



## 2009 PLANNING CHALLENGE GRANTS REQUEST FOR PROPOSALS

The Rhode Island Statewide Planning Program invites state agencies, cities, towns, regional planning organizations, and qualified non-profit agencies to submit proposals for grants to support transportation and land use planning and implementation studies which advance the objectives of the State Guide Plan's Land Use 2025 and Transportation 2030 elements.

### FUNDING AVAILABLE

There is a total of **\$1,000,000** available for FY 2010 for project grant awards in amounts up to \$100,000. Multi-community Corridor Studies may be higher. Unless otherwise noted, each grantee will be required to provide a match share totaling 20% of the total project cost. The required match can include direct cash support, documented staff time and other eligible in-kind services. All grant funds will be issued as reimbursements to qualified requests. No advances on funding will be offered.

### TIMELINE

Applications for funding will be accepted on a competitive basis within the limits of available funds. The submission deadline is September 18, 2009. A complete grant application received by the submission deadline is required for a funding award. All proposals awarded funding are required to execute a Project Cooperative Agreement. No work may commence until a Project Cooperative Agreement is executed. If, after a reasonable time period, the grantee and the Statewide Planning Program can reach no consensus on a Project Cooperative Agreement, the Statewide Planning Program may rescind the grant offer. Projects should target an 18-month maximum timeframe for the planning studies proposed.

### BACKGROUND

The State Guide Plan is Rhode Island's long-range planning document. It comprises many separately published elements covering a range of topics including transportation, land use, outdoor recreation, water supply and historic preservation. Two of the most recently updated elements are Land Use 2025 (2006) and Transportation 2030 (2008). These elements envision a Rhode Island with walkable, mixed-use growth centers complimented by a first class transportation infrastructure and a connected greenspace network.

Additionally, the Land Use and Transportation elements of the State Guide Plan recommend a corridor approach to transportation planning that allows for coordination among cities and towns, and investigation of transportation and land use solutions for corridor congestion, capacity, and safety issues.

This grant cycle offers applicants an opportunity to initiate planning projects that will improve coordination between land use and transportation. Applicants are encouraged to submit projects in support of the State Guide Plan's Transportation and Land Use Elements which achieve the goals of creating compact, higher intensity development and improving transportation infrastructure in the State.

### PROGRAM REQUIREMENTS

#### Proposals must:

- Advance the implementation of the State Guide Plan, in particular, Transportation 2030 and Land Use: 2025.
- Have a **transportation** planning focus (for example, multi-modal transportation system issues, the interaction between transportation and other aspects of community development including land use, housing, and economic development, etc).
- Result in products that lead to or further implementation and advance solutions to the issues proposed for study.
- Demonstrate municipal government support and project sponsor commitment to implementation.
- Provide opportunities for public involvement and participation in the study process.

In addition to the above, corridor study proposals must also:

- Be **regional** in nature and include more than one municipality.

- Closely resemble corridors as defined in the **Travel Corridor Planning Initiative** (Technical Paper 152, 2003) <http://www.planning.ri.gov/transportation/enter.htm>

### ELIGIBLE ENTITIES

- State agencies
- Municipal governments
- Regional planning agencies
- Other qualified non-profit entities (Non-profit entities will be required to work through a municipality serving as the recipient and fiscal agent for the grant.)

Grantees may utilize consultant services to complete the studies.

### ELIGIBLE ACTIVITIES

Grants are available to support planning services and related administrative costs. Proposals that address one or more of the following focus areas are encouraged:

- **Access management** – Regional or local proposals for land use measures (development of comprehensive plan/zoning/land development regulation amendments, etc.) that will provide for coordination of access to reduce curb-cuts, preserve capacity and functionality, and improve environmental and aesthetic values within arterial highway corridors.
- **Corridor studies** – Regional, multi-community proposals for a corridor approach to transportation planning that allows for coordination among cities and towns, and investigation of multi-modal transportation and land use solutions to corridor congestion, capacity, and preservation issues.
- **Transportation aspects of affordable housing development** -- Regional or local proposals for planning or implementation (development of comprehensive plan/zoning/land development regulation amendments, etc.) that facilitate the availability of affordable housing (as defined in state law) in a manner that supports both the efficient operation of the state transportation system, and provides enhanced access for low and moderate income residents to transit services and employment opportunities. Proposals may include study of transportation issues associated with the development of affordable housing.
- **Village/Growth Centers** – Regional or local proposals for planning or implementation (development of comprehensive plan/zoning/land development regulation amendments, etc.) that facilitate coordinated development or redevelopment of high density, mixed use centers. Proposals utilizing innovative techniques such as Transfer of Development Rights and Form Based Zoning Codes are encouraged.
- **Transit-Oriented Development** – Regional or local proposals for land use planning or implementation (development of comprehensive plan/zoning/land development regulation amendments, etc.) that facilitate coordinated development or redevelopment of high density, mixed use areas within a ½ mile radius of existing or planned commuter rail stations, RIPTA hubs, or heavily traveled RIPTA routes.
- **Transportation Demand Management** – State, regional or local proposals for coordinated planning which will lead to the establishment of programs to effectively manage transportation demand and reduce single-occupant vehicle trips within a high demand sector (for example, State government, hospitals, universities, industrial parks, etc.). All such proposals must be closely coordinated with RIPTA and avoid duplication of existing services, such as ride-sharing/carpool-matching.
- **Energy Efficiency in Transportation** – Development and implementation of plans or programs, such as flextime, telecommuting, fleet conversion, and other employer programs that reduce commuting and congestion and provide transportation sector energy savings.
- **Scenic Roadway Corridor Management** – Development of management plans for local or regional scenic roadway systems, including studies of coordinated land use management (development of comprehensive plan/zoning/land development regulation amendments, etc.), land protection, and facility management (design guidelines, landscaping, coordinated signage systems, etc.) to effect retention and enhancement of the scenic characteristics of state-designated scenic roadway corridors, or locally-

significant roadway corridors to support community character and tourism. All such proposals should demonstrate close coordination with the RI Scenic Roadways Board.

- **Transportation System Aspects of Emergency Management** – Transportation planning measures that will improve the security of critical elements of the state’s transportation infrastructure, or enhance local planning and preparedness to respond to and manage transportation system emergencies. All such proposals must demonstrate close coordination with the RI Emergency Management Agency and/or RI Department of Transportation (if affecting State roads or highways).
- **Parcel Digital Data Development** - Development of digital parcel-level data that meets "RIGIS Standards for Digital Parcel Data Sets for Use in a GIS". RIGIS parcel standards can be viewed at <http://www.planning.ri.gov/gis/RIGISParcStnds.pdf>.
- **Local Comprehensive Plan Updates** – A full update of a municipal comprehensive plan is an eligible grant activity however a 50% match of the total project cost is required. If the update will only focus on the Transportation and Land Use Elements of the Comprehensive Plan, then a 20% match of the total project cost is required.
- **Climate Change** – Regional or local analysis of the impacts of predicted climate change and sea level rise on transportation infrastructure and land use.
- **Freight Transportation Planning** – Regional or local planning studies to improve the movement of freight and/or mitigate the movement of freight through local communities by improving communications, traffic flow and congestion, safety and security, etc.
- **Short Sea Shipping** – Feasibility study to assess landside infrastructure and port requirements for short sea shipping and identification of improvements that would be necessary to encourage new or expanded short sea operations.
- **Other Transportation-Related Planning Activities** -- Such as plans addressing bicycle, pedestrian, transit, freight, or parking that clearly support implementation of one or more of the goals, objectives, or strategies of Transportation 2030. All such proposals must demonstrate close coordination with the RI Department of Transportation, and/or RIPTA, as appropriate.

## SUBMISSION REQUIREMENTS

Applications must include the following:

- Cover letter, signed by authorized representative of project sponsor, providing the name, address, phone number, fax number, and e-mail address of the proposed project manager and fiscal agent (if different).
- Description of transportation and land use issues to be addressed and objectives for the study. (2 page maximum)
- Scope of Work, indicating work to be performed, interrelationship and sequencing of tasks, and responsible agents for completing work proposed. (5 pages maximum)
- Timeline for completing the study (not to exceed 18 months), with appropriate phases and progress milestones identified (1 page maximum)
- A description of the applicant’s organizational capacity to fulfill the grant obligations in a timely manner and in accordance with the grant parameters. Document prior experience in state or federal grant management. Previous performance on past Challenge Grants will be considered. (1 page maximum)
- Proposed Implementation indicating an organizations capacity and commitment to implement the project at the end of the study as appropriate. (1 page maximum)
- Project Budget indicating total project cost, cost by activity or function, requested grant amount and anticipated source(s) of required match. (1 page maximum)
- Description of the means for assuring appropriate coordination with regional, local and state agencies and programs, including composition and role of any proposed Project Steering Committee. (1 page maximum)
- Description of public involvement measures and milestone events. (1 page maximum)

**Attachments:**

- Map depicting the project area and transportation facilities to be studied (1 - 8 ½” x 11” page).
- Letters of support from municipalities and other partners in the study area (especially for multi-community projects).
- Letter(s) of Commitment to provide the required match of total project cost, signed by authorized representative(s).
- A copy of the Equal Employment Opportunity compliance requirements for contracting with the applicant’s municipality or non-profit organization.
- Applicants other than state agencies and cities or towns must provide a letter from a municipality agreeing to act as the fiscal agent for the project. Fiscal agents are permitted to charge an administration fee, which must be detailed in the grant request.

**Applications must include eight (8) printed copies and one electronic copy, as an editable Microsoft Word file, on CD media.**

**SCHEDULE**

**APPLICATIONS FOR THE GRANT SOLICITATION ARE DUE NO LATER THAN:  
NOON ON SEPTEMBER 18, 2009.**

Proposals should be mailed or hand-delivered in a sealed envelope marked: “2009 PLANNING CHALLENGE GRANT PROPOSAL”, and delivered by Mail or Courier to:

RI STATEWIDE PLANNING PROGRAM  
One Capitol Hill, 3rd Floor  
Providence, RI 02908-5872  
ATTN: Karen Scott, Principal Planner

**NOTE: Proposals received after the due date and time or missing required information will not be considered. Proposals faxed or e-mailed to Statewide Planning or misdirected to other State locations will not be considered.**

**EVALUATION OF PROPOSALS**

Responses will be evaluated, scored and ranked by Review Panel assembled by the Statewide Planning Program. Scoring of proposals will be based upon the following criteria:

Consistency with all applicable elements of the State Guide Plan.	Threshold Requirement
Support for implementation of the Transportation 2030 and/or Land Use 2025 elements of the State Guide Plan.	40 points
Commitment to implementation of innovative land use and multi-modal transportation solutions and likelihood of grant leading directly to or furthering implementation of solutions to issues studied.	20 points
Demonstration of partnership or regional approaches to planning and implementation, including the leveraging of non-sponsor funding.	15 points
Transferability / applicability of issues studied and solutions proposed to other jurisdictions in RI, and/or demonstration of the workability of transportation/land use techniques used elsewhere but not yet widely accepted or applied in RI.	10 points
Requested grant amount is consistent with level of effort proposed in Scope of Work.	5 points
Degree of citizen engagement /public participation proposed.	5 points
Grant management capacity / past performance on previous Challenge Grants.	5 points
<b>TOTAL:</b>	<b>100 points</b>

The Review Panel may request additional information from the applicant to assist in clarifying a grant request. The Panel will make recommendations to the Associate Director for Planning, who will make final award decisions, generally within 30 days of the close of the application period.

#### **FURTHER INFORMATION**

Further information may be obtained via the Statewide Planning Program's website <http://www.planning.ri.gov/misc/pcgrants.htm> or by calling Karen Scott, Principal Planner with the Statewide Planning Program at (401) 222-4411. Also, please refer to the Frequently Asked Questions sheet distributed with this Request for Proposals.

#### **NOTICE TO APPLICANTS**

All costs associated with developing or submitting a proposal in response to this request, or to provide oral or written clarification of its content shall be borne by the applicant. The State assumes no responsibility for these costs.

Applicants are advised that all materials submitted to the State of Rhode Island for consideration in response to this Request for Proposals will be considered to be public records, as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and will be released for inspection immediately upon request, once an award has been made.

The State reserves the right to accept or reject any or all proposals or to offer grants at lesser amounts than requested. All grants are subject to the availability of federal funding in the levels anticipated at the time of this offering. Any award resulting from this invitation will be subject to the Rhode Island General Law, Chapter 37-2, State Purchases, which is available on-line at: <http://www.rilin.state.ri.us/Statutes/TITLE37/37-2/INDEX.HTM> as well as the terms of this Request.

Any grant recipient must ensure that minority business enterprises as defined in Rhode Island General Law, Chapter 37-14.1, have the maximum opportunity to participate in the performance of subcontracts performed under any Cooperative Agreement. Refer to Regulations Governing Participation by Minority Business Enterprises in State Funded and Directed Procurement Contracts, available at <http://www.mbe.ri.gov/pdf/Regulations%20Gov%20MBEs.pdf> for more information.

As specified in Rhode Island General Law, Chapter 28-5.1, equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies in all areas where the state dollar is spent, in employment, public service, grants and financial assistance, and in state licensing and regulation. Please refer to <http://www.rilin.state.ri.us/Statutes/TITLE28/28-5.1/INDEX.HTM> for more information.

In accordance with Title 7, Section 1.2-1401 of the General Laws of Rhode Island, no foreign corporation, or a corporation without a Rhode Island business address, shall have the right to transact business in the state until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State. For more information, please refer to <http://www.rilin.state.ri.us/Statutes/TITLE7/7-1.2/7-1.2-1401.HTM>.