



## I-395/95 Commuter Choice FY 2024-2025 Project Application

[1](#) Page 1 [2](#) Page 2 [3](#) Page 3 [4](#) Page 4 [5](#) Page 5

### FY 2024-2025 Project Application

This application is being prepared and submitted as part of the I-395/95 Commuter Choice FY 2024-FY 2025 Call for Projects to be included in the FY 2024-2029 Six Year Improvement Program (SYIP).

The project details provided herein may be used to establish performance metrics as part of an annual monitoring process. Further, the application material, including uploaded files and maps, may in part or in whole, become part of the public record and/or used in the development or preparation of public outreach materials.

Project Title/Name \*

### PART 1 GENERAL INFORMATION

#### 1.1 Applicant Information

Please indicate the jurisdiction or agency that is submitting this project application. If a project is being submitted by two or more jurisdictions or agencies, please indicate both the lead and partner applicants. The lead applicant will be responsible for administering the project, including submitting reimbursement requests and receiving funds.

Submitting Jurisdiction or Agency \*

Partner Jurisdiction(s) or Agency

#### 1.2 Point of Contact Information

Please indicate the point(s) of contact for this project. The contact(s) should be the responsible party (or parties) for this project application and able to discuss project details with the NVTC Commuter Choice team or otherwise direct questions regarding the project to the appropriate person.

Name: Primary Project Contact \*

Email \*

Job Title \*

Phone \*

Name: Secondary Project Contact

Email

Job Title

Phone

### 1.3 Applicant Preference for Funding

Please list all projects to be submitted by your jurisdiction or agency in the order of funding preference as described on your board, commission, or council resolution. The order must be identical for all applications from your jurisdiction or agency.

#### Funding Priorities

⊗ Funding Priority 1

+ Add Funding Priority

### 1.4 Jurisdiction/Agency Endorsement to Apply for Funding

Upload the executed endorsement/authorization (resolution, minutes, action) of your jurisdiction/agency's Board, Council or Commission to apply for Commuter Choice funding. The endorsement/authorization should indicate a funding preference of all submitted projects that matches Section 1.3 of this Application.

Executed Endorsements \*

Upload or drag files here.

## 1.5 Documentation of Any Third-Party Engagement

Does the project require the significant engagement of a third party (such as VDOT, WMATA or another jurisdiction) for its successful implementation?

Yes  No

*Answer Yes if a third party would be involved in construction or operation of the project, or the project would substantially modify facilities/right-of-way owned by a third party.*

If Yes, please identify the third party (or parties) and way in which they will be involved with the project, as well as the status of coordination to date. \*

If Yes, you must also attach a signed executive-level letter, approved Board/Council resolution or executed interagency project agreement from each third party identified above that demonstrates their support for the proposed project and willingness to work with your jurisdiction/agency to implement it. \*

Upload or drag files here.

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1

[1 Page 1](#) [2 Page 2](#) [3 Page 3](#) [4 Page 4](#) [5 Page 5](#)

## PART 2 PROJECT INFORMATION AND ELIGIBILITY

Projects must meet **each of the** eligibility criteria of the [Amended and Restated Memorandum of Agreement Regarding the Annual Transit Investment from the 395 HOT Lanes](#) to be considered eligible for I-395/95 Commuter Choice. This section will prompt you for the needed information regarding project eligibility. The information that you provide about the proposed project may be used in outreach material or shared with the public.

### 2.1 Project Type

The project must be an eligible type of multimodal improvement (see section (II)(D)(1)(c), p.11 of the MOA). Select all that apply: \*

- New bus service (up to 24 months of operating subsidy for a new route and any applicable capital expenses, including bus purchases and any transit priority improvements)
- Enhanced bus service (up to 24 months of operating subsidy for improvements to an existing route and any associated applicable capital expenses, including bus purchases and any transit priority improvements)
- Access to transit (pedestrian and bicycle access improvements from residential areas to nearby transit stations, hubs and stops)
- Capital rail improvements (to Metrorail and/or Virginia Railway Express facilities)
- Park and ride lot (which may include access improvements)

- Roadway operations/intersection safety (operational and safety strategies and capital improvements to roadways that parallel or connect with I-395/95)
- Transportation Demand Management (TDM) (up to 24 months of support for incentives, targeted exclusively to toll payers and with directly measurable outcomes, to reduce drive-alone commute trips)
- Transportation system management & operations (as per the MOA, please see 23 USC § 101(a)(30), 9/30/2017 for permitted activities)
- Other, such as projects identified in Commonwealth studies and plans, the region's constrained long-range plan or NVTA TransAction

## 2.2 Project Cost Estimate and Milestone Schedule

**Please complete the Commuter Choice Project Cost and Milestone Schedule workbook for this project and upload it to your application.** The workbook is a required part of the application. It will inform the contents of the Standard Project Agreement should the project be selected for funding.

[The workbook is available here.](#)

### a. Summary Cost Information

	<b>TOTAL PROJECT BUDGET</b>	<b>REQUESTED COMMUTER CHOICE FUNDING</b>	<b>OTHER FUNDS</b> (if applicable)
	(Instructions tab, cell E7)	(Instructions tab, cell F8)	(Instructions tab, cell E9)
Enter totals from the indicated Commuter Choice Project Cost Estimate and Milestone Schedule workbook cells.	\$ <input style="width: 100px;" type="text"/>	\$ <input style="width: 100px;" type="text"/>	\$ <input style="width: 100px;" type="text"/>

Please attach the completed Commuter Choice Project Cost Estimate and Milestone Schedule workbook.

Workbook File Upload \*

Upload

or drag files here.

### b. Annualized Commuter Choice Funding Request

Please enter the annualized Commuter Choice funding request from the Commuter Choice Project Cost Estimate and Milestone Schedule workbook, Instructions Tab, cell E10:

### c. Transit Service Operating Costs

Does the project involve the operation of a new or expanded transit service? \*

- Yes  No

If Yes, please break out the costs directly attributable to operating service – specifically fuel, oil, drivers’ salaries and fringe benefits, dispatcher salaries and fringe benefits, and licenses – from the overall gross operating cost (which may also include operations-related expenses such as maintenance, training and insurance) in one of two ways. Check which one you will use:

- I will identify a percentage of the overall gross service cost that the transit operating costs (as defined above) comprise.
- I have entered specific dollar amounts for Transit Operating Costs (as defined above) and Other Operating Costs in the Commuter Choice Project Cost Estimate and Milestone Schedule workbook.

*The overall share of Commuter Choice funding that can be allocated to transit operating costs is limited and the requested cost breakout (by either method) helps NVTC maximize support for transit service improvements. The definition of transit operating costs and percentages above align with Federal Transit Administration guidance.*

#### **d. Larger Capital Projects**

Are you requesting more than (approximately) \$5 million in Commuter Choice funding for capital activities (excluding vehicles)? If so, additional parameters and documentation requirements apply. These are noted, where applicable, in the remainder of the application. \*

- Yes  No

#### **e. Other Funding Sources**

Please identify the types of other funding sources, if any, that will be applied to the overall project, as entered in the ‘C. Other Funding Sources’ tab of the Commuter Choice Project Cost Estimate and Milestone Schedule Workbook:

- Fare revenue
- Funds for implementation that are already committed to the project (for instance, in an approved program or allocated via board/council/commission action; do not count prior Commuter Choice awards)
- Funds for implementation that are not yet committed

Please attach available documentation of any funds committed to the project.

Upload or drag files here.

*Required for Larger Capital Projects that have other committed funds.*

Briefly describe the steps needed to obtain any remaining funding commitments.

Required for Larger Capital Projects that are awaiting other funding commitments.

**f. To be eligible, Commuter Choice funding must be obligated through execution of a Standard Project Agreement (SPA) by July 1, 2025 (two years after allocation). What is the target date for SPA execution, if the project receives funding?**

*NVTC will not be able to reimburse project expenses until the SPA is executed.*

**g. To be eligible, Commuter Choice funds be fully expended by July 1, 2028 (five years after allocation). What is the target date for expenditure of Commuter Choice funds, if the project receives funding?**

**h. When would the project begin service?**

Please note:

For transit services and other operations projects, provide the date that service would begin. If the project is a continuation of an existing Commuter Choice-supported transit service, provide the date that the FY 2024-2025 funding would take effect.

- For capital projects, provide the opening date.
- For incentives, provide the date that the incentives would be available to commuters.

## 2.3 Project Scope

### a. Transit Service Renewals

Is the proposed project a continuation of a new or enhanced bus service that has previously received Commuter Choice funding? \*

Yes  No

If Yes, please identify the route and any refinements to the prior scope (e.g., more or fewer trips, modest routing adjustments) that would be implemented if the service receives continued funding from the program. You can (optionally) upload any maps or other documents below that help describe any proposed changes in service. If you are substantially restructuring the route, select No above. Also identify any capital expenses included in the renewal proposal. If you are proposing to purchase vehicles to accommodate an expansion in service, please identify the propulsion type (e.g., CNG, diesel, electric, fuel-cell, hybrid). Then scroll to the bottom of this page of the application (you may skip all remaining questions on this page) and move ahead to Part 3.

Optional file upload

or drag files here.

### b. Scope Description

Please detail the scope of the project and the intended uses of Commuter Choice funds. (If you are proposing to purchase vehicles, please identify the propulsion type (e.g., CNG, diesel, electric, fuel-cell, hybrid).)

Please note:

- For Larger Capital Projects, Commuter Choice funds may only be used for asset acquisition, including land, and construction.
- For standalone TDM projects, direct incentives exclusively targeted to toll payers and with directly measurable outcomes must be the focus of the project. Specifically, such incentives must constitute at least two-thirds of the total cost of the project. Staffing and/or marketing may constitute the remainder.

### c. Project Location (i.e. area, intersection, corridor or route)

Fully describe the project location including termini, routing, and stations/stops served, where applicable.

Optional: Attach any maps, sketches, drawings, or georeferenced data showing the project location -i.e. shapefile (.shp), geodatabase with feature classes (.gdb), Keyhole markup language/Google Earth (.kmz), spreadsheet with geographical identifier information (.csv, .xls) or other relevant project location data.

Optional file upload

or drag files here.

d. To be eligible, the project must benefit tollpayers. How does the project benefit tollpayers? Select all that apply.

- This project will provide an alternative to traveling by single occupancy vehicle, reducing peak-period congestion on I-395/95, resulting in lower tolls.
- This project will encourage ridesharing and remove single occupancy vehicles from I-395/95, resulting in lower tolls.
- This project will improve access to transit and encourage greater transit use, thus removing vehicles from I-395/95, resulting in lower tolls.
- This project will improve parallel highway operations reducing congestion, resulting in lower tolls.
- This project will provide incentives for multimodal commuting options, thus removing vehicles from I-395/95, resulting in lower tolls.

e. To be eligible, the project must support at least one of the Commuter Choice improvement goals for the I-395/95 corridor. Which does the project support? Select all that apply.

- Maximize person throughput in the corridor
- Improve mobility along the corridor
- Support new, diverse travel choices
- Enhance transportation safety and travel reliability

## 2.4 Project Planning

a. Planning Status (select all documents/plans that reference the project)

- Constrained Long Range Plan (CLRP)
- Transit Development Plan
- Capital Improvement Project
- Local Comprehensive Plan
- MPO Plan
- NEPA Study
- Planning/Safety Study
- 

### b. Planning Conducted to Date

Please summarize the planning and, if applicable, any other project development activities conducted to date for the project. \*

*Required for Larger Capital Projects.*



## 2.5 Additional Documentation

Upload any additional available documentation regarding the project cost, scope and schedule here, as well as copies of any agreements executed to date that are needed for project implementation. *(Required for Larger Capital Projects.)*

Additional Documentation \*

or drag files here.

2

1 Page 1 2 Page 2 3 Page 3 4 Page 4 5 Page 5

## PART 3 TECHNICAL MERIT CRITERIA

The information provided in this section will be used as part of the project selection process. For projects selected for funding, ongoing project monitoring may also be based on the information provided below. Please see the [Commuter Choice Recipient Handbook](#), chapter 4, for explanations of how this information is used in the technical evaluation process.

### 3.1 Person Throughput

The objective of the person throughput evaluation criterion is to assess how well a project is suited to move more people through the corridor efficiently.

On a typical day, during the opening year of the project, how many additional people will the project move inbound, toward D.C., during the AM peak period? \*

*(Note: if the proposed project is a continuation of previously funded new or enhanced bus service, identify the estimated total AM peak period inbound ridership resulting from Commuter Choice funding in the first year of continued service.)*

For the same scenario above, i.e. on a typical day, during the opening year of the project, how many vehicle trips will be used to move the additional people identified above? \*

Identify your assumptions and sources for throughput improvement.

Provide your assumption description below...

OR via file upload \*

or drag files here.

### 3.2 Peak Period Travel Time

The objective of the peak period travel time criterion is to evaluate a project's ability to provide or support consistent travel time during congested periods for users of the corridor as well as to improve the operational efficiency of the transportation network.

Identify an origin for a typical project trip (inbound toward Arlington or D.C. during the AM peak period) in the box below – specifically, a home zip code from which a commuter using the project might reasonably begin their travel. \*

Note: NVTC staff will assign an appropriate destination to the trip; for consistency across projects this will be Crystal City, the Pentagon or Rosslyn, depending on which would be most easily accessible via the project, unless the project is a nonstop transit service into downtown D.C.

For projects that include the operation of transit service, please provide a link to or upload a timetable (draft, if the service is not yet operating) that shows expected scheduled travel times for the service.

or drag files here.

Link

Using the information provided, NVTC staff will estimate the baseline (without or prior to implementation of the project) and project travel time(s) and will share these values and the resulting estimated travel time improvement with you when we release draft scores. Please see Section 4.2 of the [Commuter Choice Recipient Handbook](#) for a description of how we will estimate each trip.

### 3.3 Connectivity, Accessibility and Diversion Mitigation

Using the information provided, NVTC staff will assess the connectivity, accessibility and equity, and diversion mitigation benefits of the proposed project based on the scope and location information that you provided in Part 2, and will share the draft results with you when we release draft scores. Please see Section 4.2 of the [Commuter Choice Recipient Handbook](#) for information on how we will score these factors.

Please identify any additional information that you would like us to consider for these factors – in regard to the proposed project’s ability to link different modes of transportation, link people with opportunities and/or mitigate the impacts of trips that are diverted from the expressway due to tolling and/or high occupancy vehicle restrictions

Additional Information

*Optional*

Optional file upload

or drag files here.

3

1 Page 1 2 Page 2 3 Page 3 4 Page 4 5 Page 5

## PART 4 ADDITIONAL INFORMATION

(Optional) Identify any additional expected outcomes or benefits that would result from funding the implementation of the project:

(Optional) Please also identify any unique project features or considerations that are relevant to the expected outcomes:

(Optional) List internet links to any additional information in support of this project and provide a short description of the content:

(optional) Upload any additional and relevant documentation, maps, and files.

or drag files here.

4

Page 1  Page 2  Page 3  Page 4  Page 5

## PART 5 APPLICANT CERTIFICATIONS AND SIGNATURE

If this application is selected for funding, the information contained in this application will become the foundation for the funding agreement per the requirements and guidelines specified in the [Amended and Restated Memorandum of Agreement Regarding the Annual Transit Investment from the 395 HOT Lanes](#).

- I certify that I have reviewed the project eligibility guidelines as established by the Amended and Restated Memorandum of Agreement Regarding the Annual Transit Investment from the 395 HOT Lanes and that the information submitted in this application is true and correct. If awarded funding through I-395/95 Commuter Choice, I agree that the execution and delivery of the project will adhere to the requirements and guidelines specified in the Amended and Restated Memorandum of Agreement Regarding the Annual Transit Investment from the 395 HOT Lanes, including that the project will be in compliance with all laws, rules and regulations, and will have received or will receive all required regulatory approvals.
- I understand the project details provided herein may be used to establish performance metrics as part of an annual monitoring process. Further, I understand that the application material may, in part or in whole, become part of the public record and/or used in the development or preparation of public outreach materials. \*
- I understand that I-395/95 Commuter Choice is required to be identified as a funding source in any public notices, presentations, or other outreach material prepared for funded projects.
- The project application has received the endorsement of my jurisdiction or agency's executive body. The endorsement has been attached to this application via upload. \*

Name \*

 

Signature \*

x

draw type

Title

Date \*

 

[< Back](#)

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