

Board of Directors Meeting

Thursday, May 23, 2019
BOARD MEETING – 8:00 AM
Location: Room 2330

Proposed Agenda

- | | | |
|-------|--|-------------------------------|
| I. | Call to Order | Charlie Sutlive, Chair |
| II. | Approval of the Board Minutes for March 7, 2019 | Charlie Sutlive, Chair |
| III. | Approval of the Agenda for May 23, 2019 | Charlie Sutlive, Chair |
| IV. | Public Comment* | Charlie Sutlive, Chair |
| V. | Committee Reports | |
| | a. Marketing & Communications Committee | Mark Toro, Committee Chair |
| | b. Regional Transit Planning Committee | Charlie Sutlive, Chair |
| | c. Regional Technology Committee | Andy Macke, Committee Chair |
| | d. Administrative Committee | Earl Ehrhart, Committee Chair |
| VI. | AFY19/FY20 Budget Overview | Monique Simmons |
| VII. | Approval of the ATL-GRTA Subgrant Amendment – Action Item | Charlie Sutlive, Chair |
| VIII. | AFY19 Budget Approval – Action Item | Charlie Sutlive, Chair |
| IX. | FY 2020 Budget Approval – Action Item | Charlie Sutlive, Chair |
| X. | Proposed Regional Formula Fund Policy Updates | Jonathan Ravenelle |
| XI. | Regional Transit Planning Process Approval – Action Item | Tracy Selin/Chris Tomlinson |
| XII. | Executive Director’s Report | Chris Tomlinson |
| XIII. | New Business | Charlie Sutlive, Chair |
| XIV. | Adjournment | |

*The Board highly values public participation in its meetings and sets aside up to 30 minutes at the beginning of each Board meeting to receive public comments. **A speaker must sign-in in person by the start of the Board meeting.** Speakers are limited to 2 minutes each. Speakers shall refrain from profane speech and personal attacks when addressing the Board. Remarks not directed to issues germane to the ATL are prohibited.



**Atlanta-region Transit Link Authority
245 Peachtree Center Avenue, NE, Suite 2300
Atlanta, Georgia 30303**

**Board Meeting
Minutes**

March 7, 2019

MEMBERS PRESENT

Charlie Sutlive, Chair
Marsha Anderson Bomar
Keisha Lance Bottoms – via teleconference
Steve Dickerson
Earl Ehrhart
Andy Macke
Howard A. Mosby
Michael Thurmond
Mark Toro
Todd Ver Steeg
Chuck Warbington
Felicia Franklin-Warner
Tom Weyandt

MEMBERS ABSENT

Russell McMurry
Charlotte Nash
Teddy Russell

CALL TO ORDER

Mr. Charlie Sutlive, Chair, called the meeting to order at 7:35 a.m. and confirmed there was a quorum.

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

Mr. Sutlive called for a motion to approve the minutes from the January 24, 2019 meeting. Ms. Warner moved to approve the minutes and Mr. Warbington seconded the motion. The Board unanimously approved the minutes.

APPROVAL OF THE BOARD AGENDA

Mr. Sutlive called for a motion to approve the agenda as presented. Ms. Warner moved to approve the agenda and Mr. Warbington seconded the motion. The Board unanimously approved the agenda.

PUBLIC COMMENT

Dr. Ed Williams addressed the Board.

REGIONAL TECHNOLOGY COMMITTEE REPORT

Ms. Marsha Anderson Bomar, Committee Chair, gave a brief summary of the meeting held by the Regional Technology Committee on February 26, 2019.

ADMINISTRATIVE COMMITTEE REPORT

Mr. Earl Ehrhart, Committee Chair, gave a brief summary of the meeting held by the Administrative Committee on March 4, 2019.

VICE CHAIR ELECTIONS

Mr. Sutlive opened the floor for nominations for the position of ATL Board Vice Chair. Ms. Bomar nominated Ms. Felicia Franklin Warner and Mr. Weyandt seconded the nomination. Mr. Sutlive asked if the nominee accepts the nomination and Ms. Warner accepted the nomination. There were no other nominations and the Chair closed the floor. The Chair called for a motion to elect Ms. Warner as Vice Chair. Mr. Thurmond made the motion and Ms. Bomar seconded the motion. The Board unanimously approved to elect Ms. Warner as Vice Chair.

BYLAW AMENDMENTS

Mr. Tomlinson gave the Board an overview on the changes to the ATL Bylaws as approved by the Administrative Committee. He informed the Board that the changes are also redlined in the Board packets. Several changes were due to formatting and cleanup. The substantive changes include:

- Revising the approval of the Regional Transit Plan from the current simple majority, a minimum 5 votes, to requiring a supermajority, a minimum 10 votes. The change is due to the importance and significance of the Regional Transit Plan.
- Delegating authority to the Executive Director to negotiate and execute contracts up to \$250,000; any contracts above \$250,000 up to \$1 million requires the signature of the ATL Board Chair and Executive Director; anything above \$1 million requires approval of the Board. Adding standing committees to the Bylaws. If the Board would like to create additional standing committees, the Bylaws will need to be amended. Also, the revision allows the Board Chair to establish ad hoc meetings, appoint Committee Chairs and members to standing committees. The Board Chair may also establish special committees and appoint Board members, where appropriate, to represent the ATL on outside committees, such as ARC.

Mr. Sutlive called for a motion to approve the bylaw amendments as presented to the Board. Ms. Warner moved, and Mr. Warbington seconded the motion. The Board unanimously approved the resolution to amend the bylaws.

CONTRACT AUTHORIZATION

Chris Tomlinson presented on the ATL's proposed contracting priorities for FY19 and FY20. Contracting priorities for the remainder of FY19 include the annual report and audit of transit operations in the ATL region, the regional transit plan project evaluation and prioritization, and the ATL Board strategic planning.

Contracting priorities for FY20 include the annual report and audit of transit operations in the ATL region; the transit planning services; the regional transit policy work program; various technology projects; ATL brand rollout, socialization, and ATL marketing & communication services; and the regional transit plan financial modeling tool.

Mr. Sutlive called for a motion to approve the resolution amending the Deloitte contract. Ms. Bomar moved and Mr. Mosby seconded the motion. The Board unanimously approved the resolution.

ATL WORKING GROUP STRUCTURE APPROVAL

Jonathan Ravenelle gave the Board an overview on the proposed ATL working group structure.

Mr. Sutlive called for a motion to approve the resolution related to the formation of working groups. Ms. Bomar moved and Ms. Warner seconded the motion. The Board unanimously approved the resolution.

TITLE VI PLAN APPROVAL

Jonathan Ravenelle gave the Board an update on the Title VI Program.

Mr. Sutlive called for a motion to approve the resolution approving the Title VI Program. Ms. Warner moved, and Mr. Mosby seconded the motion. The Board unanimously approved the resolution.

AIR QUALITY TARGETS

Jamie Fischer gave the Board an overview of the proposed formulation of air quality standards and targets for 2019.

Mr. Sutlive called for a motion to approve the resolution formulating air quality standards and targets for 2019. Ms. Bomar moved and Mr. Weyandt seconded the motion. The Board unanimously approved the resolution.

REGIONAL TRANSIT PLAN GOVERNING PRINCIPLES APPROVAL

Chris Tomlinson gave the Committee an overview of the proposed Regional Transit Plan Governing Principles, which are Economic Development and Land Use, Environment Sustainability, Equity, Innovation, Mobility and Access, and Return on Investment.

Mr. Macke asked how the market demand would be assessed, and how existing projects that certain communities have paid in for years will be factored in terms of investment. Mr. Tomlinson responded that the market demand is a primary feature that will be assessed, and the next presentation will also address market potential category.

There was a discussion regarding Mr. Macke's question on equity. Mr. Ehrhart made a comment that equity means that the ATL is responsible for the 13 counties, also that everyone's constituents have paid into the system somehow since everyone pays federal taxes and sales tax. Ms. Warner suggested the Board look at how far along other operators are in their strategic operating plans and what has already been executed prior to the ATL Authority. Ms. Warner asked where public engagement comes in to play. Ms. Bomar explained that it will be included as part of the planning process later.

Mr. Sutlive called for a motion to approve the Regional Transit Plan Governing Principles. Ms. Warner moved and Mr. Weyandt seconded the motion. The Board unanimously approved the resolution.

REGIONAL TRANSIT PLANNING UPDATE

Ms. Tracy Selin with Cambridge Systematics gave the Board an update on the ATL Transit Project Prioritization Process.

BUS RAPID TRANSIT (BRT) OVERVIEW

Chris Tomlinson gave the Board an overview on Bus Rapid Transit.

EXECUTIVE DIRECTOR'S REPORT

Chris Tomlinson recognized Board members Marsha Anderson Bomar, Mayor Keisha Lance Bottoms and Charlotte Nash for being on the Top 100 Influential Women in Georgia as well as Annie Gillespie, Mary Sallach, and Lori Sand from the SRTA/ATL staff. Scott Haggard gave the Board a brief legislative update.

NEW BUSINESS

None

CALL TO ADJOURN

Mr. Sutlive called for a motion to adjourn. Ms. Warner moved and Mr. Dickerson seconded the motion. The meeting adjourned at 10:05 a.m.

APPROVED:

Charlie Sutlive, Chair

APPROVED AS TO FORM:

Merryl Mandus, General Counsel

ATTEST:

Jamie Harris, Board Secretary

DATE MINUTES APPROVED:



BOARD MEETING
May 23, 2019

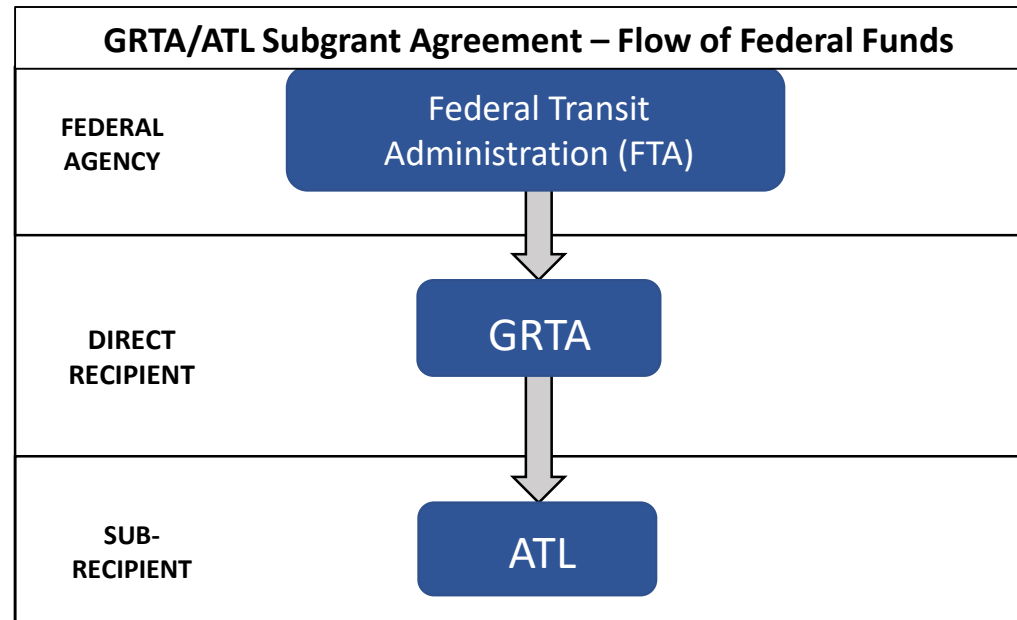
AFY 2019 & FY 2020 Budgets

AFY 2019 BUDGET

- ▶ AFY 2019 State Appropriations Bill (HB 30) included an additional **\$491,361** for ATL operations.
- ▶ Funds will be held and carried over into FY 2020 to be used as federal match for priorities presented at the March 7th Board Meeting.
- ▶ This allows the ATL to leverage federal dollars at an 80/20 split in FY 2020.

FY 2020 SUBGRANT AGREEMENT

- ▶ For FY 2020 GRTA will serve as the Direct Recipient for the ATL.
- ▶ Planning funds were received by ATL but will be utilized through GRTA.
- ▶ FTA requires a subgrant agreement between Direct Recipients (GRTA) and Sub-Recipients (ATL).
- ▶ Existing GRTA/ATL Subgrant agreement will be amended to reflect the additional \$2.5 million federal funding ATL is receiving for regional transit planning and coordination activities.



FY 2020 BASE BUDGET – PROJECTED EXPENDITURES

DESCRIPTION	FY 2020 BUDGET
Personal Services	\$1,481,023
Other Operating Expenses	64,731
Hardware, Software, Licenses	33,468
Rent	260,069
Contracts	
Shared Services MOU with SRTA	687,092
SAO Agreement	2,100
Annual Report and Audit of Transit Operations in the Region	250,000
Transit Planning Services (GPC- Multi-award)	1,000,000
Regional Transit Policy Work Program (GTFS)	500,000
Technology Projects – Other	200,000
ATL Brand Rollout/Socialization/TBD Marketing and Communication	250,000
Regional Transit Plan Financial Modeling Tool	150,000
Future Board Priorities (not currently programmed)	150,000
TOTAL ESTIMATED EXPENDITURES	\$5,028,483

▶ Personal services budget includes funding for 15 board per diem days.

▶ Contracts listed in **bold** are funded with **80% federal planning dollars and 20% match**

FY 2020 BASE BUDGET – PROJECTED REVENUES

DESCRIPTION	FY 2020 BUDGET
FY 2020 State Appropriation	\$2,487,122
Other Funds (One-time GRTA fund balance for match)	50,000
ATL Reserve (Carryover from AFY 2019)	491,361
Federal Funds	2,000,000
TOTAL ESTIMATED REVENUES	\$5,028,483

UPCOMING ATL CONTRACTING PRIORITIES

► Contracting priorities for Fiscal Year 2020 include:

- Annual Report and Audit of Transit Operations in ATL Region (Same as FY 2019)
- Transit Planning Services (General Planning Consultant Contract - Multi-award)
- Regional Transit Policy Work Program (General Transit Feed Specifications)
- Technology Projects – Other
- ATL Brand Rollout/Socialization/ATL Marketing & Communication Services
- Regional Transit Plan Financial Modeling Tool

THANK YOU



**Resolution of the
Atlanta-region Transit Link Authority
Approving Amendment to Subgrant Agreement with the Georgia Regional Transportation
Authority**

Resolution # _____

WHEREAS, the Federal Transit Administrator (“FTA”) has been delegated authority to award federal financial assistance for a transportation project;

WHEREAS, the Georgia Regional Transportation Authority (“GRTA”) is a State of Georgia authority authorized to receive federal funds from the FTA pursuant to O.C.G.A. §50-32-1 et seq.;

WHEREAS, the Atlanta-region Transit Link Authority (“ATL”), a State of Georgia authority, will be responsible for certain transportation projects and desires financial assistance from the FTA;

WHEREAS, ATL and GRTA previously entered into a Subgrant Agreement, dated July 1, 2018, to enable ATL to receive financial assistance as a Subgrantee to GRTA (“Subgrant Agreement”); and

WHEREAS, in order for ATL to receive additional financial assistance as a Subgrantee to GRTA, GRTA and ATL must amend the Subgrant Agreement increasing the amount within the grant (GA-2019-021) by \$2,500,000.00.

NOW, THEREFORE, BE IT RESOLVED that the Executive Director of the ATL is authorized to negotiate and execute an amendment to the Subgrant Agreement with ATL to amend GA-2018-021 to increase the amount within the grant by \$2,500,000.00.

APPROVED this 23rd day of May 2019.

ATLANTA-REGION TRANSIT LINK AUTHORITY

Charlie Sutlive
Chairman

Approved as to form:

Merryl Mandus
General Counsel

Attest:

Jamie Harris
Board Secretary

CERTIFICATION

The undersigned duly qualified General Counsel, acting on behalf of the Atlanta-region Transit Link Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Atlanta-region Transit Link Authority on May 23, 2019.

Atlanta-region Transit Link Authority

Merryl Mandus
General Counsel

**Resolution of the
Atlanta-region Transit Link Authority
Approving the Amended FY2019 Budget**

Resolution # _____

WHEREAS, in order to provide for the orderly administration of the Atlanta-region Transit Link Authority (the "Authority"), the Bylaws requires the Board of the Authority to approve an annual budget each fiscal year;

WHEREAS, from time to time it may be necessary to amend or otherwise make adjustments to the Authority's budget during the fiscal year;

WHEREAS, the staff of the Authority, through the Executive Director has prepared a proposed amendment to the Fiscal Year 2019 budget ratified by this Board on January 24, 2019; and

WHEREAS, the Authority has the ability, pursuant to O.C.G.A. §50-39-11 (32), to exercise any power usually possessed by private corporations performing similar functions, which power is in not in conflict with the Constitution and laws of Georgia.

NOW, THEREFORE, BE IT RESOLVED, that the Authority does hereby approve, effective immediately, the amended FY2019 budget as proposed; and

BE IT FURTHER RESOLVED, that the Authority does hereby grant the Executive Director the authority to make adjustments to budget programs and classes, so long as such adjustments do not require an increase in the overall total amount of the approved budget.

APPROVED this 23rd Day of May 2019.

ATLANTA-REGION TRANSIT LINK AUTHORITY

Charlie Sutlive
Chairman

Approved as to Form:

Merryl Mandus
General Counsel

Attest:

Jamie Harris
Secretary

ATLANTA-REGION TRANSIT LINK AUTHORITY COMBINED PROGRAM BUDGET SUMMARY

	AFY 2019 Budget
Atlanta-Region Transit Link Authority Program	
Revenues and Sources	5,323,353
Expenses	5,323,353
TOTAL PROGRAM Revenues and Sources	5,323,353
TOTAL PROGRAM EXPENSES	5,323,353
NET VARIANCES	-

	AFY 2019 Budget
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Atlanta-Region Transit Link Authority Program

Revenues and Sources

State Appropriation	491,361
Other Funds (One-time GEF)	1,950,000
Other Funds (One-time GRTA Fund Balance)	550,000
Other Funds (One-time Tenant Improvement Allowance)	131,992
Federal Funds	2,200,000
Total	5,323,353

Operating Expenses

Personal Services	894,127
Regular Operating	79,651
Motor Vehicle Purchases	-
Equipment	-
Computer Charges/IT Expenses	115,467
Real Estate Rentals	150,313
Voice/Data Communications	-
Contractual Services	4,083,794
Total	5,323,353

**Resolution of the
Atlanta-region Transit Link Authority
Approving the FY2020 Budget**

Resolution # _____

WHEREAS, in order to provide for the orderly administration of the Atlanta-region Transit Link Authority (the “Authority”), the Bylaws requires the Board of the Authority to approve an annual budget each fiscal year;

WHEREAS, from time to time during FY2020, it may be necessary to make adjustments within budget programs and classes; and

WHEREAS, the Authority has the ability, pursuant to O.C.G.A. §50-39-11 (32), to exercise any power usually possessed by private corporations performing similar functions, which power is in not in conflict with the Constitution and laws of Georgia.

NOW, THEREFORE, BE IT RESOLVED, that the Authority does hereby approve, effective July 1, 2019, the FY2020 budget as proposed; and

BE IT FURTHER RESOLVED, that the Authority does hereby grant the Executive Director the authority to make adjustments within budget programs and classes, so long as such adjustments do not require an increase in the overall total amount of the approved budget.

APPROVED this 23rd Day of May 2019.

ATLANTA-REGION TRANSIT LINK AUTHORITY

Charlie Sutlive
Chairman

Approved as to Form:

Merryl Mandus
General Counsel

Attest:

Jamie Harris
Board Secretary

ATLANTA-REGION TRANSIT LINK AUTHORITY COMBINED PROGRAM BUDGET SUMMARY

	FY 2020 Budget
Atlanta-Region Transit Link Authority Program	
Revenues and Sources	5,028,483
Expenses	5,028,483
TOTAL PROGRAM Revenues and Sources	5,028,483
TOTAL PROGRAM EXPENSES	5,028,483
NET VARIANCES	-

	FY 2020 Budget
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Atlanta-Region Transit Link Authority Program

Revenues and Sources

State Appropriation	2,487,122
Other Funds (One-time GRTA Fund Balance)	50,000
ATL Reserve	491,361
Federal Funds	2,000,000
Total	5,028,483

Operating Expenses

Personal Services	1,481,023
Regular Operating	64,731
Motor Vehicle Purchases	-
Equipment	-
Computer Charges/IT Expenses	33,468
Real Estate Rentals	260,069
Voice/Data Communications	-
Contractual Services	3,189,191
Total	5,028,483



FTA Regional Formula Fund Policy Updates

ATL Board Meeting

Jon Ravenelle / May 23, 2019

FTA REGIONAL FORMULA FUND POLICY UPDATES

ATL and ARC have been working to update the FTA Regional Formula Fund Policies

Regional 5307 Formula Funding Set-Aside Policy

- Currently 0.5% of Regional 5307 Formula Funds set-aside for ARC (approx. \$330K annually)
- Proposed policy change increases set-aside to 1% and allocates 0.75% to ATL & 0.25% to ARC
- ATL set-aside funding to be used for regional planning/governance activities; not administrative costs
- ATL would receive approx. \$500K annually in federal funding for support of regional initiatives; ARC would receive approx. \$160K for initiatives outside ATL jurisdiction



FTA REGIONAL FORMULA FUND POLICY UPDATES

- **Regional 5337 Shared Segment Policy** – Region receives formula funds based on total # of miles of HOV/HOT lanes in which transit operates (approx. \$1.5M annually)
 - Currently all funds received for a particular segment of HOV/HOT lanes allocated to the Transit Operator that first reported ANY service in that segment REGARDLESS of the amount of service they provide or how much additional service is provided by other operators in same segment
 - Proposed change would allocate funds proportionally based on the amount of service provided by each operator in the HOV/HOT lane segment
 - Proposed change would be phased in over a period of two-years to limit funding impacts of updated methodology





SHARED SEGMENT SERVICE BREAKDOWN

Segment Details		Share of Service Operated on Segment by Each Operator (October 2017)			
Segment Name	Segment Mileage	Xpress	GCT	CobbLinc	MARTA
I-85 HOV SB	20.83	43.71%	56.29%		
I-85 HOV NB	18.74	47.83%	52.17%		
I-75 SB	8.15	20.05%		79.95%	
I-75 NB	7.94	20.05%		79.95%	
I-75/I-85 SB	1.67	33.12%	45.86%	21.02%	
I-75/I-85 NB	1.72	33.12%	45.86%	21.02%	
I-75 NB	8.22	100.00%			
I-75 SB	7.69	100.00%			
I-20 EB	1.36	30.47%			69.53%
I-20 WB	1.4	30.47%			69.53%
I-20 EB	6.76	30.47%			69.53%
I-20 WB	6.75	30.47%			69.53%
Total	91.23				

■ = Currently reports and receives funding for segment

■ = Currently operates in segment but receives no DRM funds

FORMULA FUND POLICY UPDATES – OUTREACH & NEXT STEPS

- ATL and ARC staff have engaged in broad regional outreach to receive feedback and concurrence on proposed policy updates:
 - Individual meetings and coordination with county and transit operator staff:
 - Cherokee County
 - City of Atlanta
 - Coweta County
 - Forsyth County
 - Douglas County
 - Center for Pan Asian Community Services (CPACS)
 - Cobb County
 - Fulton County (*scheduled*)
 - DeKalb County
 - Gwinnett County
 - Review and discussion of proposed policy updates at working groups:
 - Joint ATL/ARC Transit Operators Working Group
 - Transit Executives Working Group
- Next Steps:
 - Recommended for adoption by ATL and ARC Boards in August 2019
 - Proposed policies would take effect October 1, 2019 (start of Federal Fiscal Year 2020)



Thank You.



Jon Ravenelle



404.893.3010 (office)



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Atlanta Regional Policy

Allocation and Programming of FTA Section 5307 and Section 5340 Urbanized Area Formula Funds

DRAFT

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DRAFT

Statement of Fact

The Atlanta-region Transit Link Authority (ATL), as the Designated Recipient, in partnership with the Atlanta Regional Commission (ARC), the Metropolitan Planning Organization (MPO), administers the Federal Transit Administration (FTA) Urbanized Area Formula (Section 5307) and Associated Growing States/High Density (Section 5340) funds apportioned to the Atlanta Urbanized Area (UZA). The FTA administers both programs (Section 5307 and Section 5340) under the Section 5307 grant guidance. Therefore, this document will refer to both programs as Section 5307.

Section 5307 formula funds will be suballocated to eligible recipients in accordance with FTA guidelines, the Atlanta regional planning process, and the Transportation Improvement Program (TIP) development process. The Designated Recipient has the principal administrative responsibility for preparing the Atlanta UZA suballocation schedule, notifying eligible recipients, delivering the schedule to the MPO, and providing the Section 5307 Split Letter to FTA. During the fiscal year, eligible projects within the limits of local allocations will be considered as additions to the Program of Projects (POP) through the regional transit planning process.

The following policy has been developed fairly and rationally through a process that is agreeable to the Designated Recipient and the MPO in accordance with FTA Circular 9030.1E.

Annual Apportionment Calculation

- (a) One-fourth of one percent (.25%) of the amount of the total annual apportionment of Section 5307 funds for the UZA shall be reserved for the federally designated MPO for the Atlanta region, the ARC, for projects and programs that are regional in scope in accordance with FTA guidelines.
- (b) Three-fourths of one percent (.75%) of the amount of the total annual apportionment of Section 5307 funds for the UZA shall be reserved for the ATL, as the Designated Recipient and regional transit planning authority for a 13-county region within the UZA, for projects and programs that are regional in scope in accordance with FTA guidelines.
- (c) The remaining 99% of the annual apportionment of Section 5307 funds, exclusive of the Section 5307 Low Income Component¹, shall be allocated to the Designated Recipient. The Designated Recipient will then suballocate the funds to eligible transit operators and counties/jurisdictions within the Atlanta UZA.
- (d) The Designated Recipient and the MPO, together, may elect to set-aside/reserve a portion of the remaining 99%, of the annual apportionment of Section 5307 funds, exclusive of the Section 5307 Low Income Component, for a specific regional purpose. The terms of the set-aside are to be stated in a written agreement from the authorized representatives of the Designated Recipient and MPO and will outline the agency/entities responsible for the coordination and/or implementation of the projects.
- (e) The Low-Income Component set-aside is administered by the Designated Recipient in accordance with the Low Income Component suballocation process¹. Through a project solicitation administered by the Designated Recipient and in coordination with the MPO, projects that meet the Low-Income Component project requirements will be awarded funding from the set-aside.
- (f) In the event that the FTA's national apportionment formula changes, the Designated Recipient and MPO will undertake a re-evaluation of this policy to determine if appropriate changes to the current policy need to be made.

¹ MAP-21 consolidated the Section 5316 (Job Access and Reverse Commute) program into the Section 5307 program as a Low-Income Component. The Atlanta UZA uses the FTA's national apportionment formula as defined by the FAST Act to allocate funding for the Low-Income Component. The Low-Income Component funds are suballocated within the Atlanta region per a separate project solicitation which will be administered by the Designated Recipient in coordination with the MPO. The available funding is suballocated to eligible recipients based on the level of available funding and service to be provided using review criteria established by the Designated Recipient in consultation with the MPO.

Suballocation Distribution Formula

(a) The suballocation for the Atlanta UZA is determined by applying the FTA's national apportionment formula for both Section 5307 and 5340 as defined by the Fixing America's Surface Transportation (FAST) Act. These formulas consider:

- Population (from most recent Decennial Census)
- Population Density (Persons Per Square Mile based on most recent Decennial Census)
- Bus Revenue Vehicle Miles (BRVM)
- Fixed Guideway Directional Route Miles and Vehicle Revenue Miles (FG DRM/FG VRM)
- Ratio of Passenger Miles x Passenger Miles to Operating Costs

The suballocation will employ the most recent U.S. Census population counts from the most recent decennial census for the Urbanized Area, and the FTA approved National Transit Database (NTD) service measures which were used to determine the national apportionments.

(b) The portion of the funds suballocated based on Population and Population Density for Fulton, DeKalb, and Clayton counties is suballocated directly to MARTA under existing contract terms. If, in the future, additional counties contract with another Direct Recipient to provide transit service, those counties will have their Population and Population Density funds suballocated according to the negotiated contract terms.

(c) The portion of the funds allocated based on NTD service statistics will be attributed to the entity which reports those statistics to the NTD unless contract terms dictate otherwise. In the case of an agency that may contract for service and the contractor reports to the NTD, the funds suballocated based on service statistics will be credited to the applicable agency/jurisdiction. If, in the future, additional counties contract with another Direct Recipient to provide transit service, those counties will have their Population and Population Density funds suballocated according to the negotiated contract terms.

(d) The ATL's authority within a jurisdiction comprised of 13-counties in the Atlanta UZA includes the administration of Federal Transit Administration (FTA) formula funding, as well as oversight of all FTA discretionary funding for transit projects. The ATL, in accordance with the responsibilities established in HB 930, reserves the authority to, as necessary, review or audit any eligible recipient within its 13-county jurisdiction, if it is determined that an eligible recipient is out of conformity with the ATL adopted Regional Transit Plan. Based on the results of such review or audit, the ATL will work with eligible recipients to appropriately address any required corrective actions.

Suballocation Process

- (a) The Designated Recipient will run the distribution formula and provide the MPO with the annual Section 5307 Suballocation Schedule² within 30 calendar days of FTA’s publication of Section 5307 Apportionments in the Federal Register. The annual suballocation of each jurisdiction and transit system reporting service data to the NTD, collectively referred to hereinafter as “eligible recipients”, is included in the aforementioned schedule.

In the event that Congress authorizes a partial year apportionment of annual funding under a Continuing Resolution (CR) and FTA publishes a Federal Register Notice with partial year funding, the Designated Recipient and the MPO, together, may elect to either run the distribution formula with partial funding or defer and run the distribution formula as additional funding is authorized and appropriated by Congress and published in the Federal Register by FTA.

- (b) The Designated Recipient will notify each eligible recipient within the Atlanta UZA in writing of its fiscal year suballocation amount along with the corresponding Section 5307 and 5340 Balance Sheet within 30 calendar days of receipt by the MPO of the Section 5307 UZA Suballocation Schedule from the Designated Recipient. The MPO will receive a copy of each notification to eligible recipients.
- (c) Each eligible recipient of Section 5307 funds will be required to respond in writing to the Designated Recipient (with copy to the MPO) regarding its intention to use the funds for an eligible project, bank the funds, transfer the funds to another eligible recipient, or return the funds to the Atlanta UZA. Such notification (via email or letter correspondence) must be received by the Designated Recipient within 45 calendar days of being notified of its suballocation. Failure to respond within the 45 calendar day period will result in the Designated Recipient returning the funds to the Atlanta UZA.
- (d) An eligible recipient may elect to initially bank the Section 5307 suballocated funds. If the county/jurisdiction determines that conditions/situations have changed that will prevent the timely use of funds (i.e. within the period of availability) they will transfer their Section 5307 funds to an eligible Section 5307 recipient or return the funds to the Atlanta UZA no later than nine months prior to the federally allowed period of eligibility. This process ensures that Section 5307 apportionment funds remain in the Atlanta UZA.
- (e) When an eligible recipient elects to transfer its suballocation; the amount transferred will be credited to the receiving county/jurisdiction and updated on the corresponding suballocation

² Suballocation Schedule is a list of eligible county/jurisdictions Fiscal Year total suballocation and the federal and local program funding participation.

Section 5307 and 5340 Balance Sheets produced by the Designated Recipient. Upon a completed transfer of suballocation funding, the Designated Recipient will provide an updated suballocation letter and balance sheet to each eligible recipient involved detailing the changes.

- (f) An eligible recipient may return their suballocated Section 5307 funds to the region (Atlanta UZA); these returned funds are termed “residual.” Residual funds are reallocated per the process below to ensure that Section 5307 apportionment funds remain in the Atlanta UZA.
- Any Residual funds are subject to the following reallocation process:
 1. The Designated Recipient and the MPO, together, may elect to set-aside/reserve all or a portion of the residual funds for a specific regional purpose eligible under Section 5307 program guidelines. The terms of the set-aside are to be stated in a written agreement from the authorized representatives of the Designated Recipient and MPO and will outline the agency/entities responsible for the coordination and/or implementation of the projects.
 2. If the Designated Recipient and the MPO do not elect to set-aside/reserve residual funds, the Designated Recipient will then run an abbreviated distribution formula that includes the suballocation calculation based on service statistics as reported to NTD by operators. The NTD statistics utilized are those reported for the Federal fiscal year applicable to the Federal fiscal year of the residual funds.
 - When residual funds are returned by an operator, that operator will be excluded from the reallocation process for the residual funds.
- (g) In the event that some portion of the regional allocation does not get programmed in the POP in the year of allocation, those funds will be programmed during the next update or amendment of the POP.

Program of Projects (POP) Development

- (a) The development of the Section 5307 POP for the Atlanta Urbanized Area will be accomplished via the procedures set forth in this policy.
- (b) Pursuant to FTA's Circular 8100.1C and Circular 9030.1E, the Designated Recipient will provide the lead role in the development of the Program of Projects³ (POP) .
- (c) The Designated Recipient will conduct public participation activities for the proposed POP, consistent with Circular 9030.1E, as part of an annual public participation process. Specific public participation activities and schedule will be dependent on the schedule for grant application activity during the upcoming Federal fiscal year provided by FTA Region IV.
- (d) The final POP will be made available to the public and will represent projects that are ready to be executed in an FTA grant application.
- (e) If an eligible recipient has not submitted projects to be programmed in the POP by the POP submission deadline for suballocated funds in the last year of the federally allowed period of eligibility, the suballocated funds can be transferred to another eligible recipient or returned to the region and reallocated as part of the residual distribution process set forth in this document. This will allow sufficient time for eligible recipients to submit a POP and grant application.
- (f) If an existing project(s) programmed in the POP with funding that is in the last year of the federally allowed period of availability is not submitted as part of a grant application within nine months of lapsing, the funds associated with that project will be either transferred or reallocated as part of the residual reallocation process set forth in this document.

³ Program of Projects (POP) is a list of projects proposed by a Designated Recipient in cooperation with a metropolitan planning organization to be funded from the urbanized area's Section 5307 apportionment. The POP includes a brief description of the projects, including any sub-allocation among public transportation providers, total project costs, and federal share for each project.

POP Approval and Adoption Process

Overview:

- (a) Pursuant to FTA's Circular 8100.1C and Circular 9030.1E, the Designated Recipient will develop, review, and approve the proposed projects submitted by the eligible recipients in the Atlanta UZA. For eligible recipients within the ATL's 13-county jurisdiction, projects submitted to the (POP) will be reviewed to verify that they are in conformity with the ATL adopted Regional Transit Plan.
- (b) Annually, the FTA Region IV Office provides recipients with a schedule for grant application activity during the upcoming Federal fiscal year. The annual POP update schedule will be published by the Designated Recipient upon receipt of FTA Region IV's schedule for grant application activity during the upcoming Federal fiscal year.
- (c) Should FTA Region IV not announce a schedule for grant application activity for a given Federal fiscal year, the Designated Recipient will provide a schedule for the Annual POP Update Process to all recipients in the region that is fair and reasonable.

Annual POP Update Process:

- (d) In order to align the Atlanta Region's POP process with FTA Region IV's grant making processes, the Designated Recipient will annually publish a POP update schedule upon receipt of FTA Region IV's schedule for grant application activity during the upcoming Federal fiscal year.
- (e) Following the POP submission deadline, the Designated Recipient will then review the POP submissions. For eligible recipients within the ATL's 13-county jurisdiction, projects that are determined to be out of conformity with the ATL adopted Regional Transit Plan will be returned to the requestor for further discussion/resolution prior to submittal and inclusion in the (POP).
- (f) Following the Designated Recipient's review, the POP will be published for public comment no more than 21 days after the POP submission deadline. Public comment will last for 30 days, follow the ATL's adopted Public Involvement/Participation Plan⁴, and include the following outreach elements:

⁴ The Atlanta-region Transit Link Authority's Public Involvement/Participation Plan is public posted online at: <https://atltransit.ga.gov/accessibility-and-civil-rights/>

- a. Full advance notification of the proposed changes, via appropriate communication channels, to all agencies and the interested public concerning affected projects. Those channels will include announcements in ATL's monthly newsletter, at ATL Transit Operator Working Group meetings, on ATL's website pages, and through other media as appropriate.
 - b. Formal Notification of the annual POP update will be published in the Fulton County Daily Report. The ATL will also publish participation opportunities through newspaper publications serving the populations of its most prominent Limited English Proficiency audiences.
 - c. Notification of the proposed POP will include at a minimum: outline of project(s) and project activities, funding to be obligated in an FTA grant and corresponding local match source, Federal fiscal year obligation of suballocated funding.
 - d. A public hearing will be provided to allow for in-person public comment on the proposed POP.
 - e. All comments received on the proposed Program of Projects will be addressed with the project sponsor and other interested parties and reported to the public as well as the ATL board as to content and resolution.
- (g) At the end of the comment period, stakeholder agencies and other interested parties will take into consideration opposing views on a case by case basis.
 - (h) Once the public comment period is completed, the Designated Recipient's designee will approve the POP, and transmit to the MPO for publication as an appendix to the Atlanta region's Transportation Improvement Program (TIP). The updated POP will be posted publicly for reference in the FTA grant application submission process.

POP Administrative Modifications Process:

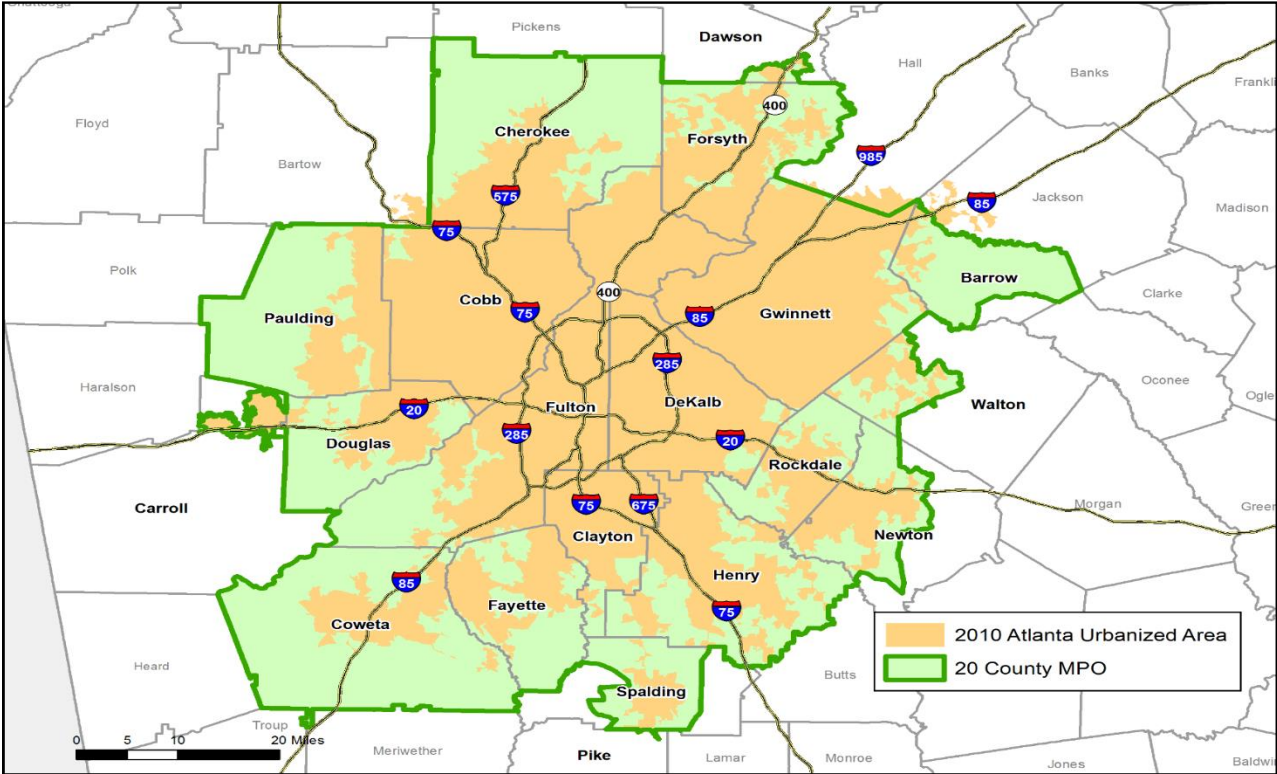
- (a) The administrative modification schedule for the federal fiscal year will be published by the Designated Recipient upon receipt of FTA Region IV's schedule for application activity during the upcoming Federal fiscal year.
- (b) Any changes to projects included in the final POP that need to occur during the remainder of the federal fiscal year will be considered administrative modifications and will not require a formal comment process.

Types of changes included in an administrative modification will include:

- Additions to funding for an existing project

- Addition of a new project activity to an existing project
 - Changes to funding between existing projects or existing project activities
 - Reduction of funding for an existing project activity
 - Addition of residual reallocation of funding to an existing project.
- (c) New projects that were not considered in the annual POP update will be considered for adoption in the POP if the public comment process is fully conducted by the operator or local jurisdiction submitting that project. Once those projects have completed the public comment process and are submitted to the Designated Recipient, the project(s) will be reviewed by the Designated Recipient for inclusion in the POP.
- (d) The public comment process for administrative modifications to the POP will include the following elements:
- A list of the proposed changes will be published to the Designated Recipient's website for 14 days.
 - Notification of the proposed POP will include at a minimum: outline of changes to project(s) and project activities, changes in funding to be obligated in an FTA grant, and changes to the corresponding local match source.
 - All comments received on the proposed administrative modifications to the Program of Projects will be addressed with the project sponsor and other interested parties.
- (e) Should a POP administrative modification generate significant negative comments after it has been processed, the Designated Recipient reserves the right to revoke the administrative modification status and require a full public comment process for the proposed changes to the POP.
- (i) At the end of the comment period stakeholder agencies and other interested parties will take into consideration opposing views on a case by case basis.
- (j) Once the public comment period is completed, the Designated Recipient's designee will approve the POP, and transmit to the MPO for publication as an appendix to the Atlanta region's Transportation Improvement Program (TIP). The updated POP will be posted publicly for reference in the FTA grant application submission process.

Figure 1: 2010 Atlanta Urbanized Area





Atlanta Regional Policy

Allocation and Programming of

FTA Section 5337

State of Good Repair Funds

2019

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Statement of Fact

The Atlanta-region Transit Link (ATL) Authority, as the Designated Recipient, in partnership with the Atlanta Regional Commission (ARC), the Metropolitan Planning Organization (MPO), administers the Federal Transit Administration (FTA) State of Good Repair (Section 5337) funds apportioned to the Atlanta Urbanized Area (UZA).

Section 5337 formula funds will be suballocated to eligible recipients in accordance with FTA guidelines, the Atlanta regional planning process, and the Transportation Improvement Program (TIP) development process. Recipients eligible for Section 5337 suballocated funds include operators in urbanized areas with rail fixed guideway and high intensity motorbus systems that have been in operation for at least seven years. The Designated Recipient has the principal administrative responsibility for preparing the Atlanta UZA suballocation schedule, notifying eligible recipients, delivering the schedule to the MPO, and providing the Section 5337 Split Letter to FTA. During the fiscal year, eligible projects within the limits of local allocations will be considered as additions to the Program of Projects (POP) through the regional transit planning process.

The following policy has been developed fairly and rationally through a process that is agreeable to the Designated Recipient and the MPO in accordance with FTA Circular 5300.1.

Annual Apportionment Allocation

- (a) The Designated Recipient for Section 5337 is the NTD Agency who reports all high intensity motorbus system roadway segments operated on by transit agencies in the Atlanta UZA.
- (b) One hundred percent (100%) of the amount of the total annual apportionment of the Section 5337 Fixed Guideway State of Good Repair (FG SGR) tier shall be reserved for eligible fixed guideway operators in the Atlanta UZA.
- (c) One hundred percent (100%) of the total annual apportionment for the High Intensity Motorbus (HIMB) tier of Section 5337 will be suballocated among operators that report transit statistics to the NTD for use of High Occupancy Vehicle (HOV) and High Occupancy Toll (HOT) lanes and have operated motorbus service for at least seven years on the HIMB fixed guideway segments.
- (d) In the event that the FTA's national apportionment formula changes, the Designated Recipient and the MPO will undertake a re-evaluation of this policy to determine if appropriate changes to the current policy need to be made.

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Suballocation Distribution Formula

The suballocation for the Atlanta UZA's Section 5337 High Intensity Motorbus (HIMB) tier is based on FTA's national apportionment formula as defined by the Fixing America's Surface Transportation Act (FAST) Act. This formula considers:

- Vehicle Revenue Miles (VRM) (60%)
- Directional Route Miles (DRM) (40%)

- (a) The FTA formula utilizes data reported on High Occupancy Vehicle (HOV) and High Occupancy Toll (HOT) lanes in the National Transit Database (NTD). Using this data, the funds available under the HIMB tier are split between vehicle revenue miles (VRM) and directional route miles (DRM) at a 60/40 split, respectively.
- (b) The portion of funds attributable to VRM will be suballocated using the VRM reported to NTD by each operator.
- (c) The portion of funds attributable to DRM will be proportionately suballocated based on each operator's amount of service, measured as the number of vehicle revenue miles operated within each segment (shared and solo) within the Atlanta UZA. To determine the VRM for each operator within each segment, GTFS data from the first week of October of the applicable Federal fiscal year will be used. Details of the suballocation process for the HIMB DRM component is provided in Appendix A.
- (d) The ATL's authority within a jurisdiction comprised of 13-counties in the Atlanta UZA includes the administration of Federal Transit Administration (FTA) formula funding, as well as oversight of all FTA discretionary funding for transit projects. The ATL, in accordance with the responsibilities established in HB 930, reserves the authority to, as necessary, review or audit any eligible recipient within its 13-county jurisdiction, if it is determined that an eligible recipient is out of conformity with the ATL adopted Regional Transit Plan. Based on the results of such review or audit, the ATL will work with eligible recipients to appropriately address any required corrective actions.

Suballocation Process

- (a) The Designated Recipient will run the distribution formula and provide the MPO with the annual Section 5337 Suballocation Schedule¹ within 30 calendar days of FTA's publication of Section 5337 Apportionments in the Federal Register. The annual suballocation of each jurisdiction and transit system reporting service data to the NTD, collectively referred to hereinafter as "eligible recipients", is included in the aforementioned schedule.

In the event that Congress authorizes a partial year apportionment of annual funding under a Continuing Resolution (CR) and FTA publishes a Federal Register Notice with partial year funding, the Designated Recipient and the MPO, together, may elect to either run the distribution formula with partial funding or defer and run the distribution formula as additional funding is authorized and appropriated by Congress and published in the Federal Register by FTA.

- (b) The Designated Recipient will notify each eligible recipient within the Atlanta UZA in writing of its fiscal year suballocation amount, along with the corresponding Section 5337 Balance Sheet within 30 calendar days of receipt by the MPO of the Section 5337 UZA Suballocation Schedule from the Designated Recipient. The MPO will receive a copy of each notification to eligible recipients.
- (c) Each eligible recipient of Section 5337 funds will be required to respond in writing to the Designated Recipient (with copy to the MPO) regarding its intention to use the funds for an eligible project, bank the funds, transfer the funds to another eligible recipient, or return the funds to the Atlanta UZA. Such notification (via email or letter correspondence) must be received by the Designated Recipient within 45 calendar days of being notified of its suballocation. Failure to respond within the 45 calendar day period will result in the Designated Recipient returning the funds to the Atlanta UZA.
- (d) An eligible recipient may elect to initially bank the Section 5337 suballocated funds. If the county/jurisdiction determines that conditions/situations have changed that will prevent the timely use of funds (i.e. within the period of availability), they will transfer their Section 5337 funds to an eligible recipient or return the funds to the Atlanta UZA no later than nine months prior to the federally allowed period of eligibility. This process ensures that Section 5337 apportionment funds remain in the Atlanta UZA.
- (e) When an eligible recipient elects to transfer its suballocation; the amount transferred will be credited to the receiving eligible recipient and updated on the corresponding

¹ Suballocation Schedule is a list of eligible county/jurisdictions Fiscal Year total suballocation and the federal and local program funding participation.

suballocation Section 5337 Balance Sheets produced by the Designated Recipient. Upon a completed transfer of suballocation funding, the Designated Recipient will provide an updated suballocation letter and balance sheet to each eligible recipient involved detailing the changes.

- (f) An eligible recipient may return their suballocated Section 5337 funds to the region (Atlanta UZA); these returned funds are termed “residual.” Residual funds are reallocated per the process below to ensure that Section 5337 apportionment funds remain in the Atlanta UZA.
- Any residual funds are subject to the following reallocation process:
 1. The Designated Recipient and the MPO, together, may elect to set-aside/reserve all or a portion of the residual funds for a specific regional purpose eligible under Section 5337 program guidelines. The terms of the set-aside are to be stated in a written agreement from the authorized representatives of the Designated Recipient and MPO and will outline the agency/entities responsible for the coordination and/or implementation of the projects.
 2. If the Designated Recipient and the MPO do not elect to set-aside/reserve residual funds, the Designated Recipient will then run an abbreviated distribution formula that includes the suballocation calculation based on service statistics as reported to NTD by operators. The NTD statistics utilized are those reported for the Federal fiscal year applicable to the Federal fiscal year of the residual funds.
 - When residual funds are returned by an operator, that operator will be excluded from the reallocation process for the residual funds.
- (g) In the event that some portion of the regional allocation does not get programmed in the POP in the year of allocation, those funds will be programmed during the next update or amendment of the POP.

Program of Projects (POP) Development

- (a) The development of the Section 5337 POP for the Atlanta Urbanized Area will be accomplished via the procedures set forth in this policy.
- (b) Pursuant to FTA's Circular 8100.1C and Circular 9030.1E, the Designated Recipient will provide the lead role in the development of the Program of Projects² (POP) .
- (c) The Designated Recipient will conduct public participation activities for the proposed POP, consistent with Circular 9030.1E, as part of an annual public participation process. Specific public participation activities and schedule will be dependent on the schedule for grant application activity during the upcoming Federal fiscal year provided by FTA Region IV.
- (d) The final POP will be made available to the public and will represent projects that are set to be executed in an FTA grant application.
- (e) If an eligible recipient has not submitted projects to be programmed in the POP by the POP submission deadline for suballocated funds in the last year of the federally allowed period of eligibility, the suballocated funds can be transferred to another eligible recipient or returned to the region and reallocated as part of the residual reallocation policy set forth in this document. This will allow sufficient time for eligible recipients to submit a POP and grant application.
- (f) If an existing project(s) programmed in the POP with funding that is in the last year of the federally allowed period of availability is not submitted as part of a grant application within nine months of lapsing, the funds associated with that project will be either transferred or reallocated as part of the residual distribution policy set forth in this document.

² Program of Projects (POP) is a list of projects proposed by a Designated Recipient in cooperation with a metropolitan planning organization to be funded from the urbanized area's Section 5337 apportionment. The POP includes a brief description of the projects, including any sub-allocation among public transportation providers, total project costs, and federal share for each project.

POP Approval and Adoption Process

Overview:

- (a) Pursuant to FTA's Circular 8100.1C and Circular 9030.1E, the Designated Recipient will develop, review, and approve the proposed projects submitted by the eligible recipients in the Atlanta UZA. For eligible recipients within the ATL's 13-county jurisdiction, projects submitted to the (POP) will be reviewed to verify that they are in conformity with the ATL adopted Regional Transit Plan.
- (b) Annually, the FTA Region IV Office provides recipients with a schedule for grant application activity during the upcoming Federal fiscal year. The annual POP update schedule will be published by the Designated Recipient upon receipt of FTA Region IV's schedule for grant application activity during the upcoming Federal fiscal year.
- (c) Should FTA Region IV not announce a schedule for grant application activity for a given Federal fiscal year, the Designated Recipient will provide a schedule for the Annual POP Update Process to all recipients in the region that is fair and reasonable.

Annual POP Update Process:

- (d) In order to align the Atlanta Region's POP process with FTA Region IV's grant making processes, the Designated Recipient will annually publish a POP update schedule upon receipt of FTA Region IV's schedule for grant application activity during the upcoming Federal fiscal year.
- (e) Following the POP submission deadline, the Designated Recipient will then review the POP submissions. For eligible recipients within the ATL's 13-county jurisdiction, projects that are determined to be out of conformity with the ATL adopted Regional Transit Plan will be returned to the requestor for further discussion/resolution prior to submittal and inclusion in the (POP).
- (f) Following the Designated Recipient's review, the POP will be published for public comment no more than 21 days after the POP submission deadline. Public comment will last for 30 days, follow the ATL's adopted Public Involvement/Participation Plan³, and include the following outreach elements:

³ The Atlanta-region Transit Link Authority's Public Involvement/Participation Plan is public posted online at: <https://atltransit.ga.gov/accessibility-and-civil-rights/>

- a. Full advance notification of the proposed changes, via appropriate communication channels, to all agencies and the interested public concerning affected projects. Those channels will include announcements in ATL's monthly newsletter, at ATL Transit Operator Working Group meetings, on ATL's website pages, and through other media as appropriate.
 - b. Formal Notification of the annual POP update will be published in the Fulton County Daily Report. The ATL will also publish participation opportunities through newspaper publications serving the populations of its most prominent Limited English Proficiency audiences.
 - c. Notification of the proposed POP will include at a minimum: outline of project(s) and project activities, funding to be obligated in an FTA grant and corresponding local match source, Federal fiscal year obligation of suballocated funding.
 - d. A public hearing will be provided to allow for in-person public comment on the proposed POP.
 - e. All comments received on the proposed POP will be addressed with the project sponsor and other interested parties and reported to the public as well as the ATL board as to content and resolution.
- (g) At the end of the comment period, stakeholder agencies and other interested parties will take into consideration opposing views on a case by case basis.
- (h) Once the public comment period is completed, the Designated Recipient's designee will approve the POP, and transmit to the MPO for publication as an appendix to the Atlanta region's Transportation Improvement Program (TIP). The updated POP will be posted publicly for reference in the FTA grant application submission process.

POP Administrative Modifications Process:

- (a) The administrative modification schedule for the federal fiscal year will be published by the Designated Recipient upon receipt of FTA Region IV's schedule for application activity during the upcoming Federal fiscal year.
- (b) Any changes to projects included in the final POP that need to occur during the remainder of the federal fiscal year will be considered administrative modifications and will not require a formal comment process.

Types of changes included in an administrative modification will include:

- Additions to funding for an existing project
 - Addition of a new project activity to an existing project
 - Changes to funding between existing projects or existing project activities
 - Reduction of funding for an existing project activity
 - Addition of residual reallocation of funding to an existing project
- (c) New projects that were not considered in the annual POP update will be considered for adoption in the POP if the public comment process is fully conducted by the operator or local jurisdiction submitting that project. Once those projects have completed the public comment process and are submitted to the Designated Recipient, the project(s) will be reviewed by the Designated Recipient for inclusion in the POP.
- (d) The public comment process for administrative modifications to the POP will include the following elements:
- A list of the proposed changes will be published to the Designated Recipient's website for 14 days.
 - Notification of the proposed POP will include at a minimum: outline of changes to project(s) and project activities, changes in funding to be obligated in an FTA grant, and changes to the corresponding local match source.
 - All comments received on the proposed administrative modifications to the Program of Projects will be addressed with the project sponsor and other interested parties.
- (e) Should a POP administrative modification generate significant negative comments after it has been processed, the Designated Recipient reserves the right to revoke the administrative modification status and require a full public comment process for the proposed changes to the POP.
- (i) At the end of the comment period stakeholder agencies and other interested parties will take into consideration opposing views on a case by case basis.

Once the public comment period is completed, the Designated Recipient's designee will approve the POP, and transmit to the MPO for publication as an appendix to the Atlanta region's Transportation Improvement Program (TIP). The updated POP will be posted publicly for reference in the FTA grant application submission process.

Appendix A – HIMB - DRM Shared Segment Suballocation

For purposes of suballocating Section 5337 program funds attributable to Directional Route Mile (DRM), the amount of service provided by operators on each high intensity motor bus segment within the Atlanta UZA will be allocated proportionately among all operators providing service on the shared segments.

Data Sources:

- a) The High Intensity Motorbus (HIMB) System shared segment Directional Route Mile (DRM) suballocation is based on data from the region's General Transit Feed Specification (GTFS) feeds.
- b) The GTFS data utilized for the DRM calculation is taken from each agency's reported operating schedule for service within HIMB segments within metro Atlanta during the first week of the Federal fiscal year of interest (for consistency in light of potential schedule changes).

GTFS feeds are populated with the transit operation schedules that are applied to web-based routing tools and mobile applications. As such, the GTFS feeds provide reporting accuracy, a uniform centralized data depository, and a consistent methodology for determining service operated on each HIMB segment. The GTFS feeds are used to identify the regional routes that operate in segments of the Atlanta Urbanized Area's (UZA) HIMB System, as well as the number of daily trips that operate on those segments.

Suballocation Process:

Identification of routes operating on each segment and the amount of service each transit operator provides on each HIMB segment reported to NTD:

- a) A shapefile of all HIMB segments of the Atlanta UZA HIMB System eligible to receive federal funding is maintained by The ATL.
- b) A shapefile of all transit service in the UZA is maintained by The ATL and is updated, at a minimum, the first week of each Federal fiscal year. It includes all routing information (in latitude/longitude coordinates), as well as the number of trips operated on each route per service day category (e.g. weekday, Saturday or Sunday).
- c) The intersection of the segments of the HIMB System shapefile and the regional transit service shapefile is used to identify transit routes and service levels operating on the HIMB segments.

Determine transit operators share of service provided on each HIMB segment:

- a) GTFS feed data provides amount of service provided by each transit operator on each HIMB segment
- b) For example

Segment 1:

- Operator A: 50 annual trips = 38% of annual service on Segment 1
- Operator B: 80 annual trips = 62% of annual service on Segment 1

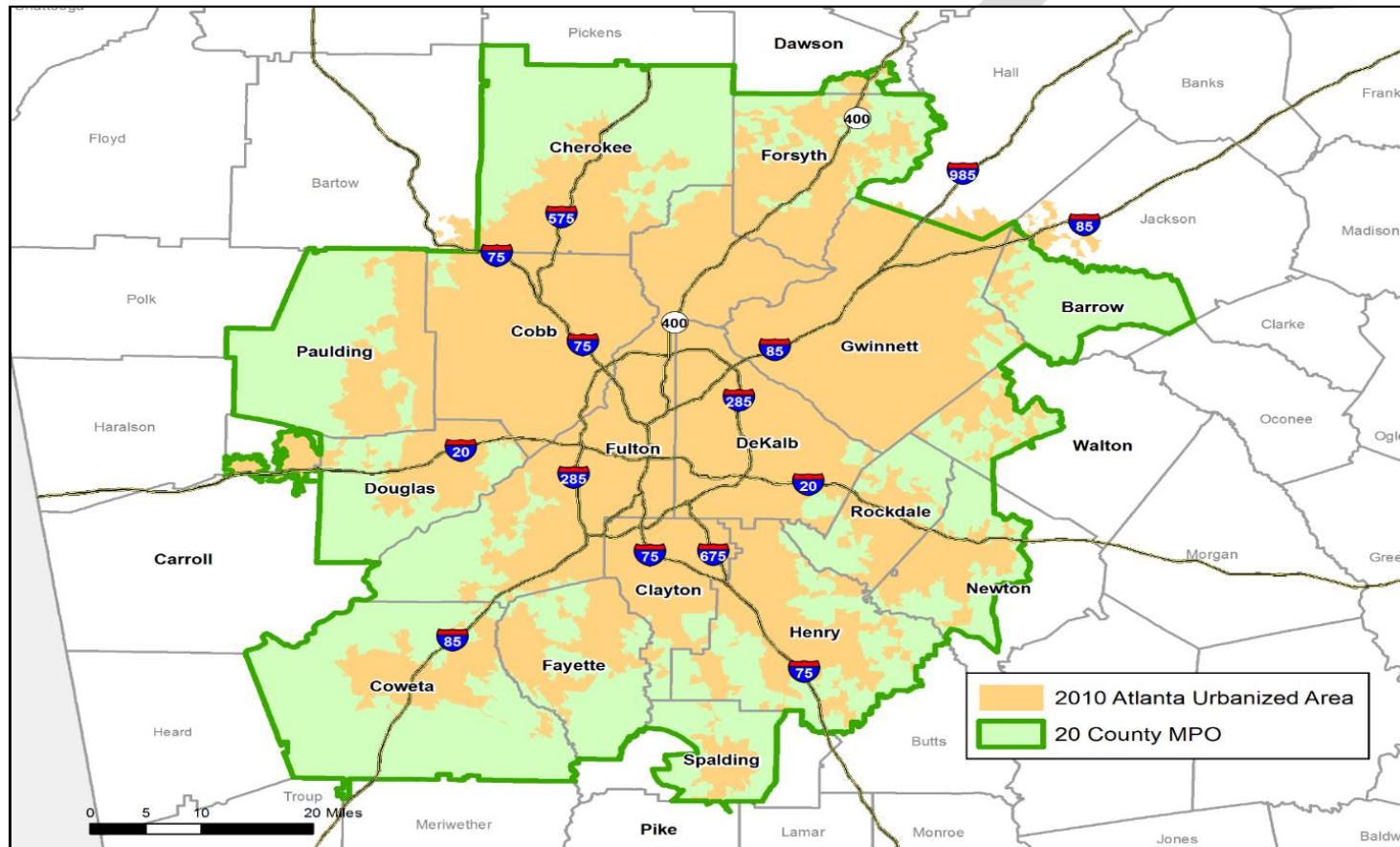
Determine Section 5337 HIMB tier funding amount attributable to each HIMB segment and suballocate to eligible recipients:

- a) Determine the Federal fiscal year funding amount attributed to each segment using the FTA unit value for DRM
- b) Suballocate funding amount attributable to each segment to transit operators based on share of service provided on each segment
- c) For example:

Segment 1 - \$100 Federal fiscal year 2050

- Operator A – based on 38% share of service on Segment 1 = \$38
- Operator B – based on 62% share of service on Segment 1 = \$62

Figure 1: 2010 Atlanta Urbanized Area





Atlanta Regional Policy

Allocation and Programming of

FTA Section 5339

Bus and Bus Facilities Funds

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Statement of Fact

The Atlanta-region Transit Link Authority (ATL), as the Designated Recipient, in partnership with the Atlanta Regional Commission (ARC), the Metropolitan Planning Organization (MPO), administers the Federal Transit Administration (FTA) Bus and Bus Facilities (Section 5339) formula funds apportioned to the Atlanta Urbanized Area (UZA).

Section 5339 formula funds will be suballocated to eligible recipients in accordance with FTA guidelines, the Atlanta regional planning process, and the Transportation Improvement Program (TIP) development process. State government, local jurisdictions and private nonprofit organizations that operate fixed route bus services are eligible for Section 5339 formula funds. The Designated Recipient and Direct Recipients of both formula and discretionary grants may suballocate funds from Section 5339 to public agencies or private nonprofit organizations engaged in public transportation. The Designated Recipient has the principal administrative responsibility for preparing the Atlanta UZA suballocation schedule, notifying eligible recipients, delivering the schedule to the MPO, and providing the Section 5339 Split Letter to FTA. During the fiscal year, eligible projects within the limits of local allocations will be considered as additions to the Program of Projects (POP) through the regional transit planning process.

The following policy has been developed fairly and rationally through a process that is agreeable to the Designated Recipient and the MPO in accordance with FTA Circular 5100.1, Section IV.

Annual Apportionment Calculation

- (a) One hundred percent (100%) of the total annual apportionment of Section 5339 formula funds shall be allocated to the Designated Recipient. The Designated Recipient will then suballocate the funds to eligible recipients within the Atlanta UZA in accordance with FTA guidelines. Eligible recipients include public transportation authorities, state and local jurisdictions, and governmental entities that are eligible to receive direct grants or operate fixed route bus services under Section 5339.
- (b) In the event that FTA's national apportionment formula changes, the Designated Recipient and the MPO will undertake a re-evaluation of this policy to determine if appropriate changes to the current policy need to be made.

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Suballocation Distribution Formula

a) The suballocation for the Atlanta UZA is determined by applying FTA's national apportionment formula as defined by the Fixing America's Surface Transportation Act (FAST) Act. This formula considers:

- Bus Vehicle Revenue Miles
- Population (most recent Decennial Census)
- Population Density
- Ratio of Passenger Miles x Passenger Miles/Operating Cost

The suballocation will employ the most recent decennial U.S. Census population for the Urbanized Area and the FTA approved National Transit Database (NTD) service measures which were used to determine the national apportionments.

b) Section 5339 formula funds in the Atlanta Urbanized Area will be sub-allocated to counties operating fixed route bus service directly and to counties with regional transit providers operating service within the county. If a county has both local and regional fixed route bus providers, the local providers shall receive the Section 5339 formula funds based on Population and Population Density. If a county has regional transit service and no local fixed route transit provider, the Section 5339 formula funds based on Population and Population Density will go to the regional transit provider. For the purpose of suballocating Section 5339 funds, a county will be considered as having regional fixed route bus service if a regional transit operator serves a park-and-ride facility and/or bus stops within that county.

c) The portion of the funds suballocated based on Population and Population Density for Fulton, DeKalb and Clayton counties is suballocated directly to MARTA under existing contract terms. If, in the future, additional counties contract with another Direct Recipient to provide transit service, those counties will have their Population and Population Density funds suballocated according to the negotiated contract terms.

d) The portion of the funds allocated based on NTD service statistics will be attributed to the entity which reports those statistics to the NTD. In the case of an agency that may contract for service and the contractor reports to the NTD, the funds allocated based on service statistics will be credited to the applicable agency/jurisdiction. If, in the future, additional counties contract with another Direct Recipient to provide transit service, those counties will have their suballocated funds based on NTD service statistics suballocated according to the negotiated contract terms.

e) Eligible recipients may allocate a portion of their Section 5339 funds to private nonprofit organizations or a "third-party operator" that operates fixed-route bus service within the Atlanta UZA. Private nonprofit organizations and third-party operators must demonstrate

the legal, financial and technical capacity to carry out the federal requirements of the Section 5339 program. Additionally, the Atlanta UZA requires nonprofit organizations to have an eligible project, report transit service data to the NTD, and have been engaged in public transportation operation for at least three years.

- f) An eligible Section 5339 recipient that contracts for bus service must execute a MOA with the third-party operator when using Section 5339 funds for eligible projects. The MOA must establish that the third-party operator has the capability to meet all FTA conditions and requirements.
- g) The ATL's authority within a jurisdiction comprised of 13-counties in the Atlanta UZA includes the administration of Federal Transit Administration (FTA) formula funding, as well as oversight of all FTA discretionary funding for transit projects. The ATL, in accordance with the responsibilities established in HB 930, reserves the authority to, as necessary, review or audit any eligible recipient within its 13-county jurisdiction, if it is determined that an eligible recipient is out of conformity with the ATL adopted Regional Transit Plan. Based on the results of such review or audit, the ATL will work with eligible recipients to appropriately address any required corrective actions.

Suballocation Process

- (a) The Designated Recipient will run the distribution formula and provide the MPO with the annual Section 5339 Suballocation Schedule¹ within 30 calendar days of FTA's publication of Section 5339 Apportionments in the Federal Register. The annual suballocation of each jurisdiction and transit system reporting service data to the NTD, collectively referred to hereinafter as "eligible recipients", is included in the aforementioned schedule.

In the event that Congress authorizes a partial year apportionment of annual funding under a Continuing Resolution (CR) and FTA publishes a Federal Register Notice with partial year funding, the Designated Recipient and the MPO, together, may elect to either run the distribution formula with partial funding or defer and run the distribution formula as additional funding is authorized and appropriated by Congress and published in the Federal Register by FTA.

- (b) The Designated Recipient will notify each eligible recipient within the Atlanta UZA in writing of its fiscal year suballocation amount along with the corresponding Section 5339 Balance Sheet within 30 calendar days of receipt by the MPO of the Section 5339 UZA Suballocation Schedule from the Designated Recipient. The MPO will receive a copy of each notification to eligible recipients.
- (c) Each eligible recipient of Section 5339 funds will be required to respond in writing to the Designated Recipient (with copy to the MPO) regarding its intention to use the funds for an eligible project, bank the funds, transfer the funds to another eligible recipient, or return the funds to the Atlanta UZA. Such notification (via email or letter correspondence) must be received by the Designated Recipient within 45 calendar days of being notified of its suballocation. Failure to respond within the 45 calendar day period will result in the Designated Recipient returning the funds to the Atlanta UZA.
- (d) An eligible recipient may elect to initially bank the Section 5339 suballocated funds. If the county/jurisdiction determines that conditions/situations have changed that will prevent the timely use of funds (i.e. within the period of availability) they will transfer their Section 5339 funds to an eligible Section 5339 recipient or return the funds to the Atlanta UZA no later than nine months prior to the federally allowed period of eligibility. This process ensures that Section 5339 apportionment funds remain in the Atlanta UZA.
- (e) When an eligible recipient elects to transfer its suballocation; the amount transferred will be credited to the receiving county/jurisdiction and updated on the corresponding

¹ Suballocation Schedule is a list of eligible county/jurisdictions Fiscal Year total suballocation and the federal and local program funding participation.

suballocation Section 5339 Balance Sheets produced by the Designated Recipient. Upon a completed transfer of suballocation funding, the Designated Recipient will provide an updated suballocation letter and balance sheet to each eligible recipient involved detailing the changes.

- (f) An eligible recipient may return their suballocated Section 5339 funds to the region (Atlanta UZA); these returned funds are termed “residual.” Residual funds are reallocated per the process below to ensure that Section 5339 apportionment funds remain in the Atlanta UZA.
- Any residual funds are subject to the following reallocation process:
 1. The Designated Recipient and the MPO, together, may elect to set-aside/reserve all or a portion of the residual funds for a specific regional purpose eligible under Section 5339 program guidelines. The terms of the set-aside are to be stated in a written agreement from the authorized representatives of the Designated Recipient and MPO and will outline the agency/entities responsible for the coordination and/or implementation of the projects.
 2. If the Designated Recipient and the MPO do not elect to set-aside/reserve residual funds, the Designated Recipient will then run an abbreviated distribution formula that includes the suballocation calculation based on service statistics as reported to NTD by operators. The NTD statistics utilized are those reported for the Federal fiscal year applicable to the Federal fiscal year of the residual funds.
 - When residual funds are returned by an operator, that operator will be excluded from the reallocation process for the residual funds.
- (g) In the event that some portion of the regional allocation does not get programmed in the POP in the year of allocation, those funds will be programmed during the next update or amendment of the POP.

Program of Projects (POP) Development

- (a) The development of the Section 5339 POP for the Atlanta Urbanized Area will be accomplished via the procedures set forth in this policy.
- (b) Pursuant to FTA's Circular 8100.1C and Circular 9030.1E, the Designated Recipient will provide the lead role in the development of the Program of Projects² (POP) .
- (c) The Designated Recipient will conduct public participation activities for the proposed POP, consistent with Circular 9030.1E, as part of an annual public participation process. Specific public participation activities and schedule will be dependent on the schedule for grant application activity during the upcoming Federal fiscal year provided by FTA Region IV.
- (d) The final POP will be made available to the public and will represent projects that are set to be executed in an FTA grant application.
- (e) If an eligible recipient has not submitted projects to be programmed in the POP by the POP submission deadline for suballocated funds in the last year of the federally allowed period of eligibility, the suballocated funds can be transferred to another eligible recipient or returned to the region and reallocated as part of the residual distribution policy set forth in this document. This will allow sufficient time for eligible recipients to submit a POP and grant application.
- (f) If an existing project(s) programmed in the POP with funding that is in the last year of the federally allowed period of availability is not submitted as part of a grant application within nine months of lapsing, the funds associated with that project will be either transferred or reallocated as part of the residual distribution policy set forth in this document.

² Program of Projects (POP) is a list of projects proposed by a Designated Recipient in cooperation with a metropolitan planning organization to be funded from the urbanized area's Section 5339 apportionment. The POP includes a brief description of the projects, including any sub-allocation among public transportation providers, total project costs, and federal share for each project.

POP Approval and Adoption Process

Overview:

- (a) Pursuant to FTA's Circular 8100.1C and Circular 9030.1E, the Designated Recipient will develop, review, and approve the proposed projects submitted by the eligible recipients in the Atlanta UZA. For eligible recipients within the ATL's 13-county jurisdiction, projects submitted to the (POP) will be reviewed to verify that they are in conformity with the ATL adopted Regional Transit Plan.
- (b) Annually, the FTA Region IV Office provides recipients with a schedule for grant application activity during the upcoming Federal fiscal year. The annual POP update schedule will be published by the Designated Recipient upon receipt of FTA Region IV's schedule for grant application activity during the upcoming Federal fiscal year.
- (c) Should FTA Region IV not announce a schedule for grant application activity for a given Federal fiscal year, the Designated Recipient will provide a schedule for the Annual POP Update Process to all recipients in the region that is fair and reasonable.

Annual POP Update Process:

- (d) In order to align the Atlanta Region's POP process with FTA Region IV's grant making processes, the Designated Recipient will annually publish a Program of POP update schedule upon receipt of FTA Region IV's schedule for grant application activity during the upcoming Federal fiscal year.
- (e) Following the POP submission deadline, the Designated Recipient will then review the POP submissions. For eligible recipients within the ATL's 13-county jurisdiction, projects that are determined to be out of conformity with the ATL adopted Regional Transit Plan will be returned to the requestor for further discussion/resolution prior to submittal and inclusion in the (POP).
- (f) Following the Designated Recipient's review, the POP will be published for public comment no more than 21 days after the POP submission deadline. Public comment will last for 30 days, follow the ATL's adopted Public Involvement/Participation Plan³, and include the following outreach elements:
 - a. Full advance notification of the proposed changes, via appropriate communication channels, to all agencies and the interested public concerning

³ The Atlanta-region Transit Link Authority's Public Involvement/Participation Plan is public posted online at: <https://atltransit.ga.gov/accessibility-and-civil-rights/>

affected projects. Those channels will include announcements in ATL's monthly newsletter, at ATL Transit Operator Working Group meetings, on ATL's website pages, and through other media as appropriate.

- b. Formal Notification of the annual POP update will be published in the Fulton County Daily Report. The ATL will also publish participation opportunities through newspaper publications serving the populations of its most prominent Limited English Proficiency audiences.
 - c. Notification of the proposed POP will include at a minimum: outline of project(s) and project activities, funding to be obligated in an FTA grant and corresponding local match source, Federal fiscal year obligation of suballocated funding.
 - d. A public hearing will be provided to allow for in-person public comment on the proposed POP.
 - e. All comments received on the proposed POP will be addressed with the project sponsor and other interested parties and reported to the public as well as the ATL board as to content and resolution.
- (g) At the end of the comment period, stakeholder agencies and other interested parties will take into consideration opposing views on a case by case basis.
- (h) Once the public comment period is completed, the Designated Recipient's designee will approve the POP, and transmit to the MPO for publication as an appendix to the Atlanta region's Transportation Improvement Program (TIP). The updated POP will be posted publicly for reference in the FTA grant application submission process.

POP Administrative Modifications Process:

- (a) The administrative modification schedule for the federal fiscal year will be published by the Designated Recipient upon receipt of FTA Region IV's schedule for application activity during the upcoming Federal fiscal year.
- (b) Any changes to projects included in the final POP that need to occur during the remainder of the federal fiscal year will be considered administrative modifications and will not require a formal comment process.

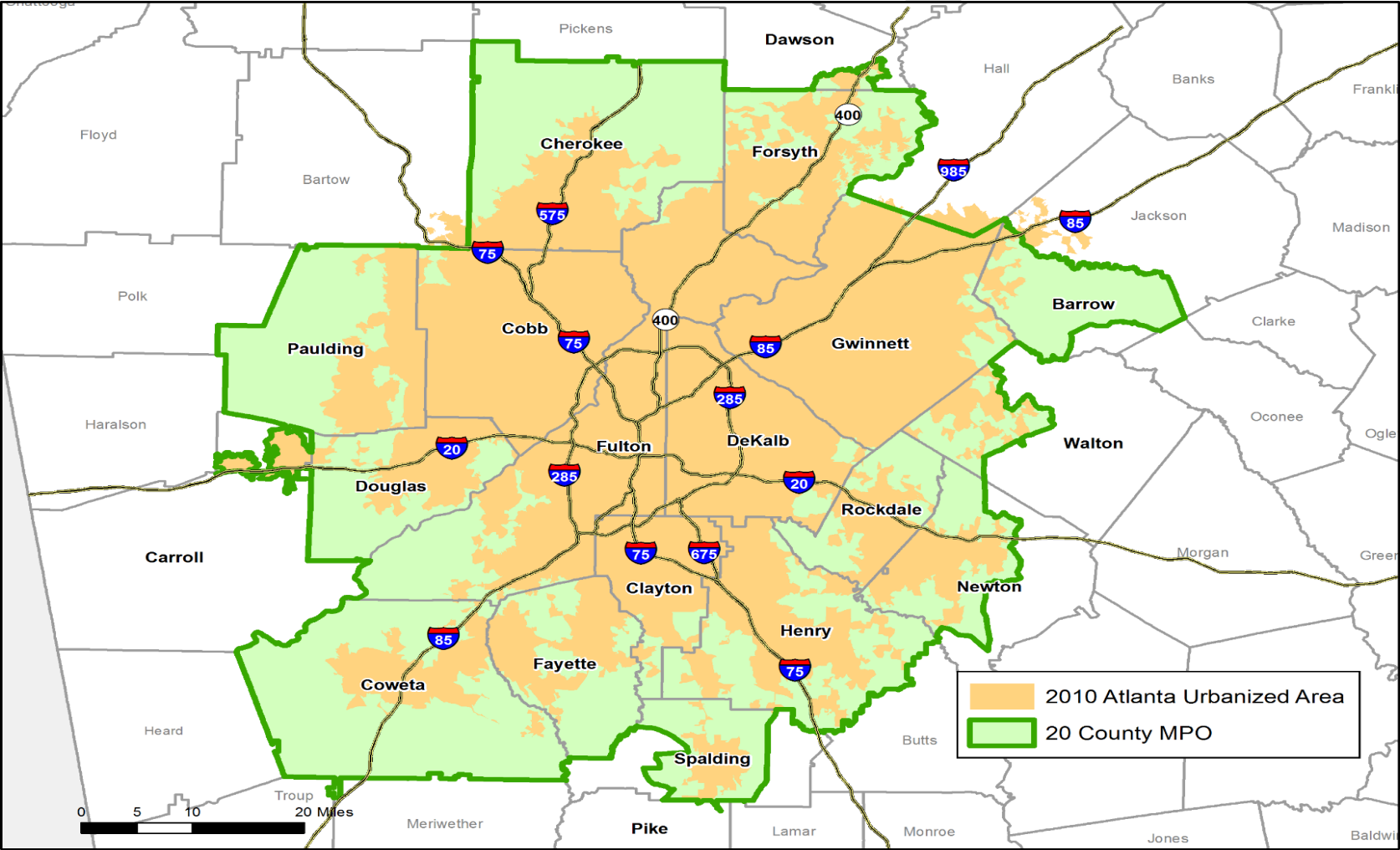
Types of changes included in an administrative modification will include:

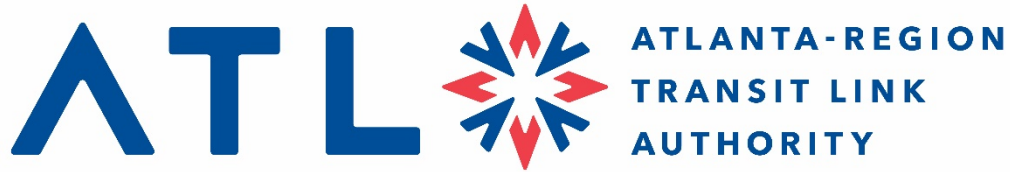
- Additions to funding for an existing project
- Addition of a new project activity to an existing project
- Changes to funding between existing projects or existing project activities

- Reduction of funding for an existing project activity
 - Addition of residual reallocation of funding to an existing project.
- (c) New projects that were not considered in the annual POP update will be considered for adoption in the POP if the public comment process is fully conducted by the operator or local jurisdiction submitting that project. Once those projects have completed the public comment process and are submitted to the Designated Recipient, the project(s) will be reviewed by the Designated Recipient for inclusion in the POP.
- (d) The public comment process for administrative modifications to the POP will include the following elements:
- A list of the proposed changes will be published to the Designated Recipient's website for 14 days.
 - Notification of the proposed POP will include at a minimum: outline of changes to project(s) and project activities, changes in funding to be obligated in an FTA grant, and changes to the corresponding local match source.
 - All comments received on the proposed administrative modifications to the Program of Projects will be addressed with the project sponsor and other interested parties.
- (e) Should a POP administrative modification generate significant negative comments after it has been processed, the Designated Recipient reserves the right to revoke the administrative modification status and require a full public comment process for the proposed changes to the POP.
- (i) At the end of the comment period stakeholder agencies and other interested parties will take into consideration opposing views on a case by case basis.

Once the public comment period is completed, the Designated Recipient's designee will approve the POP, and transmit to the MPO for publication as an appendix to the Atlanta region's Transportation Improvement Program (TIP). The updated POP will be posted publicly for reference in the FTA grant application submission process.

Figure 1: 2010 Atlanta Urbanized Area



A graphic element consisting of three overlapping, slanted rectangular shapes in shades of green, blue, and purple, positioned above the Cambridge Systematics text.

CAMBRIDGE
SYSTEMATICS

Think  Forward

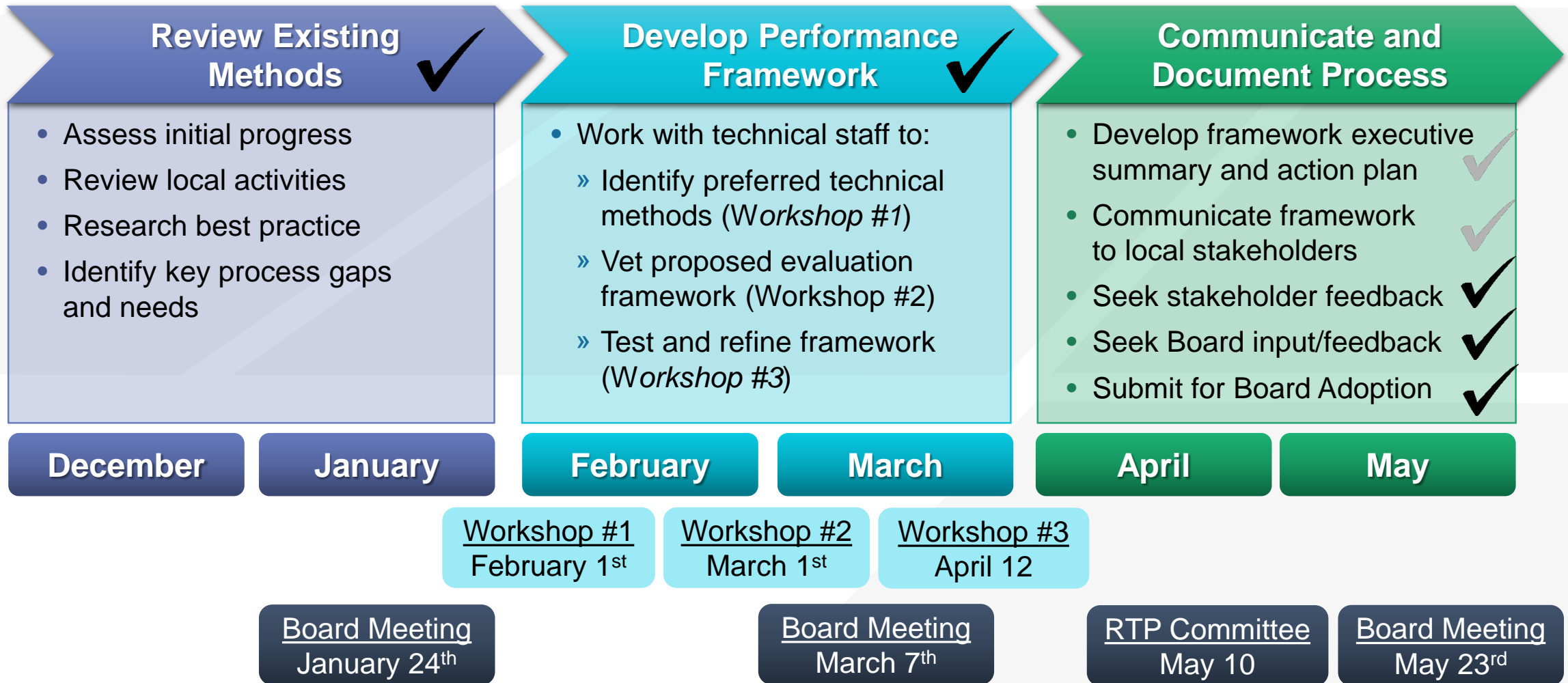
The ATL Regional Transit Plan Project Prioritization Framework

presented to
The ATL Board

presented by
Cambridge Systematics, Inc.

May 23, 2019

Developing the Prioritization Framework

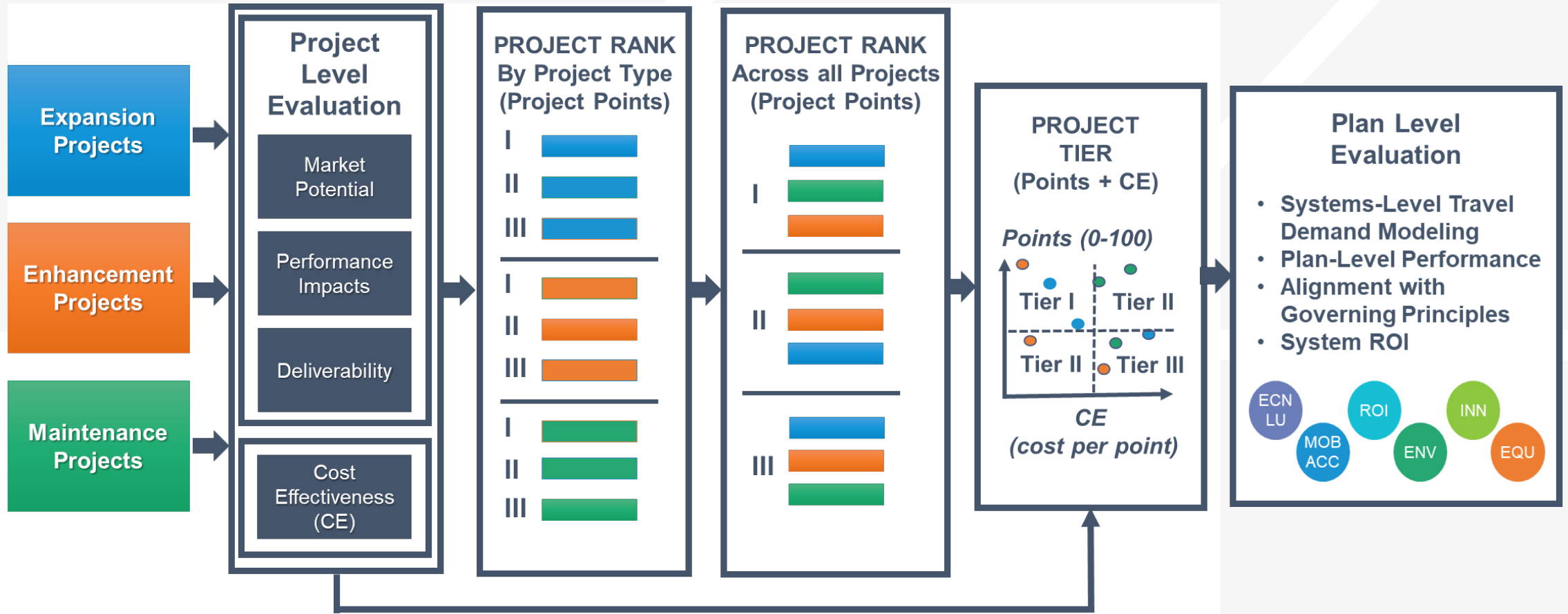


Operationalizing the Governing Principles for Project Prioritization

- Build process around: Market Potential, Performance, Deliverability
- Market, Performance, Deliverability considerations allow the ATL to:
 - Reflect best practice performance criteria that can be measured at project level
 - Integrate broader set of criteria to advance an actionable plan that the underlying market supports
- Intersection of Market, Performance, Deliverability supports most cost-effective projects and an investment portfolio with greatest potential return



Project Prioritization Framework



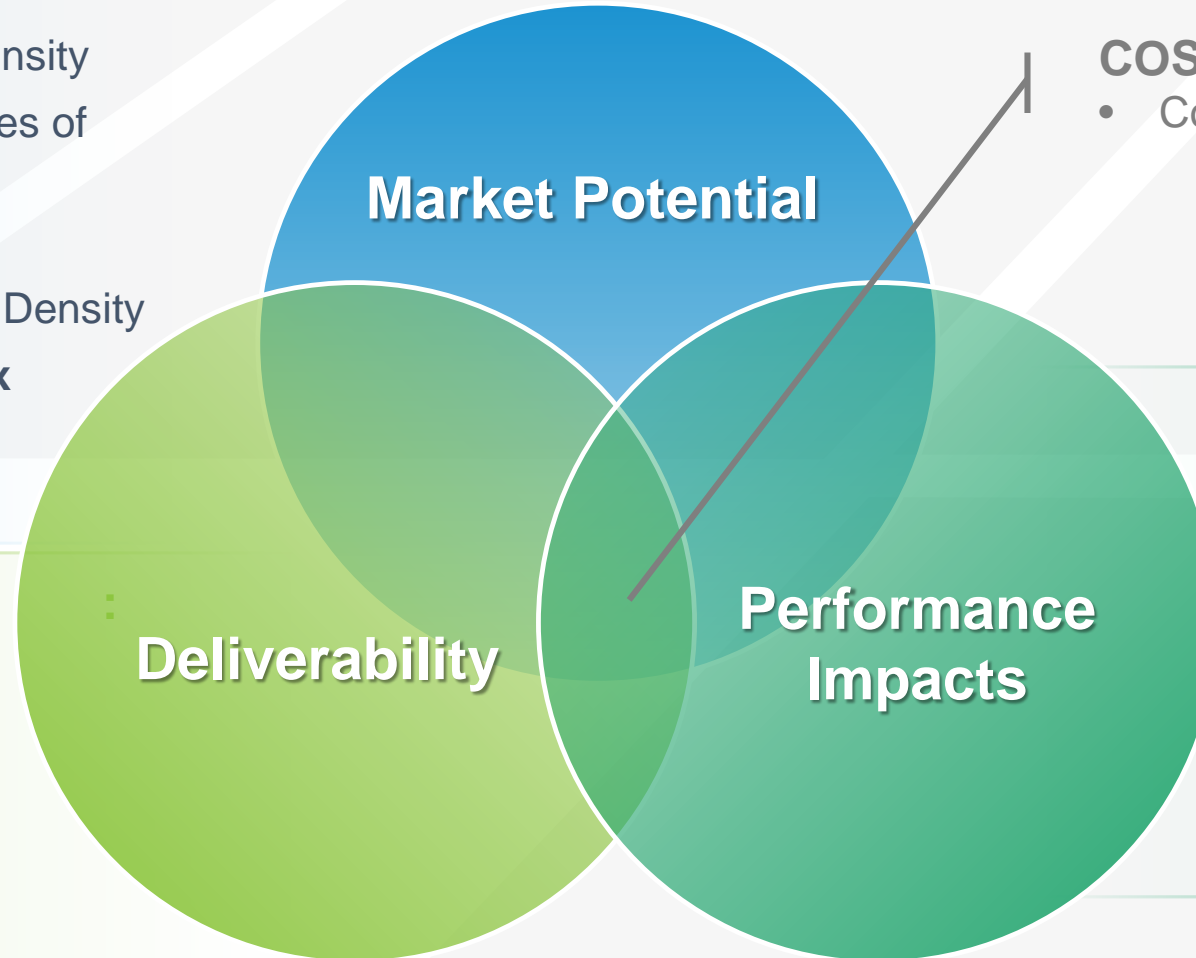
Performance Measures

MARKET POTENTIAL:

- Existing/Projected Population Density
- Existing Population – Communities of Interest
- Existing Employment Density
- Existing Low Wage Employment Density
- Existing/Planned Land Use Mix (+/- Community Impacts)
- (Re) Development Potential

DELIVERABILITY

- Financial Plan
- Documented Project Support
- Project Readiness – Schedule, Environmental Impacts
- Regional Integration



COST EFFECTIVENESS:

- Cost per Point

PERFORMANCE IMPACTS:

- Transit Trips
- Transit Reliability
- Increased Useful Life
- Elements to Improve Safety / Security / Environment

Weights

Performance Measure Category	Project-Level Performance Measures	Expansion	Enhancement	SGR
Market		42	27	15
	Existing, Projected Population Density	6	4	3
	Existing Population - Communities of Interest	8	6	6
	Existing Employment Density	5	3	2
	Existing Low Wage Employment Density	7	5	4
	Land Use Mix - Existing, Planned (+/- Community Impacts)	8	4	0
	(Re) Development Potential	8	5	0
Performance		30	50	70
	Transit Trips	10	10	15
	Transit Reliability	15	20	25
	Increased Useful Life	0	10	25
	Elements to Improve Safety/Security/Environment	5	10	5
Deliverability		28	23	15
	Financial Plan	15	10	10
	Documented Project Support	4	4	0
	Project Readiness - Schedule, Environmental Impacts	4	4	0
	Regional Integration / Connectivity	5	5	5
Cost-Effectiveness	Cost per Point	NA	NA	NA

Modifications Based on Board Input

➤ Projects to be Prioritized

- » Clarified that project prioritization framework is **applied to only projects seeking federal or state discretionary funds, including flex funds**

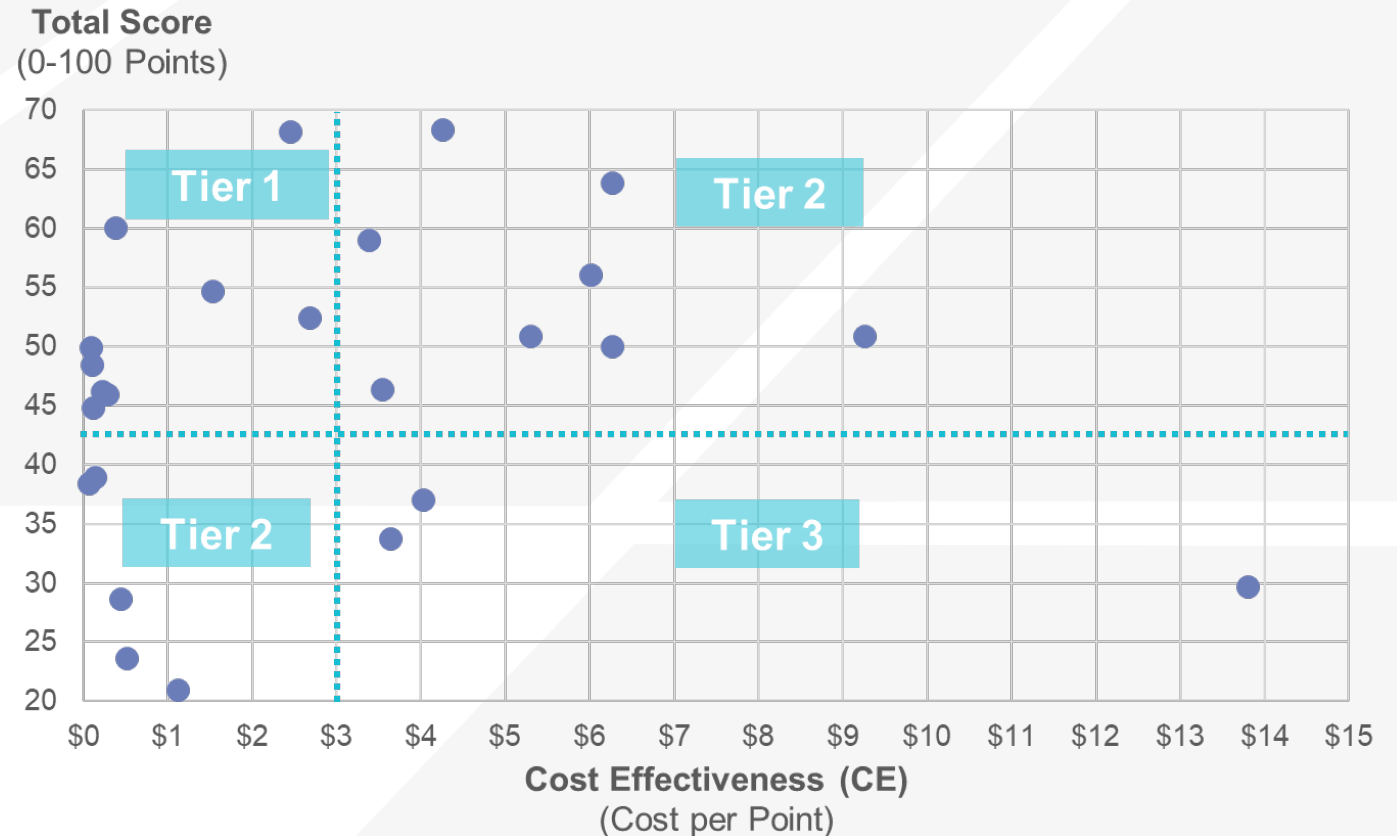
➤ Future Employment Projection as an Evaluation Measure

- » Modified project submission form to **add more options for project sponsors** to provide data related to future areas of targeted economic growth
- » Captures broader set of local strategies that better demonstrate projected future employment results from land use and economic development plans

Modifications Based on Board Input (cont.)

➤ Establishing Horizontal/Vertical Axes

- » The placement of horizontal and vertical axes, once established, should **remain fixed** as the plan is updated to ensure consistent benchmarking of transit priorities
- » If/when conditions warrant an adjustment, these would be recommended by ATL staff to the ATL Regional Planning Committee



Key Prioritization Outcomes

- Data to support alignment to Governing Principles
- Clear demonstration of investment priorities
- Targeted feedback to project sponsors
- Guidance for ATL regarding support for project applications or efforts to secure project funding at federal or state level

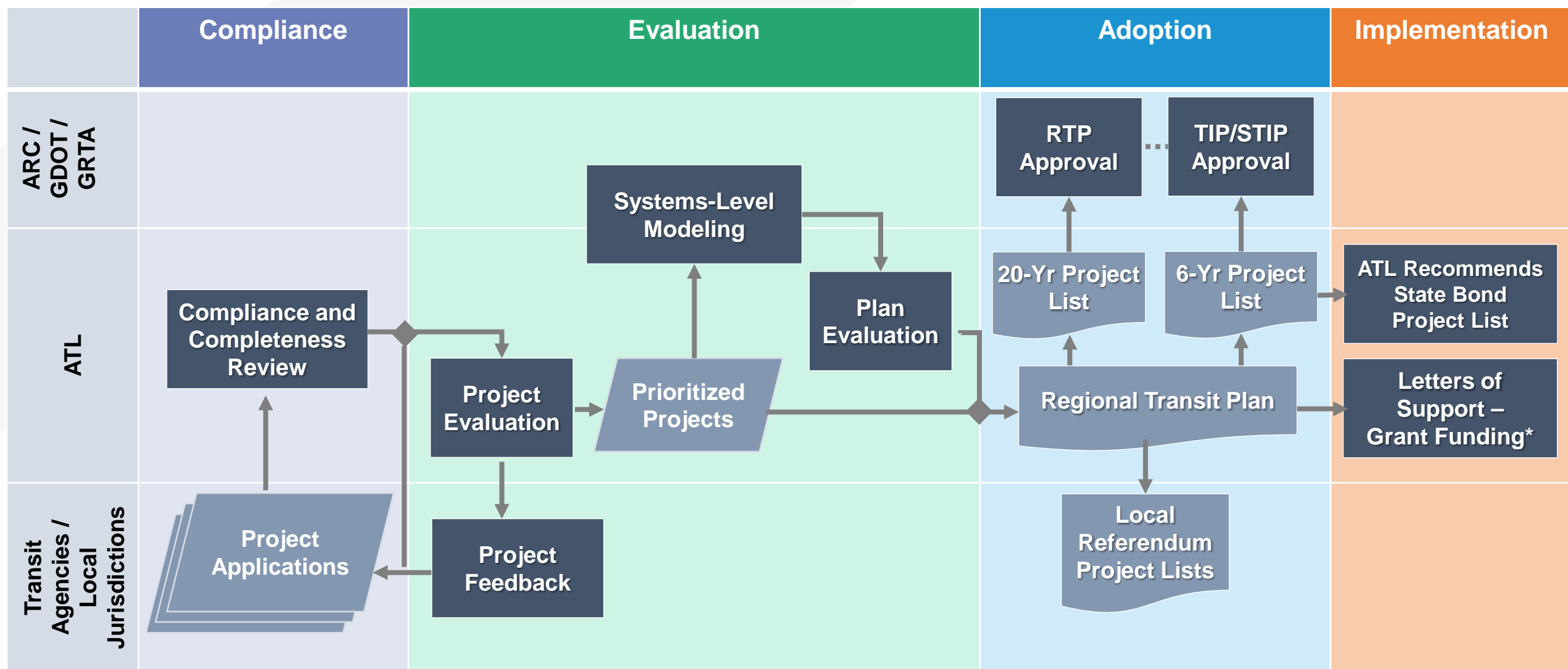
Recommended for Board Adoption

- Project Prioritization Framework and Accompanying Resolution

Project Submittal Guidance

Projects to Submit	Projects that MUST be Submitted	Projects that WILL be Prioritized	When in 2019
<ul style="list-style-type: none">• All transit projects in the region	<ul style="list-style-type: none">• Projects seeking federal or state discretionary transit funds, incl. flex funds• Projects to be included on local transit TSPLOST (per HB 930)• Locally funded projects of regional significance	<ul style="list-style-type: none">• Projects seeking federal or state discretionary transit funds, including flex funds	<ul style="list-style-type: none">• <i>June-July:</i> Project submittal• <i>Aug.-Sept.:</i> Project evaluation/plan development• <i>Oct.-Nov.:</i> Outreach• <i>December:</i> Adoption

Regional Transit Plan Process Flow



**Implementation phase and Letter of Support process/timing differs for CIG Projects*

Questions



**Resolution of the
Atlanta-region Transit Link Authority
Adopting the Regional Transit Project Prioritization Framework**

Resolution # _____

WHEREAS, pursuant to O.C.G.A. § 50-39-12, the Atlanta-region Transit Link Authority (the “ATL”), in consultation with the Atlanta Regional Commission, shall develop, annually review, and amend, as necessary, a regional transit plan (“Regional Transit Plan”);

WHEREAS, the Board would like to adopt a project prioritization process that will provide a methodology to evaluate, in an objective and transparent manner, proposed transit projects, seeking either Federal or State of Georgia discretionary funds for implementation, that will be included in the Regional Transit Plan; and

WHEREAS, the Board reviewed the project prioritization framework attached to this Resolution and deems it in the best interest of the ATL to adopt the project prioritization framework.

NOW, THEREFORE, BE IT RESOLVED that the Board adopts the Project Prioritization Framework attached to this Resolution for use in evaluating and prioritizing proposed transit projects, seeking either Federal or State of Georgia discretionary funds for implementation, that will be included in the Regional Transit Plan.

APPROVED this 23rd day of May 2019.

Atlanta-region Transit Link Authority

**Charlie Sutlive
Chairman**

Attest:

**Jamie Harris
Board Secretary**

Approved as to form:

**Merryl Mandus
General Counsel**

The ATL Regional Transit Plan Project Prioritization Framework

EFF. DATE: May 23, 2019

PURPOSE: To establish a framework for the creation and maintenance of the Atlanta-region Transit Link Authority's Regional Transit Plan and a process for establishing a regional prioritization process for transit investments to be funded in whole or in part with either federal or state discretionary transit funds within the ATL Region.

INTRODUCTION

The ATL will develop, annually review, and amend, as necessary, a Regional Transit Plan that lists and prioritizes transit projects within the region. The ATL envisions the Regional Transit Plan to eventually include all transit projects within the region, but at the very least it shall include: 1) all projects which intend to be funded in whole or in part with either state or federal discretionary transit funds, including flex funds; 2) all projects eligible for consideration to be included on any potential public referendum list of projects for funding through the HB930 Transit TSPLOST; and 3) all transit projects within the ATL's jurisdiction that meet the definition of a "regionally significant" project as contemplated by 23 U.S.C. Section 450.104, and 23 U.S.C. Section 450.326 regardless of the funding source for such projects.

Provided below is the approved process for prioritizing transit investments in the ATL Regional Transit Plan. ***The prioritization process impacts only those proposed transit investments which intend to be funded in whole or in part with either state or federal discretionary transit funds, including flex funds.*** The prioritization process will be used to inform stakeholder discussions around relative funding priorities for state and federal discretionary transit funding, in the context of planning for, and implementing, an integrated regional transit system.

The prioritization process was developed by the ATL in consultation with a Transit Prioritization Technical Working Group inclusive of counties/transit operators with existing and/or planned transit service within the 13-county ATL jurisdiction and state/regional transportation partners. This group vetted each key decision point impacting the development and design of the Project Prioritization Framework across three technical work sessions held on February 1, 2019; March 1, 2019; and April 12, 2019. The working group consisted of representation from the following:

- City of Atlanta
- Clayton County
- Cobb County
- DeKalb County
- Douglas County
- Fulton County
- Gwinnett County

- Henry County
- MARTA
- GDOT Office of Planning
- GDOT Intermodal Office
- Atlanta Regional Commission
- ATL Board Representation (x2 Board members)
- SRTA Office of Performance Innovation

The ATL Board was provided updates on the development of the transit project prioritization process at Board Meetings held on January 24, 2019, and March 7, 2019, and at a Board Planning Committee/Meeting of the Whole on May 10, 2019.

THE ATL REGIONAL TRANSIT PLAN

The ATL will develop, annually review, and amend, as necessary, a Regional Transit Plan that lists and prioritizes transit projects within the region. The ATL envisions the Regional Transit Plan to eventually include all transit projects within the region, but at the very least it shall include: 1) all projects which intend to be funded in whole or in part with either state or federal discretionary transit funds, including flex funds; 2) all projects eligible for consideration to be included on any potential public referendum list of projects for funding through the HB930 Transit TSPLOST; and 3) all transit projects within the ATL’s jurisdiction that meet the definition of a “regionally significant” project as contemplated by 23 U.S.C. Section 450.104, and 23 U.S.C. Section 450.326 regardless of the funding source for such projects.

The ATL Regional Transit Plan Project Prioritization Framework, reflecting feedback from the Board and the Technical Working Group, is defined below.

THE ATL REGIONAL TRANSIT PLAN PROJECT PRIORITIZATION FRAMEWORK

The ATL Regional Transit Plan Project Prioritization Framework guides the process to objectively and transparently evaluate and prioritize proposed transit projects which intend to be funded in whole or in part with either state or federal discretionary transit funds, including flex funds, for either capital, operations or maintenance. The Project Prioritization Framework addresses the following core objectives:

- Project evaluation based on standardized criteria and objective data;
- Support for existing Atlanta Regional Commission and Georgia Department of Transportation processes for transportation project programming;
- Reflects federal and state funding and grant requirements; and
- Reflects the ATL’s adopted Governing Principles.

This process will be administered by the ATL according to the specifications below, unless the ATL Board requests and approves an amendment to the ATL Regional Transit Plan Project Prioritization Framework.

The ATL Regional Transit Plan Project Prioritization Framework will reflect the following:

- **A Multi-Criteria Prioritization Model** inclusive of the following:
 - Project categorization across three types of core investments:
 1. **Expansion Projects** that introduce new transit infrastructure or systems, or transit services beyond what currently exists.
 2. **Enhancement Projects** that fundamentally alter existing transit infrastructure, systems, or services to improve them beyond their current purpose or capacity.
 3. **State of Good Repair (SGR) Projects** that replace or rehabilitate existing transit infrastructure or systems to maintain their current purpose and capacity.
 - A spectrum of prioritization criteria that reflect the underlying Market Potential, Anticipated Performance Impacts, and Deliverability considerations associated with each project;
 - A targeted set of performance measures that:
 1. Directly address the Market Potential, Anticipated Performance Impacts, and Deliverability considerations for each project; and
 2. Yield project-level data that will support the assessment of each project's contributions to the ATL Governing Principles;
 - A process for evaluating and scoring each performance measure on a 0-100 point scale based on the relative performance impact of each project compared to all other projects being evaluated and prioritized as part of the Regional Transit Plan;
 - Tailored weighting of each performance measure to reflect the unique need and intended purpose of proposed Expansion, Enhancement, and SGR projects; and
 - Calculation of a total project score on a 0-100 point scale, as summed across each weighted performance measure.

The Multi-Criteria Prioritization Model will enable a sorting and ranking of projects using the total project score within the Expansion, Enhancement, or SGR categories as well as a sorting and ranking across these three project categories.

- **A Four-Quadrant Matrix Model** inclusive of the following:
 - Calculation of project-level cost-effectiveness as total project cost per point; total project cost will be provided by the project sponsor through a standardized financial form and point values will be derived from the total project score produced through the Multi-Criteria Prioritization Model;
 - Creation of a scatterplot that displays the values for the entire set of prioritized projects across the two key variables calculated as part of the project prioritization process: (1) total project score, and (2) project-level cost-effectiveness;
 - Creation of a 2x2 matrix (four quadrants) within the scatterplot based on optimized delineation of total project score and project cost-effectiveness leveraging natural breaks

in the data distribution and/or relatively equivalent distribution of data points across the four quadrants. These horizontal and vertical midpoints should not be changed as the Regional Transit Plan is updated over time to ensure consistent benchmarking of transit priorities. Any future adjustments of the horizontal and vertical midpoints would be recommended by ATL staff and presented to the ATL Regional Planning Committee prior to implementation. It is anticipated that this would be infrequent and would only occur to reflect a fundamental shift in the conditions affecting the scoring of the portfolio of projects or the plan overall.

- Translation of the four quadrants into three Tiers as follows:

Tier 1. High Performance/Low Cost per Point

Tier 2. High Performance/High Cost per Point, Low Performance/Low Cost per Point

Tier 3. Low Performance/High Cost per Point

PROJECT PRIORITIZATION AS PART OF THE ATL REGIONAL TRANSIT PLAN

The ATL Regional Transit Plan Project Prioritization Framework will support the following key outcomes for the ATL Regional Transit Plan:

- Facilitate a range of data resulting from project-level evaluation that can be used to align each project with how well it advances the ATL Governing Principles;
- Clear demonstration to project sponsors, the ATL Board, transit and transportation planning partners, and the broader public on the ATL's relative priorities for state or federal discretionary transit funds;
- Targeted feedback to project sponsors on how individual investments can increase in priority, as needed, through improved market conditions, deliverability, and/or performance enhancements; and
- Guidance for ATL decisions regarding support and endorsement of project applications and other efforts to secure project funding on the federal or state level.

History

Original

May 23, 2019