



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

MEMORANDUM

TO: Board of Directors

FROM: Grace Gallucci, Executive Director

DATE: June 5, 2015

RE: Resolution 2015-042: Technical Assistance (TA) Policy

ACTION REQUESTED

The Board of Directors is asked to approve the Technical Assistance Policy, which provides staff assistance for the planning and implementation of transportation improvements that strengthen livability.

BACKGROUND/JUSTIFICATION FOR CURRENT ACTION

NOACA's Technical Assistance (TA) Program seeks to increase implementation opportunities and explore innovative approaches to provide local communities with a nexus between regional plans and policies, and project development. Through the TA Program NOACA provides staff assistance to communities and public agencies for the planning and implementation of transportation improvements that strengthen community livability. This policy establishes the standard procedures for the TA Program in determining project eligibility, selecting projects, and links the program to the vision and objectives of the Regional Strategic Plan. The TA Program provides local agencies with NOACA staff support and resources to complete transportation planning and assistance for the development of specific projects.

The TA program offers NOACA staff planning expertise on community-based multimodal transportation projects. The program improves the safety, efficiency, and preservation of the transportation system for all users, and improves the quality of life in the region. To ensure the continued success and offer greater transparency to local agencies that want to participate in the program, NOACA staff has developed a draft policy (attached) for consideration by the Committee.

The proposed TA policy continues NOACA staff support to local agencies for projects that facilitate and promote sustainable development, multimodal transportation, and complete and green streets. The proposed policy describes the program, eligibility, project selection, funding, and sponsor responsibilities.

TA projects will vary based on local agency needs, but may include:

- Multimodal; bicycle or pedestrian access, transit
- Traffic operation
- Safety Audit
- Speed zone analysis

- Traffic signal evaluations
- Signal warrant analysis
- Traffic calming
- Access management
- Parking assessment
- Public outreach and education assistance

TA projects will have a timeline to be completed in 3 months or less and will produce implementable recommendations within an attainable budget. Communities participating in the TA program will be encouraged to pursue innovative solutions.

TA projects will be solicited through an online request form that will be made available on NOACA's website. Local agencies will be able to submit a request at anytime. Project will be evaluated and selected each year as NOACA develops its annual budget and Overall Work Program (OWP). Proposed projects will be evaluated on study need, relationship to NOACA's vision and goals, ability for project to be completed in three months or less, and local sponsor's capacity to implement study recommendations.

The budget and staff resources for the TA Program will be determined annually with the development of the OWP. NOACA will reserve up to 25 percent of staff time and resources of the TA program to respond to requests that come up over the course of the fiscal year outside of the annual solicitation.

Local agencies that participate in the TA Program will not be required to provide any financial contribution or local match. Sponsors will be responsible for working with NOACA staff to develop a project scope, provide existing conditions data and other information needed for the project and lead any public involvement to accompany the project.

FINANCIAL IMPACT

There is no financial impact from this action.

CONCLUSION/NEXT STEPS

Pending Board of Directors' approval, the policy will be implemented as stated.

GG/ks/jn/2847b



Approved:

Policy Number: X-X/2015

Effective:

Responsible Division: Planning

Date:

DRAFT TECHNICAL ASSISTANCE (TA) PROGRAM POLICY

POLICY STATEMENT:

The Northeast Ohio Areawide Coordinating Agency's (NOACA) Technical Assistance (TA) Program seeks to increase implementation opportunities and explore innovative approaches to provide local communities with a nexus between regional plans and policies, and project development. Through the TA Program NOACA provides staff assistance to communities and public agencies for the planning and implementation of transportation improvements that strengthen community livability. This policy establishes the standard procedures for the TA Program in determining project eligibility, selecting projects, and links the program to the vision and objectives of the Regional Strategic Plan.

AUTHORITY:

Ohio Revised Code, Sections § 5501

United States Code, Title 23, Section §134

PURPOSE:

The TA Program provides local agencies with NOACA staff support and resources to complete transportation planning and assistance for the development of specific projects. To advance the vision and goals of NOACA's [Regional Strategic Plan](#) and [Long Range Transportation Plan](#), TA projects shall focus on the following objectives:

- Develop transportation projects that provide more travel options through complete streets and context sensitive solutions, increasing user safety and supporting positive public health impacts
- Promote reinvestment in underutilized or vacant/abandoned properties through development concepts supported by multimodal transportation systems
- Support economic development through place-based transportation and land use recommendations, and connect these proposals with existing assets and investments
- Ensure that the benefits and burdens of growth, change and transportation projects are distributed equitably by integrating accessibility and environmental justice into projects
- Enhance regional cohesion by supporting collaboration between regional and community partners
- Provide people with safe and reliable transportation choices that enhance their quality of life

PROGRAM DESCRIPTION:

The TA program offers NOACA staff planning expertise on community-based multimodal transportation projects. The program improves the safety, efficiency, and preservation of the transportation system for all users, and improves the quality of life in the region.

TA projects will vary based on local agency needs, but may include:

- Multimodal; bicycle or pedestrian access, transit
- Traffic operation
- Traffic signal evaluations
- Signal warrant analysis
- Traffic calming
- Safety Audit
- Speed zone analysis
- Access management
- Parking assessment
- Public outreach and education assistance

TA projects will have a timeline to be completed in 3 months or less and will produce implementable recommendations within an attainable budget. Communities participating in the TA program will be encouraged to pursue innovative solutions.

ELIGIBILITY:

- Eligible applicants include: political subdivisions, other state agencies, boards, commissions, regional transit authorities, county transit boards, and port authorities.
- Non-implementing governmental agencies and non-governmental organizations (i.e. Community Development Corporations [CDCs], non-profits, and advocacy organizations) must partner with the eligible governmental entity having jurisdiction over the proposed project to co-sponsor a TA request. Only eligible applicants can complete the TA application and assume responsibility for entering into an agreement with NOACA to carry out the project.

PROJECT SELECTION:

- An online request form will be made available on NOACA's website. Local agencies can submit a request at anytime.
- The TA project selection process will take place each year as NOACA develops its annual budget and Overall Work Program.
- NOACA staff will evaluate each TA request based on criteria that demonstrates project need, relationship to NOACA's vision and goals, ability for project to be completed in less than three months, and local sponsor's capacity to implement study recommendations.
- Up to 25 percent of NOACA staff time and resources will be reserved to respond to TA requests that arise over the course of the fiscal year outside of the annual solicitation.

FUNDING:

- The total budget and staff resources for the TA program will be determined annually with the development of the Overall Work Program.
- To effectively manage the program, the NOACA Executive Director may limit staff time available within a specific fiscal year.

SPONSOR RESPONSIBILITY:

- Work with NOACA to develop project scope once Technical Assistance is awarded.
- Providing NOACA with existing conditions data needed for project (mapping, traffic counts, existing plans, etc.), if NOACA does not already possess it.
- Participation from all departments within the local agency relevant to the project.
- Lead any public involvement to accompany the project.
- Project sponsors are not required to provide any financial contribution or local match to receive Technical Assistance.

DRAFT

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

WHEREAS, the Northeast Ohio Areawide Coordinating Agency (NOACA) is the Metropolitan Planning Organization (MPO) for the counties of Cuyahoga, Geauga, Lake, Lorain and Medina, and the areawide water quality management agency for the same region; and

WHEREAS, NOACA's Technical Assistance Program seeks to increase implementation opportunities and explore innovative approaches to provide local communities with a nexus between regional plans and policies, and project development; and

WHEREAS, through the Technical Assistance Program, NOACA provides staff assistance to communities and public agencies for the planning and implementation of transportation improvements that strengthen community livability; and

WHEREAS, the selection of Technical Assistance projects will be similar to previous TLCI rounds, and staff will evaluate each application based on previously established criteria that demonstrates project need, relationship to NOACA vision and goals, project organization, project administration and sponsor capacity, partnerships and cross-jurisdictional coordination; and

WHEREAS, projects will be solicited through an online request form that will be made available on NOACA's website. Local agencies will be able to submit a request at anytime. Projects will be evaluated and selected each year as NOACA develops its annual budget and Overall Work Program (OWP); and

WHEREAS, the budget and staff resources for the TA Program will be determined annually with the development of the OWP; and

WHEREAS, local agencies that participate in the TA Program will not be required to provide any financial contribution or local match. Sponsors will be responsible for working with NOACA staff to develop a project scope, provide existing conditions data and other information needed for the project and lead any public involvement to accompany the project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Northeast Ohio Areawide Coordinating Agency, consisting of 45 principal officials serving general purpose local governments throughout and within the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina that:

Section 1. The Executive Director is authorized to implement the Technical Assistance Policy.

Section 2. The Executive Director is authorized to transmit certified copies of this resolution to the appropriate federal, state, and local agencies.

Certified to be a true copy of a Resolution of the
Northeast Ohio Areawide Coordinating Agency Board
of Directors adopted this 12th day of June 2015.

Secretary: 

Date Signed: 

