Requirements and Guiding Principles for Development/Design Only Projects

General description:

Development/design-only (DDO) projects are intended to engage with communities to address known active transportation needs in locations that require significant planning analysis before Preliminary Engineering (PE) is initiated. **This funding is not for PE only projects.** Only 5% of total funding available for active transportation funding programs will be made available for DDO projects. Please carefully review this document to see if this project type fits your situation.

- Plan views/cross-sections are not submitted for this grant category (submitted plans/cross-sections will not be reviewed), however a project map circling the proposed study area will be submitted.

- This category is not intended to be a PE only grant. Pedestrian & Bicycle or Safe Routes to School construction grants can cover PE as well as construction)

- Development/design-only funding is intended to support movement of conceptual stage projects (with many uncertainties regarding feasibility of potential solutions) to a 60% design.

    - Project locations and treatments remain largely untested and agencies expect to look at a number of alternatives as part of their project.

    - Preliminary right of way studies have generally not been completed

    - Environmental concerns are generally unknown

    - Need has been identified (outlined in one or more plans for example) and many community members and community leadership will have recognized that need, but there is usually no real consensus on what kind of project will fulfill that need. Therefore public outreach is generally a primary component of these projects.

        - Note: all construction projects have an element of community engagement. Development/Design-only projects often have much more community engagement work to do. Applicants should recognize that a conceptual solution of interest to agency staff or even elected officials, might not be what the community ultimately supports.

- WSDOT will evaluate DDO projects primarily through information provided in the project cost estimate. Use the cost-estimate to indicate all proposed project tasks and to provide detail about those tasks.

Design-only projects tend to be broader in scope such that they require a heavier investment in outreach and solutions research. However, the projects are not just exploratory as there is an expectation that design-only projects will complete a design for pedestrian and/or bicycle facilities to the 60% level.

- Not all design elements need to reach 60% design, but central elements that are necessary to address the need and purpose of the project (moving active travelers of all ages and abilities along and across a major arterial, for example) must achieve this benchmark.

- The exploratory nature of these projects will likely identify elements that are of high interest to the community, and related to the primary need/purpose. Such elements can be designed at lower levels, though 30% is a minimum recommendation if those elements are to be included in future construction funding applications under the PBP (less design uncertainty increases grant competitiveness).

Some of the activities that a design-only project might include are:

- Collecting pedestrian and bicycle volume data

- Conducting public engagement/awareness

- Planning/analyzing project specific bicycle and pedestrian networks

- Conducting preliminary right of way investigations

- Performing preliminary environmental analyses

- Developing interim (pop-up) treatments to evaluate alternatives

The activities chosen should support preliminary engineering to develop the 60% infrastructure design that addresses the project need/purpose.

Requested Supporting Materials:

- Application (completed online)
- Cost estimate
- Map with area of study circled (area where potential solutions will be considered)

DDO projects require a detailed budget that allows application reviewers to understand how effective you would be at arriving at the right project solution(s) that will be supported by the community and feasible to construct. **Indicating outreach without providing details will lead reviewers to assume a minimum amount of outreach or use of outreach tools with lower effectiveness**. The percent of budget devoted to outreach is an indicator, but it is expected that outreach funding will be spent on outreach and not transferred to the design work.

Rather than plan views, that show us exactly what is intended to be built, and a budget that lays out materials and costs, DDO projects provide a detailed budget that estimates the following:

1. Costs for work that will need to occur before design work begins:

    a) Initial outreach

    - How many activities
    - What kinds of activities or actions (including actions that ensure effective outreach to transportation disadvantaged and/or underserved populations)
    - Outreach locations

- Facility rentals
- Outreach materials costs
- Language support
- ADA support
- Other

b) ROW research

- Title Searches
- ROW Project Funding Estimate/True Cost Estimate
- Other

c) Environmental research

- Pre SEPA/NEPA Scoping
- Other

d) Securing permits

e) Temporary project implementation

f) Alternatives analysis and secondary outreach

- How many activities
- What kinds of activities or actions (including actions that ensure effective outreach to transportation disadvantaged and/or underserved populations)
- Outreach locations
- Facility rentals
- Outreach materials costs
- Language support
- ADA support
- Other

2. Costs for and the design work itself

a) Cost for key element addressing need/purpose to be designed at 60% level

b) Cost for other elements at less than 60%

Key strategies the final design will address:

- Speed management
- All ages and abilities (8-88)
- Connected active transportation infrastructure networks
- Existing safety concerns
- Existing equity concerns
- Existing access concerns

Outreach considerations:

1. **Broad communication (providing project information and letting people know about outreach opportunities)**
   - mailers

- variable message signs
- flyers (number and type of locations)
- social media
- radio
- television
- website
- email
- community news papers (including ethnic media)
- press releases
- Other

2. **Targeted outreach** (transportation disadvantaged groups, communities of color, affected groups that tend not to participate)
   - Community leader contact
   - Information at community events
   - Other
3. **Decision maker in-reach**

4. **Evaluation of outreach effectiveness and supplemental actions**

5. **Activities and Events:**
   - Advisory committee/working groups
   - Charrette
   - Focus Group/Round Table (group interview and discussion)
   - Interview (one on one, structured, random sample or selected representative stakeholders)
   - Open house (less structure, displays, staff to answer questions)
   - Workshop (structured public event, presentations, breakout sessions)
   - Surveys
   - Technical Committee
   - Trusted Advocates
   - Ride alongs