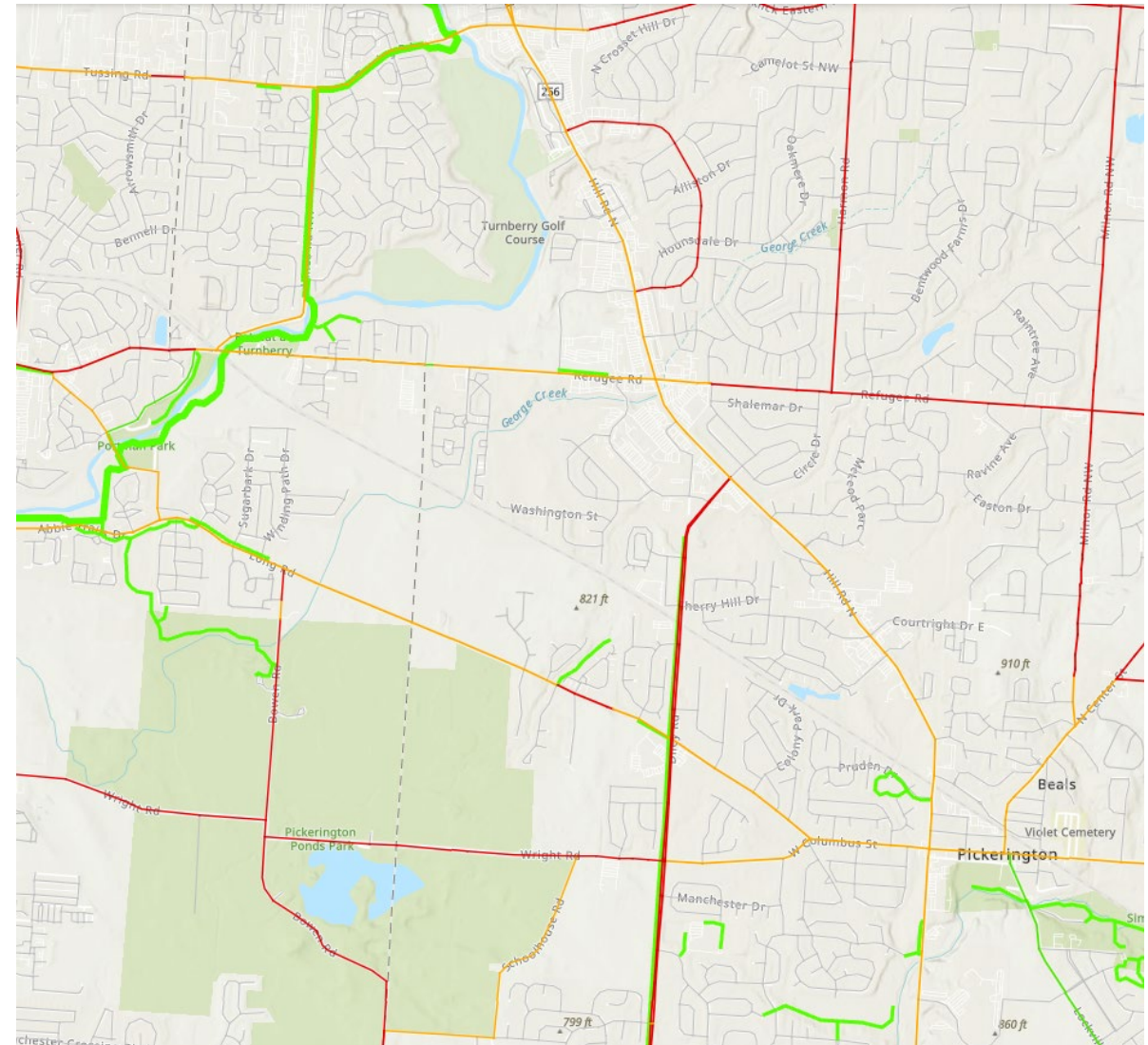
# Trail Access Improvements

## Activity Tasks:

- Review trail accessibility within jurisdiction
- Identify potential access improvements
- Develop strategy for prioritizing and implementing proposed improvements

## Activity Goal:

- Implement regional ATP and lessons learned from COG Trail Prioritization Study



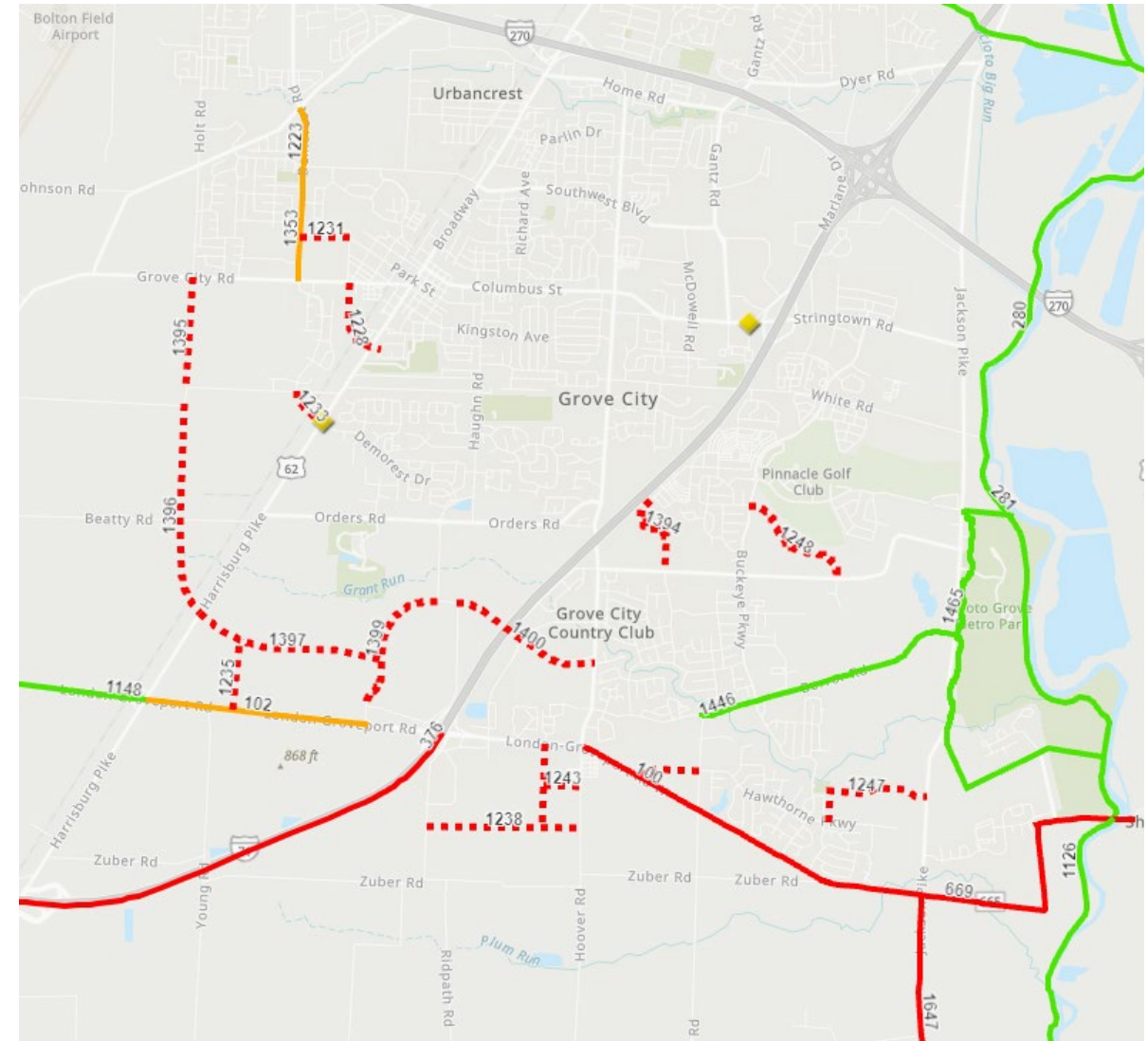
# Active Transportation Project Prioritization

## Activity Tasks:

- Review active transportation projects in the MTP within jurisdiction
- Review additional active transportation needs
- Refine potential projects for inclusion the next MTP update
- Develop strategy for prioritizing and implementing proposed improvements

## Activity Goal:

- Implement MTP and ATP



# Complete Streets Policy

## Activity Tasks:

- Review existing policies and standards established in community
- Establish relevant best practices and guidance
- Develop Complete Streets Policy

## Activity Goal:

- More local communities adopt CS Policies throughout the region

## Complete Streets Policies

Several Central Ohio communities have adopted their own Complete Streets policies, resolutions, or ordinances:

- [Columbus – Complete Streets Resolution](#)
- [Delaware – Complete Streets Policy](#) \*
- [Franklin County – Complete Streets Resolution](#)
- [Hilliard – Complete Streets Policy](#)
- [Gahanna – Complete Streets Policy](#)
- [Liberty Township – Complete Streets Policy](#)
- [Upper Arlington – Complete Streets Policy](#)
- [Westerville – Complete Streets Resolution](#)
- [Worthington – Complete Streets Policy](#) \*

*\*Past TAP activities*

# Walk Audit

## Activity Tasks:

- Review pedestrian-involved crashes within a community
- Conduct a detailed walk audit at priority location
- Develop strategy for prioritizing and implementing improvements

## Activity Goal:

- Implement Central Ohio Transportation Safety Plan (COTSP)



# Transit Oriented Development

## Activity Tasks:

- Assess local policies and codes within a community
- Identify potential changes for enabling transit-supportive development
- Develop strategy for implementing recommended changes

## Activity Goal:

- Implement active transportation and transit-supportive development





# Parameters for “Other” Activity Type

- Technical assistance should **focus on moving from plan/concept to project implementation.**
- Activity should align with:
  - Metropolitan Transportation Plan (MTP),
  - Active Transportation Plan (ATP), or
  - Central Ohio Greenways Vision.
- Applicant must **provide a detailed scope of work.**



# Application Information

<https://morpc.formstack.com/forms/tap2022>



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# 2022 Application

- Application is available online via [Formstack](#)
- Consists of four (4) total pages
- **Allows for saving progress and returning**
- **Files can only be attached right before submitting the application**
- **All fields are required**
- Relevant details and information can be found in the [2022 Technical Assistance Program Guide](#)



Welcome to the 2022 MORPC Technical Assistance Program application form!

**Deadline:** A completed application must be submitted by **5:00 PM Eastern Time on Friday, January 14, 2022.**

**Save and Resume Later:** You will be able to save a partially completed application by capturing and saving a unique link or you may also choose to have this link emailed. When you are ready to revisit the application, you will simply click or paste the unique application link into a browser, and the application will reload with any fields that had already been filled in. If you make any changes to the application, make sure you re-save and resend or capture the application link.

**File Attachments:** On the final page of the application, you are provided with sections to upload required attachments. This includes a detailed scope of work and signed letter of commitment. This is the final step of the application process.

It is important to understand that you should not attach any files until you are ready to submit your application. The Save and Resume Later option does not support file attachments.

In addition, the total size of the attachments combined cannot exceed 25mb. If you have any issues with uploading your attachment, please contact Lauren Cardoni at [lcardon@morpc.org](mailto:lcardon@morpc.org) or 614-233-4128.

**Required Fields:** An asterisk (\*) after a field label indicates a required field. Any required fields that are not populated will be highlighted in red upon submission.

**Please make sure your application is finalized before submitting.**

Click the Start button below to begin.

Start



Start

# Application Details

## REQUIRED DOCUMENTATION

### 1. Applicant Contact Information

- Please list contact information for designated project manager

### (1) Applicant Information

Please fill in the following information:

MORPC Member Local Government (Applicant)\*

Project Manager Name\*  
   
First Name Last Name

Title\*


Phone Number\*

Email Address\*

Mailing Address\*  
  
Address Line 1

City ZIP Code

[Save and Resume Later](#)



Progress

# Application Details

## REQUIRED DOCUMENTATION

### 2. Activity Type

- Select activity type from drop-down list

### 3. Preferred Scope of Work

- Submit preferred scope of work, including an estimated schedule for selected activity type

### 4. Staff Commitment

- Based on scope of work and estimated schedule

## Technical Assistance Request Information

Please fill in the following information about your Technical Assistance request.

### (2) Technical Assistance Activity \*

Please select a Technical Assistance activity from the drop-down list above. You will also be required to submit your preferred scope of work on the final page of this application form.

### (3) Preferred Scope of Work

Please submit your preferred scope of work, including an estimated schedule, for the selected activity type. This should be attached **on the final page of this application form.**

### (4) Staff Commitment \*

Based on the identified scope of work and estimated activity schedule, how many person hours (per week, per month, or total) does the applicant intend to commit to the activity?

**Save and Resume Later**

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# Application Details

## APPLICATION CRITERIA

5. Community Objectives
6. MTP Strategies
7. Implementing Regional Priorities
8. Equity Considerations
9. Local Commitment and Collaboration
10. Leveraging Investment



### Purpose and Intent

#### (5) Community Objectives

Please describe the significance of the proposed activity. What are the objectives and what is the perceived benefit to the community? How will an award of technical assistance through the TA Program improve the activity?

Community Objectives \*

3500/3500

#### (6) MTP Strategies

Please indicate how the selected activity will advance specific strategies from the MTP focused on improving active transportation and transit infrastructure. Your response should address at least two (2) and up to five (5) of the most applicable strategies. Refer to the Program Purpose in the [Technical Assistance Program Guidelines](#) on page 3 for the relevant MTP strategies.

MTP Strategies \*

3500/3500

3200/3200

# Application Details

## REQUIRED ATTACHMENTS

- **Scope of Work**
  - Must include estimated schedule and responsibility details
- **Signed Letter of Commitment**
  - See Sample Letter of Commitment

### Required Documentation

To ensure elected community leaders and/or department directors recognize that staff are requesting technical assistance through the MORPC TA Program, a letter of commitment signed by a local leader or department director must accompany the application.

[Sample Letter of Commitment](#)

Failure to submit will result in the application being ineligible. Required documentation must be submitted with a completed application to MORPC no later than the application deadline of **5:00 PM Eastern Time on Friday, January 14, 2022**.

Do not attach any documents to your application until you are certain you are ready to submit. The total size of the attachment combined cannot exceed 25mb. If you have any issues with uploading your attachment, please contact Lauren Cardoni at lcardoni@morpc.org or 614-233-4128.

#### Scope of Work Document Upload \*

No File Chosen

Please submit your preferred scope of work, including an estimated schedule, here.

#### Signed Letter of Commitment Upload \*

No File Chosen

Please upload your signed letter of commitment here

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# Application Details

## SCOPE OF WORK OUTLINE

### Central Ohio Greenways Vision Refinement

**Background:** The Central Ohio Greenways (COG) Vision establishes a vision for the future network of regionally significant trail facilities in Central Ohio. Many of the proposed facilities were originally identified along river corridors or constrained roadways but may be more feasible along different routes.

**Description:** This activity will allow a community to review the COG Vision in detail within their jurisdiction to refine the proposed trail facilities and develop a strategy for prioritizing and implementing those proposed facilities. Completion of this activity should lead to a feasibility study or application for funding to design and/or implement the identified facilities.

#### Anticipated Services:

- a. Review existing plans and projects
  - i. Local agency will compile all local plans and proposed projects
  - ii. MORPC will review plans, proposed projects, and COG Vision to establish working base map for refinement
- a. Data development and analysis
  - i. MORPC staff will conduct data analysis as necessary to identify potential routes
- b. Lead up to two (2) workshops for staff, stakeholders, or public
  - iii. Local agency will identify priority groups to meet with and coordinate invitations
  - iv. MORPC staff will lead workshops to review existing plans, identify alternatives, and develop strategies for implementation
- c. Finalize potential route options and implementation strategies
  - v. MORPC staff will conduct any final data analysis, as necessary
  - vi. MORPC staff will consolidate input from all parties into summary of potential COG routes and related recommendations

#### Anticipated Deliverables:

- a. Technical documentation including:
  - i. Potential routes and any relevant opportunities/constraints
  - ii. Recommended network connections and access points
- b. Strategy document identifying next steps and implementation



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## SAMPLE LETTER OF COMMITMENT

[DATE]

MORPC Technical Assistance Program  
Attn: Lauren Cardoni

[Community] is a member of the Mid-Ohio Regional Planning Commission (MORPC) located within the Metropolitan Planning Organization (MPO) boundary and is requesting MORPC technical assistance to assist with [Activity Type].

If the technical assistance is awarded, [Community] agrees to the following:

- The technical assistance services will be completed within the timeframe specified in the schedule submitted with this application, beginning with the agreed-upon kick-off date;
- [Community] will designate a community staff member as Project Manager;
- Project Manager will participate in regular coordination meetings with MORPC staff;
- [Community] will dedicate staff time to completion of the selected activity throughout the scheduled timeframe for the activity;
- Project Manager will ensure timely review of all materials submitted throughout the process;
- Project Manager will assist with identification of and regular communication with appropriate community stakeholders;
- [Community] will ensure coordination with other relevant departments within the agency;
- [Community] will adhere to Scope of Work as submitted with their application for technical assistance;
- [Community] will enter into an agreement with MORPC prior to initiation of services confirming the scope of work and activity schedule;

\_\_\_\_\_  
[Signature of Leadership Official]

\_\_\_\_\_  
[Name of Leadership Official]



# Application Evaluation

*Applications will be scored by an evaluation committee based on the application criteria*



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# Application Details

## APPLICATION CRITERIA

### 5. Community Objectives (25 points)

- Please describe the significance of the proposed activity.
- What are the objectives and what is the perceived benefit to the community?
- How will an award of technical assistance through the TA Program improve the activity?

### 6. MTP Strategies (20 points)

- Please indicate how the selected activity will advance specific strategies from the MTP focused on improving active transportation and transit infrastructure.
- Your response should address at least two (2) and up to five (5) of the most applicable strategies.
- Refer to the Program Purpose on page 3 for the specific strategies.

# Application Details

## APPLICATION CRITERIA

### 7. Implementing Regional Priorities (20 points)

- Describe how the selected activity will help to implement project(s) in alignment with the MTP, ATP, or COG Vision.

### 8. Equity Considerations (15 points)

- Describe how the selected activity will address transportation needs of transportation disadvantaged and/or underserved populations.
- Transportation disadvantaged or underserved populations may include:
  - Low-income
  - Minorities
  - Senior Citizens
  - Veterans
  - Children / Minors
  - Persons with mental / physical disabilities
  - College Students
  - Or other groups that are often (unintentionally) excluded from planning processes

# Application Details

## APPLICATION CRITERIA

### 9. Local Commitment and Collaboration

(10 points)

- To be awarded assistance through the TA Program, communities must commit to designating a community staff person as Project Manager.
- Above and beyond this minimum requirement, please indicate how the selected activity will engage relevant community stakeholders to participate in the technical assistance process.
- Identify potential stakeholders and describe how their involvement would increase the success of the activity.

### 10. Leveraging Investment (10 points)



- How will MORPC technical assistance services be leveraged to implement active transportation and transit infrastructure?

# TA Program Timeline



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# Important Dates

|   |  |   |  |   |
|---|--|---|--|---|
| <b>December 13, 2021</b> <ul style="list-style-type: none"><li>• <b>Call for Applications</b></li><li>• Informational Webinar</li></ul>  | <b>January 14, 2022</b> <ul style="list-style-type: none"><li>• <b>Deadline to Submit Applications</b></li></ul>  | <b>February 4, 2022</b> <ul style="list-style-type: none"><li>• Awardees Notified</li></ul> | <b>[March 2022]</b> <ul style="list-style-type: none"><li>• Begin Technical Assistance</li></ul> | <b>[November 2022]</b> <ul style="list-style-type: none"><li>• Completion of Technical Assistance</li></ul> |
|---|--|---|--|---|

[www.morpc.org/program-service/technical-assistance-program](http://www.morpc.org/program-service/technical-assistance-program)

## LAUREN CARDONI

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# QUESTIONS?