

Addendum to Call for Projects

Call for Projects: Safe Routes to BART Grant Program 05/28/2020

Addendum Number: 3

Date: 07/13/2020

Note to Potential Applicants:

This addendum is issued to modify the Call for Projects issued on May 28, 2020 and/or given for informational purposes. It is now part of the Application Guidelines and is hereby made a part of the application materials.

All applicants will be asked to certify acknowledgement of all addenda made available on the BART Website before submission.

FAQ from Grant applicants

Applicants should be aware of the addition of the following questions that have been received since the Application Webinar on June 12th. Questions posted here were sent to BART up until July 13th.

Q: Who do we address the support letter, recommendation letters and funding verification letter to?

A: Address letters of support to Tim Chan, Station Area Planning Group Manager

Q: Does BART have a sample Letter of Commitment? If so, can you please share? If not are there any specific things you are looking for in the Letter of Commitment?

A: BART does not have a sample letter of commitment. Make sure to include the information included requested in the [Application Guidelines](#) at a minimum and add additional detail that demonstrates strong support for the project.

Q: The tab B- Project Funding in [Appendix B](#) allows to show funds committed from FY20/21 on-wards. How do I show the funds that were committed in prior years?

A: The Applicant can include the previous funding in the FY20/21 column and make a note of that in the Budget Narrative tab. The Budget Narrative tab is meant for providing any necessary and helpful budget explanations.

Q: Is it ok to insert more rows in Tab B-Project Funding in [Appendix B](#) if we have more funding sources?

A: Yes, that is fine. Please double check that the formulas are all ok when form is completed.

Q: We would like to apply for a project that is going to advertise soon and is slated to start construction in Fall 2020. Is there any issue if Construction starts before funds are dispersed?

A: The SR2B [Application Guidelines](#) and agreement template (which is not published yet) contemplates that the project won't begin until BART awards the grant to the applicant. The SR2B Application Guidelines document includes this language "after a Funding Agreement has been fully executed, the Project Sponsor may use SR2B funds for construction."

Conceivably, the Applicant could use grant funds to cover eligible costs that have already been incurred, but they would have to be eligible costs and BART would be the final determinants of that. Another thing to note is that the Applicant may not have the requisite insurance policies in place for the ongoing project that our Risk and Insurance department will want to have in place.

That said, an Applicant can apply for the grant for use in an ongoing project, but:

1. There is a risk that certain costs that the Applicant is seeking reimbursement for may not be eligible
 2. Certain aspects of the ongoing project (such as design or insurance policies) may not comply with grant conditions at the time of application
 3. For the Project to be eligible for the grant funding, the Applicant will need to address any non-compliant issues raised in #2
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Q: If a jurisdiction does not have a local Active Transportation Citizen's Committee or Advocacy Organization (e.g. BPAC), do they need to provide a letter from the County BPAC?

A: Per Section 5.1.4 in the [Application Guidelines](#), a letter of support is required by the relevant Bicyclist and Pedestrian Advisory Committees (or an equivalent) is required where such a body is operative. If the jurisdiction does not have a local Bicyclist and Pedestrian Advisory Committee, they will not be required to provide the letter of support. Applicants are encouraged, but not required, to submit letters of support or other documentation indicating project support from a county or regional Bicyclist and Pedestrian Advisory Committee.
