

# Transportation Access Pilot Program – Application Form and Instructions for Rounds 2+

DRAFT FOR PRA CLEARANCE

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## Instructions

Please complete the application form below (Part 1) and attach a proposal narrative (Part 2) that provides all elements requested. Attach letters of support, if relevant, in additional pages at the end.

Submit the application as a single PDF file by mailing the application to [transportaccesspilot@dot.gov](mailto:transportaccesspilot@dot.gov) by [deadline to submit]

Only the following lead agency types are eligible to apply to the Transportation Access Pilot program per the Infrastructure Investment and Jobs Act of 2021 (P.L. 117-58), also known as the Bipartisan Infrastructure Law (BIL), §13010(d); other interested parties may partner with an eligible lead agency:

- a State (as defined by 23 USC §101(a))
- a Metropolitan Planning Organization (as defined by 23 USC §134(b))
- a Regional Transportation Planning Organization (as defined by 23 USC §134(b))

## **PART 1 - Applicant and Study Description**

### Applicant Information

- Contact Name [text field]
- Lead Agency Name [text field]
- Lead Agency Type (State DOT, MPO, RTPO, Other) [dropdown + text field for Other]
- Business Phone Number [phone number field]
- Business Email Address [email field]

List names of any public agencies, universities, or other partners that will be key to accomplishing the proposed study below. Attach letters of support (max one page each) from all partners listed at the end of the application. [short answer]

### Scope of Proposed Study

**Proposed Study Focus** (select one): [Personal Travel, Freight, Both] - [Dropdown]  
[applicants will only receive the relevant questions below based on response to this first question]

#### ***Personal Travel:***

Mode (Select all that apply): [Driving, Public Transportation, Walking, Cycling, Micromobility, Other (please describe)] - [Dropdown + text field for Other]

Population Category (Select all that apply, or "all"): [Low-income populations, Minority Populations, Age, Persons with Disabilities, Geographical Locations, All, Other (please describe)] - [Dropdown + text field for Other]

Important Destinations (Select all that apply): [Jobs, Health care facilities, Childcare services, Educational and workforce training facilities, Housing, Food Sources, Other (please describe)] - [Dropdown + text field for Other]

#### ***Freight:***

Commodities (Select all that apply, or "all"): [Agricultural, Raw Materials, Finished Products, Energy, All, Other (please describe)] - [Dropdown + text field for Other]

Important Destinations (Select all that apply): [Points within the supply chain for freight commodities, Domestic or international markets, Connections between surface transportation modes, Other (please describe)] - [Dropdown + text field for Other]

## **PART 2 - Proposal Narrative**

Please address the following elements in a proposal narrative no longer than five pages in length. Applications that exceed the page limit will be negatively scored and may not receive full consideration.

A suggested (optional) narrative structure is shown below.

- I. Abstract
- II. Proposed Accessibility Analysis
- III. Readiness and Timeline
- IV. Data Availability
- V. Alignment with DOT Strategic Goals
- VI. Commitment to Collaboration and Sharing Results
- VII. Previous Experience

### Elements to be included in proposal narrative

#### **1. Provide an abstract for the proposed study (300 words max).**

- a. In this overview, please include a description of how the proposed study will help the applicant assess the change in accessibility that would result from new transportation investments (BIL §13010(c)(2)).

#### **2. Describe the proposed study. Include the following information:**

- a. A description of the transportation modes, important destinations, points within the supply chain, and other aspects of BIL §13010(c)(1) that will be the focus of the proposed study.
- b. A description of the accessibility measures to be developed or evaluated in the proposed study.
- c. An explanation of the anticipated impact, relevance, and innovative aspects of the proposed study.
- d. An explanation of the roles and responsibilities of applicant agency staff, as well as partners and contractors in the proposed study.
- e. A map of the extent of the proposed study area.
- f. A timeline for the proposed study, noting important milestones of studies if part of a larger project, e.g., Long Range Transportation Plan, Regional Freight Plan, Bicycle and Pedestrian Plan, Transit Development Plan.

#### **3. Describe your agency's technical capacity and readiness to participate in the pilot program. Include the following information:**

- a. A description of your agency's staff and partner capacity to initiate the proposed study promptly.

- b. Technical capabilities of your agency's staff and partners to conduct accessibility analysis for the roles indicated in the proposed study.
- c. Your agency's capacity to leverage data for meaningful accessibility analysis.
- d. A list and description of technical assistance requirements from FHWA to complete the proposed study.

**4. Describe your agency's data resources and needs to participate in the pilot program. Include the following:**

- a. Outline of data sets that you have already prepared or otherwise have access to for ready use in the proposed study.
- b. A description of known data acquisition needs required for the proposed study.

**5. Describe how the proposed study enhances your agency's ability to improve outcomes for Safety, Climate and Sustainability, and/or Equity.**

**6. Describe your agency's commitment to mutual collaboration with other participants and FHWA through participation in case studies, peer exchanges, data sharing, and other information exchanges.**

- a. Please share any suggestions for the transfer of ideas, information, and collaboration.
- b. Please affirm willingness to share data and information, as well as publish the study results and methodologies.

**7. List and describe your agency's previous experience using or developing accessibility measures. Please include both the agency's past experience and any staff member's past experience performed for a different agency or entity.**

- a. Describe the relevance of past experience to the goals of BIL §13010(c) (1).
- b. Explain the impact, relevance, and innovation of this past experience.
- c. Explain the roles and responsibilities of applicant agency staff, as well as partners and contractors in conducting the past accessibility studies described.