



SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING

February 6, 2025 – 1:30 p.m.

[Microsoft Teams](#)

Call In: 1 (323) 553-1010

Phone Conference ID: 519 031 381#

AGENDA

1. Call to Order and Roll Call
2. [January 2, 2025 Technical Advisory Committee Meeting Minutes](#)
3. [February Regional Transportation Improvement Program Amendments](#) – *Grant Johnson*
4. [2025 Highway Safety Targets](#) – *Grant Johnson*
5. [Quarterly Obligation Report](#) – *Mark Hamilton*
6. [2025 Obligation Authority Plan](#) – *Mark Hamilton*
7. [2025 Regional Project Selection Evaluation Process](#) – *Mark Hamilton*
8. April 17, 2025 In-person Project Presentations by Project Sponsors – *Mark Hamilton*
9. March 6, 2025 In-person Technical Advisory Committee Meeting – *Mark Hamilton*
10. Roundtable and Open Topic Discussion
11. Next Meeting: March 6, 2025, 1:30 p.m.
12. Adjourned

Please contact [Mark Hamilton](#) at (360) 416-7876 if there are any other items that need to be brought up for discussion.

[Meeting Packet](#)

TECHNICAL ADVISORY COMMITTEE MEMBERSHIP AND VOTES

VOTING MEMBERS

Anacortes.....	1
Burlington	1
Mount Vernon	1
Sedro-Woolley	1
Skagit County	3
Skagit Transit.....	1
WSDOT.....	1
Ports	1
• Port of Anacortes	
• Port of Skagit	
Towns.....	1
• Concrete	
• Hamilton	
• La Conner	
• Lyman	
Tribes	1
• Samish Indian Nation	
• Swinomish Indian Tribal Community	

NON-VOTING MEMBERS

Skagit PUD

QUORUM REQUIREMENT

A quorum consists of half the total votes (5), with Skagit County consisting of one seat toward the quorum calculation. Formal recommendations to the Transportation Policy Board can only be made when a quorum is present.

Title VI Notice to the Public: The Skagit Council of Governments fully complies with Title VI of the federal Civil Rights Act of 1964 and related statutes, and does not discriminate on the basis of race, color or national origin. For more information, or to obtain a Title VI Complaint Form, visit SCOG’s website at <http://scog.net/about/nondiscrimination/>.

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SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

January 2, 2025

Microsoft Teams Remote Meeting

AGENCIES REPRESENTED

- City of Anacortes..... Sidney Neel
- City of Burlington Brian Dempsey
- City of Mount Vernon Frank Reinart
- City of Sedro-Woolley Kyle Anderson
- Samish Indian Nation..... Steve Lange
- Skagit County Tom Weller, Forrest Jones
- Skagit Transit..... Crystle Stidham, Rebekah Tuno
- Washington State Department of Transportation (WSDOT).....John Shambaugh, Erica Nolan,
Mehrdad Moini
- Skagit PUD.....Mark Semrau

STAFF PRESENT

- Skagit Council of Governments Kevin Murphy, Mark Hamilton, Grant Johnson,
Sarah Ruether

OTHERS PRESENT

One other person attended the meeting.

AGENDA

1. Call to Order: 1:32 p.m.

Roll Call: Roll was taken with a quorum present.

2. December 5, 2024 Technical Advisory Committee Meeting Minutes: Mr. Anderson moved to approve the December 5, 2024 Technical Advisory Committee (TAC) meeting minutes, and Mr. Weller seconded the motion. The motion carried unanimously.
3. January Regional Transportation Improvement Program Amendments: Mr. Johnson presented this agenda item. He stated that four amendments have been submitted for the month, with one amendment from Mount Vernon, one from Skagit Transit and two from WSDOT. He explained that the Mount Vernon amendment for the Blackburn Road Extension Planning project adds the planning phase of the project to the Regional Transportation Improvement Program (RTIP). The total estimated cost of the project is \$200,000 in local funds, and the project meets the criteria for being Regionally Significant. The Skagit Transit amendment adds the Design Build Services - operator

Restroom Skagit Station to the RTIP. This project was included in the 2024–2029 RTIP but was not moved onto the 2025–2030 RTIP. Because the project is not yet received federal authorization, it needs to be programmed back onto the RTIP. The total estimated cost is \$108,000 with \$86,400 in FTA 5339 funding and \$21,600 in local funds. The amendment for WSDOT’s Asphalt/Chip Seal Preservation Skagit Council of Governments SCOG project revises a project that is already programmed. The total cost is being increased to \$38,842,940, state funding sources are being modified, federal National Highway Performance Program funds are being added and project phases are being modified. The amendment for WSDOT’s Concrete Roadway Preservation Skagit Council of Governments (SCOG) project adds the project to the RTIP. Total estimated cost of the project is \$1,469,838 with \$1,189,399 in federal Surface Transportation Block Grant Program funding and \$28,457 in state funds.

Mr. Dempsey motioned to recommend approval of the January Regional Transportation Improvement Program Amendments as presented, and Mr. Shambaugh seconded the motion. The motion carried unanimously.

4. Public Involvement Plan for Skagit Regional Safety Action Plan: Mr. Johnson presented this agenda item. He stated that SCOG now has WSP USA, Inc. under contract for the Skagit Regional Safety Action Plan work, and that as part of the planning process a public involvement plan (PIP) has been created. WSP is also doing public outreach for the regional transportation plan update, so it is anticipated that public outreach for both planning efforts will be closely coordinated. He explained that the PIP will guide outreach for the planning process and includes principles and strategies that will be used to reach out to stakeholders. He then gave an overview of the PIP, noting that outreach is expected to begin soon, and that preliminary feedback on the draft PIP had already been given to the consultant by SCOG staff. Any changes made to the PIP after this meeting would be made clear to the Transportation Policy Board at their next meeting prior to adoption of the PIP.

Mr. Weller motioned to recommend approval of the Public Involvement Plan for Skagit Regional Safety Action Plan as presented, and Mr. Anderson seconded the motion. The motion carried unanimously.

5. 2025 Highway Safety Targets: Mr. Johnson presented the 2025 Highway Safety Targets agenda item for discussion. He explained that these targets come to the Transportation Policy Board (TPB) every year and are related to federal performance measures. He stated that the TPB has two courses of action to choose from for safety targets: (1) set quantifiable targets for the region; or (2) agree to plan and program projects to assist with meeting statewide targets for highway safety. The TPB has always opted to agree to plan and program projects when provided these two options. Mr. Johnson then gave an overview of the safety targets, and displayed data both statewide and for the Skagit region. He stated that next month the 2025 Highway Safety Targets would be coming back to the Technical Advisory Committee for a recommendation to the TPB.

Technical Advisory Committee members discussed the statewide and regional data, including trends in fatalities and serious injuries over time.

6. 2025 Obligation Authority Plan: Mr. Hamilton presented this agenda item. He explained that this is a plan that is put together every year and that it was adopted by the transportation Policy Board at their October 2024 meeting. He stated that it is almost time to start obligating projects, but that we are currently still waiting on the state to adopt the Statewide Transportation Improvement Program, which is expected within the next couple weeks. He explained that sponsors should have already

been preparing to obligate their projects quickly if they have projects on the 2025 Obligation Authority Plan. He explained that project sponsors have until March 1 to obligate their projects, but an extension until the end of the calendar year will automatically be granted if requested by the February deadline in accord with adopted procedures. He then went over the list of projects in the plan and gave an overview of the extension and appeal processes. As with past years, Mr. Hamilton noted the SCOG Admin 2022–2025 project is on a different obligation timeline and is not eligible for an extension.

- 7. Initial Schedule for the 2025 Project Selection: Mr. Hamilton presented this agenda item. He explained that every two years SCOG conducts a project-selection process for federal funds available to SCOG for this purpose, and that the process this year is being moved forward by one month with work finishing up in June. He then went over the proposed schedule with the TAC.
- 8. Technical Advisory Committee Email List: Mr. Hamilton presented this agenda item. He stated that he will be going through the TAC email list over the next few weeks to make sure that the proper staff are getting communications from SCOG. He will be reaching out to member jurisdictions soon requesting updates as to who should be included or removed.
- 9. Roundtable and Open Topic Discussion: Technical Advisory Committee members provided project updates for their jurisdictions.
- 10. Next Meeting: February 6, 2025, 1:30 p.m.
- 11. Adjourned: 2:41 p.m.

Attest:

Date: _____

Mark Hamilton, Senior Transportation Planner
Skagit Council of Governments

ACTION ITEM X.X. – FEBRUARY REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	02/06/2025	Review and Recommendation	Grant Johnson	(360) 416-6678
Transportation Policy Board	02/18/2025	Action	Grant Johnson	(360) 416-6678

RECOMMENDED ACTION

Skagit Council of Governments (SCOG) staff and Technical Advisory Committee recommend approval of the following Regional Transportation Improvement Program amendments:

- Anacortes
 - South Commercial Avenue Complete Streets: this amendment adds the project to the RTIP. This amendment adds the construction phase of the project to the RTIP. The total estimated cost of the project is \$2,700,000, all of which are local transportation benefit district funds. This project meets the criteria for being considered Regionally Significant, and the city plans to seek regional funding for the project.
- Skagit County
 - Guemes Island Ferry Operating Cost: this amendment adds this project to the RTIP. This project will supplement salary & wages, benefits and fuel costs. The project includes \$818,282 in secured federal funds that are a combination of leftover 2010/2012 Ferry Boat Discretionary Funds and 2022 Ferry Boat Program funds, with a local match of \$865, 618. Total cost for the project is \$1,683,900.

FISCAL CONSTRAINT

The Regional Transportation Improvement Program is fiscally constrained in the 2025–2028 program years.

PUBLIC PARTICIPATION

A public comment period began on January 31 and ended on February 7.

ADMINISTRATIVE MODIFICATIONS

Administrative modifications to the Regional Transportation Improvement Program do not require Transportation Policy Board approval, and are submitted to the Washington State Department of Transportation along with any amendments for the month. Administrative modifications are provided below for informational purposes only.

- Sedro-Woolley
 - Jones/John Liner RR Undercrossing & Roadway Extension Phase 2: this administrative modification revises a project already programmed in the RTIP. The funding source for the PE phase has been revised from STBG and Local funding to Transportation Improvement Board (TIB) funds as the project was selected by TIB for full funding as part of their 2024 call for projects. PE for the project is now \$989,000 in TIB funding.

DRAFT

Agency Anacortes

Project Title South Commercial Avenue Complete Streets

Description Rechannalization of the corridor to calm traffic by narrowing travel lanes and creating bike lanes. Replace non-compliant ADA ramps and install new ADA ramps where they don't currently exist. Overlay entire width and length of project area.

Road Name Commercial Avenue SR20 Spur

Begin Termini 14th Street

End Termini 34th Street

Total Project Length 1.13

Improvement Type Facilities for Pedestrians and Bicycles

Functional Class Urban Principal Arterial

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$2,700,000



Regionally Significant **Right-of-Way Required**

STIP ID WA-09328

WSDOT PIN

Federal Aid Number

SCOG ID

Agency ID

Hearing Date 7/1/2024

Adoption Date 7/8/2024

Resolution Number 4082

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
CN	2025		\$0		\$0	\$2,700,000	\$2,700,000	
Total			\$0		\$0	\$2,700,000	\$2,700,000	

Agency Skagit Co.

Project Title Guemes Island Ferry Operating Cost

Description Capture Operational Ferry Cost:
 - Salary & Wages
 - Benefits
 - Fueling Cost
 Ferry Boat Program Funding will be used to supplement Salary & Wages, Personal Benefits, and Fuel Costs:
 - 2010/2012 Ferry Boat Discretionary Funding leftover \$151,718.46 and \$61,599.41 with a combined Match of \$53,329 Total = \$266,647
 - 2022 FBP Funding 604,964 Match \$151,241 Total = \$756,205
 TOTAL FUNDING FBP FUNDING WITH MATCH = \$1,022,852
 Total 2nd Quarter-4th quarter estimated costs for Salary Wages & Benefits = \$1,478,512
 Total estimated yearly costs for fuel = \$205,387
 TOTAL = \$1,683,900



Road Name

Begin Termini N/A

End Termini N/A

Total Project Length 0.00

Improvement Type Ferry Boats

Functional Class No Functional Classification

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$1,683,900

Regionally Significant **Right-of-Way Required**

STIP ID WA-16368

WSDOT PIN

Federal Aid Number

SCOG ID

Agency ID

Hearing Date 11/25/2024

Adoption Date 12/9/2024

Resolution Number R20240257

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
ALL	2025	FBP	\$818,282		\$0	\$865,618	\$1,683,900	
Total			\$818,282		\$0	\$865,618	\$1,683,900	

Agency	Sedro Woolley
Project Title	Jones/John Liner RR Undercrossing & Roadway Extension Phase 2
Description	Construct new BNSF RR undercrossing from East Jones Road to John Liner Road, including drainage, curbs, sidewalks, shared use path, HMA, pavement markings and illumination. Project selected by Transportation Improvement Board to fully fund design, right of way and construction phases in 2024 call for projects.
Road Name	John Liner Road
Begin Termini	Sapp Road
End Termini	Reed Street
Total Project Length	0.19
Improvement Type	New Construction Roadway
Functional Class	Minor Arterial
Environmental Type	Categorical Exclusion
Priority Number	6
Amendment Number	
Amendment Date	
Total Project Cost	\$12,721,000



Regionally Significant **Right-of-Way Required**

STIP ID	SW06
WSDOT PIN	
Federal Aid Number	
SCOG ID	
Agency ID	
Hearing Date	6/12/2024
Adoption Date	6/26/2024
Resolution Number	1146-24

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
PE	2028			TIB	\$989,000			10/16/2024
Total					\$989,000			

Financial Feasibility Table

Funding Program	Carryover	2025			2026			2027			2028			4-Year Allocation	4-Year Programmed	4-Year Difference
		Estimated Allocation	Available	Programmed	Estimated Allocation	Available	Programmed	Estimated Allocation	Available	Programmed	Estimated Allocation	Available	Programmed			
Regionally Managed Federal Funds	\$1,018	\$2,472	\$3,490	\$2,764	\$2,472	\$3,198	\$1,012	\$2,472	\$4,658	\$2,172	\$2,472	\$4,958	\$1,577	\$10,906	\$7,525	\$3,381
CRP	\$806	\$278	\$1,085	\$334	\$278	\$1,029	\$0	\$278	\$1,307	\$0	\$278	\$1,586	\$0	\$1,920	\$334	\$1,586
STBG	\$0	\$1,949	\$1,949	\$2,336	\$1,949	\$1,562	\$632	\$1,949	\$2,876	\$2,155	\$1,949	\$2,672	\$1,352	\$7,796	\$6,476	\$1,319
TA	\$212	\$245	\$457	\$94	\$245	\$607	\$380	\$245	\$472	\$17	\$245	\$700	\$224	\$1,191	\$715	\$476
Other Federal Funds & State Funds	\$0	\$99,113	\$99,113	\$99,113	\$37,783	\$37,783	\$37,783	\$26,870	\$26,870	\$26,870	\$15,225	\$15,225	\$15,225	\$178,991	\$178,991	\$0
5307	\$0	\$2,011	\$2,011	\$2,011	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$12,511	\$12,511	\$0
5339	\$0	\$86	\$86	\$86	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$86	\$86	\$0
BR	\$0	\$16,364	\$16,364	\$16,364	\$4,612	\$4,612	\$4,612	\$0	\$0	\$0	\$0	\$0	\$0	\$20,976	\$20,976	\$0
DEMO	\$0	\$1,740	\$1,740	\$1,740	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,740	\$1,740	\$0
Discretionary	\$0	\$12,500	\$12,500	\$12,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,500	\$12,500	\$0
FBP	\$0	\$818	\$818	\$818	\$621	\$621	\$621	\$0	\$0	\$0	\$0	\$0	\$0	\$1,439	\$1,439	\$0
FTA Discretionary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500	\$2,500	\$2,500	\$0	\$0	\$0	\$2,500	\$2,500	\$0
HIP(S)	\$0	\$0	\$0	\$0	\$6,158	\$6,158	\$6,158	\$0	\$0	\$0	\$0	\$0	\$0	\$6,158	\$6,158	\$0
HSIP	\$0	\$9,441	\$9,441	\$9,441	\$3,429	\$3,429	\$3,429	\$785	\$785	\$785	\$0	\$0	\$0	\$13,655	\$13,655	\$0
NHFP	\$0	\$389	\$389	\$389	\$4,506	\$4,506	\$4,506	\$0	\$0	\$0	\$0	\$0	\$0	\$4,895	\$4,895	\$0
NHPP	\$0	\$10,321	\$10,321	\$10,321	\$9,756	\$9,756	\$9,756	\$9,197	\$9,197	\$9,197	\$9,197	\$9,197	\$9,197	\$38,472	\$38,472	\$0
STBG(S)	\$0	\$3,377	\$3,377	\$3,377	\$2,106	\$2,106	\$2,106	\$0	\$0	\$0	\$579	\$579	\$579	\$6,062	\$6,062	\$0
TIFIA	\$0	\$26,826	\$26,826	\$26,826	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,826	\$26,826	\$0
TTP	\$0	\$1,155	\$1,155	\$1,155	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,155	\$1,155	\$0
CRAB	\$0	\$0	\$0	\$0	\$1,378	\$1,378	\$1,378	\$3,841	\$3,841	\$3,841	\$0	\$0	\$0	\$5,219	\$5,219	\$0
CSRF	\$0	\$7,398	\$7,398	\$7,398	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,398	\$7,398	\$0
MAW	\$0	\$728	\$728	\$728	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$728	\$728	\$0
MVA	\$0	\$5,632	\$5,632	\$5,632	\$1,718	\$1,718	\$1,718	\$3,688	\$3,688	\$3,688	\$959	\$959	\$959	\$11,997	\$11,997	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,964	\$2,964	\$2,964	\$0	\$0	\$0	\$2,964	\$2,964	\$0
TIB	\$0	\$326	\$326	\$326	\$0	\$0	\$0	\$395	\$395	\$395	\$989	\$989	\$989	\$1,710	\$1,710	\$0
Matching Funds	\$0	\$16,641	\$16,641	\$16,641	\$5,804	\$5,804	\$5,804	\$6,853	\$6,853	\$6,853	\$3,746	\$3,746	\$3,746	\$33,044	\$33,044	\$0
Local	\$0	\$16,641	\$16,641	\$16,641	\$5,804	\$5,804	\$5,804	\$6,853	\$6,853	\$6,853	\$3,746	\$3,746	\$3,746	\$33,044	\$33,044	\$0
Total	\$1,018	\$118,225	\$119,244	\$118,518	\$46,060	\$46,785	\$44,599	\$36,195	\$38,381	\$35,895	\$21,443	\$23,928	\$20,548	\$222,941	\$219,560	\$3,381

ACTION ITEM X.X. – 2025 REGIONAL HIGHWAY SAFETY PERFORMANCE TARGETS

Document History

Meeting	Date	Type of Item	Staff Contact	Phone
Technical Advisory Committee	01/02/2025	Discussion	Grant Johnson	(360) 416-6678
Transportation Policy Board	01/15/2025	Discussion	Grant Johnson	(360) 416-6678
Technical Advisory Committee	02/06/2025	Recommendation	Grant Johnson	(360) 416-6678
Transportation Policy Board	02/19/2025	Action	Grant Johnson	(360) 416-6678

RECOMMENDED ACTION

Skagit Council of Governments (SCOG) staff and Technical Advisory Committee recommend approving Resolution 2025-XX – agreeing to plan and program projects in the Skagit region so that they contribute toward the accomplishment of Washington State Department of Transportation (WSDOT) statewide safety performance targets.

DISCUSSION

Since 2018, the Skagit Council of Governments has agreed to plan and program projects in the Skagit region so that they contribute toward the accomplishment of WSDOT statewide safety performance targets. SCOG must set regional safety performance targets for each calendar year.

SCOG is continuing the process of setting performance targets for the region’s transportation system. Metropolitan planning organizations (MPOs), such as SCOG, have been implementing a performance-based approach to transportation decision-making over the past few years that was introduced through the 2012 Moving Ahead for Progress in the 21st Century federal transportation law. Many of the final rules implementing the new framework went into effect in 2016 with related responsibilities starting for MPOs in 2017.

An updated [folio](#) from WSDOT describes the process for establishing safety performance targets across Washington state and includes statewide targets for 2025. SCOG, along with all other MPOs in Washington, are continuing the annual process of setting regional performance targets for safety.

MPOs across the U.S. are given a choice through applicable federal regulations when setting regional safety targets. The choice is either to:

1. Agree to plan and program projects so that they contribute toward the accomplishment of the WSDOT safety target for that performance measure; or
2. Commit to quantifiable targets for performance measures in SCOG’s metropolitan planning area (Skagit region).

The five regional safety performance measures are in the following table.

Number	Name	Description
1	Fatalities	Five-year (2019–2023) rolling average of fatalities on all roadways in Skagit region
2	Fatality Rate	Five-year (2019–2023) rolling average of fatalities per 100 million vehicle miles traveled in Skagit region
3	Serious Injuries	Five-year (2019–2023) rolling average of serious injuries on all roadways in Skagit region
4	Serious Injury Rate	Five-year (2019–2023) rolling average of serious injuries per 100 million vehicle miles traveled in Skagit region
5	Non-motorist Fatalities and Serious Injuries	Five-year (2019–2023) rolling average of non-motorist fatalities and serious injuries on all roadways in Skagit region

Note: data sources used in calculating statewide safety performance targets come from the Washington State Traffic Safety Commission – Fatality Analysis Reporting System, WSDOT Highway Performance Monitoring System and Crash Database.

Regional performance targets for these safety measures must be set by February 27, 2025 for calendar year 2025. SCOG needs to set safety performance targets for each calendar year by February 27 of that year. There is no penalty to SCOG for missing any safety performance target and no reward for attaining a target.

SCOG staff received updated safety data from WSDOT in November 2024. From safety data received, [charts](#) have been produced showing statewide safety data and targets set by WSDOT, and data for the Skagit region.

The Federal Highway Administration makes statewide safety performance targets available through their website. A clickable map at the bottom of [FHWA’s safety performance management webpage](#) shows Washington’s statewide safety targets, and targets for all the other states.

Transportation Performance Management & Highway Safety

WSDOT submits TPM Safety performance targets to FHWA

The U.S. Department of Transportation has issued two interrelated final rules governing traffic safety and safety-oriented performance management which became effective on April 14, 2016. These two rules are referred to in this folio as

- Rule #1 - Safety Performance Measures rule; (23 CFR §490)
- Rule #2 - Highway Safety Improvement Program (HSIP) rule; (23 CFR §924)

Both final rules relate to highway safety, the primary objective being to significantly reduce fatal and serious-injury crashes on all public roads. The Safety Performance Measures rule (Rule #1) also includes the goal of reducing traffic fatalities of and serious injuries to people using non-motorized transportation modes, namely bicyclists and pedestrians.

Safety Performance Reporting

Rule #1 specifies the performance management measures for safety, and defines the target setting process for State DOTs and Metropolitan Planning Organizations (MPOs). Per Rule #2, State DOTs will establish and report their safety

targets and progress toward these targets in an annual Highway Safety Improvement Program (HSIP) report.

In general, MPOs establish targets by either agreeing to plan and program projects so that they contribute toward the accomplishment of the State DOT HSIP target, or by committing to a quantifiable target for their Metropolitan Planning Area. MPOs will report annually to their State DOT in a manner agreed upon and documented by both parties. MPOs would report safety performance in the Metropolitan Transportation Plan, as provided in U.S. Code 23 Section 134(i)(2)(C).

In Washington state, the MPOs and WSDOT worked together to jointly develop a collaborative approach in support of data, process, and target-setting decision making. This Target Setting Framework Group has agreed WSDOT will take the lead in establishing safety targets, which MPOs will support. Page 3 highlights the official statewide safety targets for 2024, a description of the target setting approach for the five required safety performance measures in Washington state, and how this approach to target setting relates to the stipulations of TPM rulemaking.

Summary of required performance measures

Rule #1 requires all State DOTs to report targets and performance with respect to the following safety performance measures:

No. 1 - Number of fatalities on all public roads (due June 30)

No. 2 - Number of fatalities per 100 million vehicle miles traveled (VMT) on all public roads (due June 30)

No. 3 - Number of serious injuries on all public roads (due June 30)

No. 4 - Number of serious injuries per 100 million VMT on all public roads (due August 31)

No. 5 - Number of non-motorist (e.g. bicyclists and pedestrians) fatalities and serious injuries on all public roads (due August 31)

- Optional targets: States have the option to set additional targets for the performance measures for any number and combination of urbanized area boundaries, as well as for a single non-urbanized area. If optional targets are set, they will not be assessed when determining significant progress, and states will not incur penalties if they fail to show progress.
- Overlapping measures/targets in the Highway Safety Plan:
- Targets for Measures No. 1-3 must also be reported to the National Highway Traffic Safety Administration by July 1 of each year. They must be numerically identical targets to those reported for TPM compliance on August 31 as part of the HSIP. See the Timelines section inside for details.
- TPM Special Rules: Numeric targets are not required, but states must report performance in these two categories, and show improvement compared to baseline.
- Fatality rate on High Risk Rural Roads (due Aug. 31)
- Number of fatalities and serious injuries of drivers and pedestrians age 65 and older on all public roads (due August 31)

WSDOT’s target adoption

For the 2025 annual target setting process, WSDOT and its partners have once again adopted the Target Zero target setting approach for TPM where targets are set to achieve zero fatal and serious crashes by 2030 (see table below).

TPM Safety Target Setting

Five-year rolling averages; number of persons, or number of persons per 100 million VMT

	<u>2023 Baseline</u>	<u>2025 Official Targets</u>
		Statewide TPM Target (Target Zero)
No. 1 - Fatalities	667.8	477.0
No. 2 - Fatality rate	1.145	0.818
No. 3 - Serious injuries	2,823.6	2,016.9
No. 4 - Serious injury rate	4.814	3.458
No. 5 - Non-motorist fatalities & serious injuries	657.0	469.3

Data sources: Washington State Traffic Safety Commission - Fatality Analysis Reporting System; Washington State Department of Transportation - Transportation Data, GIS & Modeling Office.

FHWA’s “Significant Progress” measurement

At the end of each reporting period, FHWA will determine whether a state has made overall “significant progress” toward achieving its safety targets. The penalties listed on the back page of this folio will apply to the State DOT if FHWA deems it has not made that progress.

To make significant progress overall, a state must achieve at least four out of the five targets above. For each measure, there are two ways this can be done. For example, the value of the 5-year rolling average from 2019 to 2023 had to be:

- At or below the target set in 2022 for the 2023 year, OR
- At or below the baseline level. The FHWA included this provision to avoid punishing aspirational target setting.

If either of these conditions is met, the state has made significant progress for that individual measure. It must do so in any four of the five measures to have made significant progress overall and avoid the penalty provisions.

WSDOT uses Target Zero to reduce traffic fatalities and serious injuries

Per TPM, states are required to develop a Strategic Highway Safety Plan (SHSP). Washington state’s plan is called Target Zero, which is used as the foundation for the target setting process (<http://www.targetzero.com>).

WSDOT crashes decreased overall from 2004 to 2013 in all areas with the exception of crashes involving those who bike and walk, since then fatal and serious crashes have generally increased due to traffic and economic growth in the state. Because of this, WSDOT is not likely to achieve significant progress toward these targets. WSDOT and its partners concur that Target Zero should be consistently used to move Washington forward with fatality and serious injury reductions. WSDOT will continue to monitor investment levels, changes in total crashes and injuries, and select crash countermeasures that it believes will provide a high return on investment.

The general process for generating trend and target information as prescribed by Rule #1 proceeds as follows:

- Calculate the annual number of fatalities, serious injuries, and Vehicle Miles Traveled (VMT).
- A 5-year rolling average is calculated for each performance measure. For example, in the graph for Measure No. 1, data from 2019-2023 creates the value of the rolling average in 2023—667.8 fatalities.
- The rolling 5-year average value for 2025 is set as the baseline performance (annual average of 2019 through 2023).

States are then free to develop targets using methods determined by the state. In Target Zero and Washington state’s particular approach to target setting, the method to establish targets continues:

- A straight line will be drawn from the baseline value to a zero value in 2030. (The line is redrawn with each new year of data.)
- The value of the Target Zero trendline for fatalities in 2025 (in this case 477.0) becomes the target for the performance measure in 2025 as shown on the following page.

WSDOT employs multifaceted approach to improve traveler safety

WSDOT is working to reduce fatal and serious crashes by using:

Roundabout first policy - WSDOT is updating its design guidance so roundabouts are the primary consideration when implementing intersection improvements.

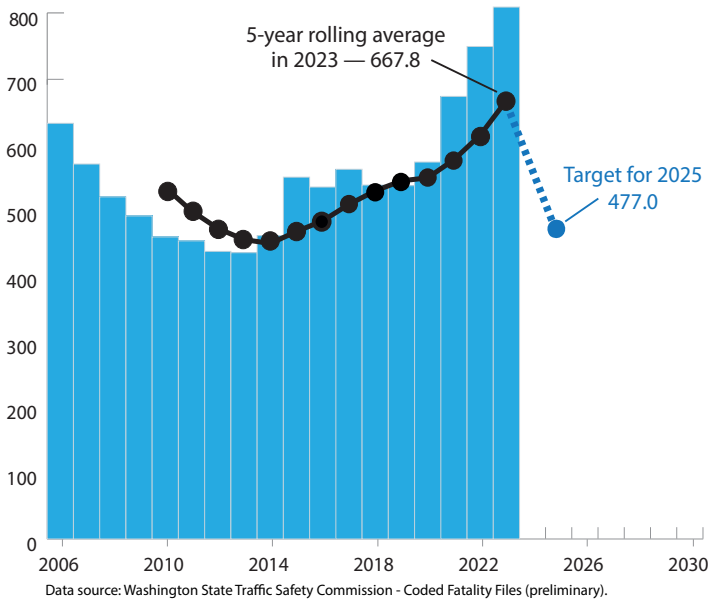
Speed management/injury minimization - WSDOT is also updating its design guidance to promote self-enforcing roads and reduce travel speeds.

Crash reduction program - WSDOT uses statistical analysis to identify project locations that have the highest potential to reduce fatal and serious crashes with investment of project funds. WSDOT programs its HSIP funding to improve these project locations.

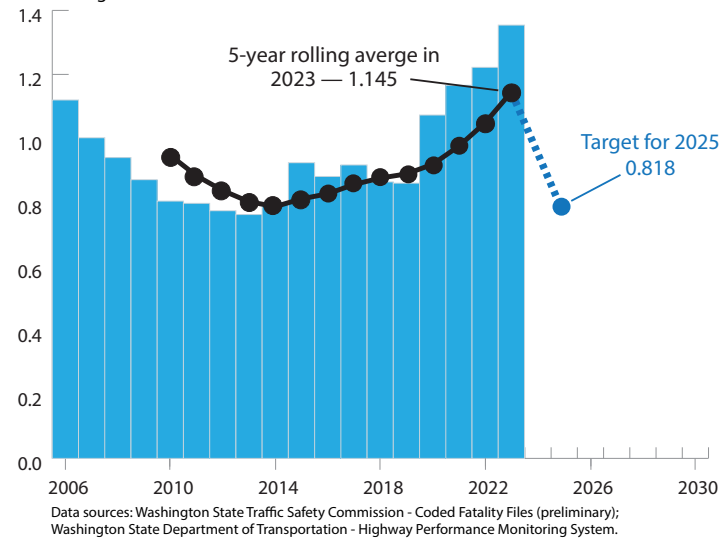
About these graphs

These graphs display the final 2025 targets for each of the five TPM safety performance measures, and show targets developed by WSDOT in coordination with Washington State Traffic Safety Commission. Even though the 5-year rolling average in any given safety performance area may increase over time, WSDOT must set a performance target that is equal to or lower than the most recent 5-year rolling average. This is considered a "decreasing target" even if the value of the target for 2025 is greater than the value of a previous target.

Measure No. 1 - Fatalities
2006 through 2030

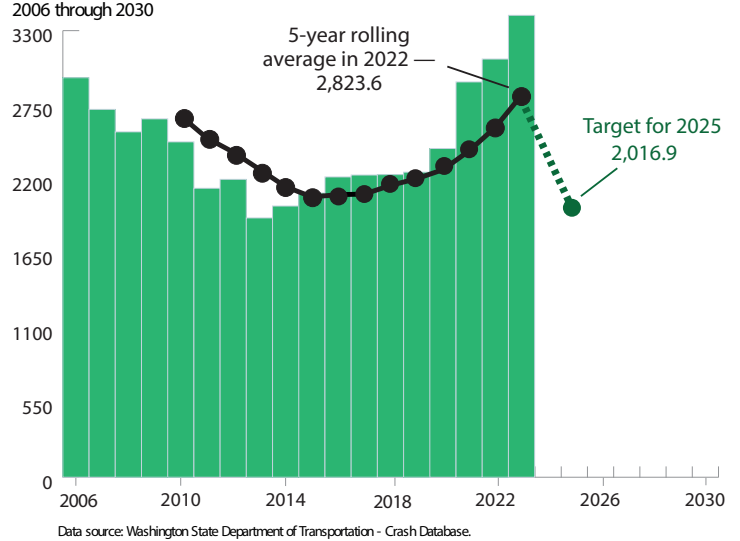


Measure No. 2 - Fatality rate per 100 million VMT
2006 through 2030

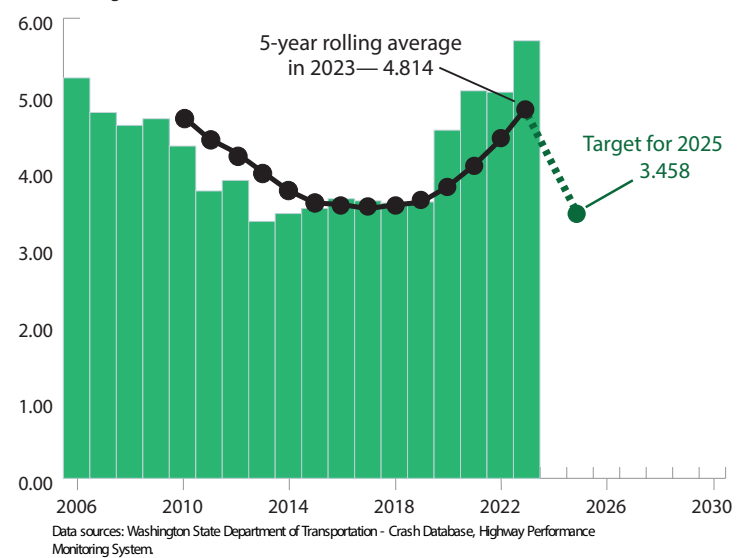


Notes: Fatality data for 2023 is finalized as of January 2025, serious injury count for 2023 is as of June 2024. All data for 2023 is preliminary as of June 2024. Under 23 U.S. Code § 148 and 23 U.S. Code § 407, safety data, reports, surveys, schedules, lists compiled or collected for the purpose of identifying, evaluating, or planning the safety enhancement of potential crash sites, hazardous roadway conditions, or railway-highway crossings are not subject to discovery or admitted into evidence in a federal or state court proceeding or considered for other purposes in any action for damages arising from any occurrence at a location mentioned or addressed in such reports, surveys, schedules, lists, or data.

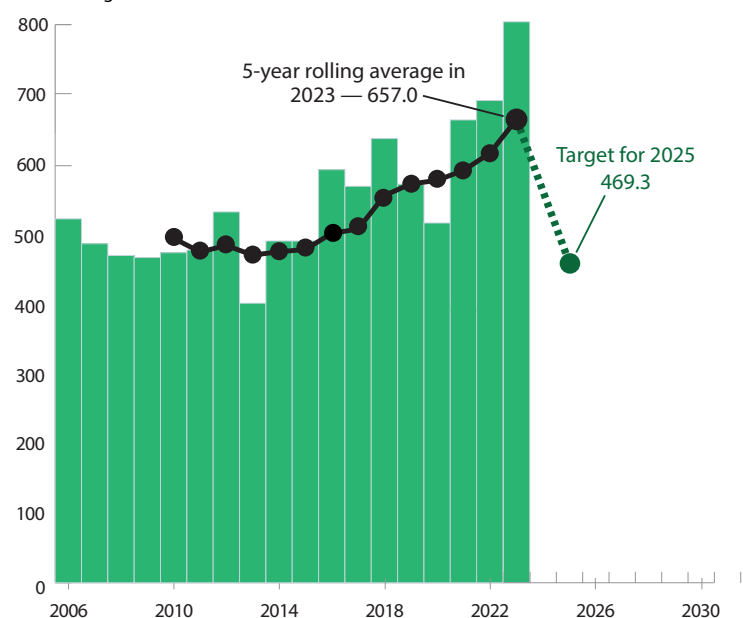
Measure No. 3 - Serious injuries



Measure No. 4 - Serious injury rate per 100 million VMT
2006 through 2030



Measure No. 5 - Non-motorist fatalities and serious injuries
2006 through 2030



Penalties

As described in U.S. Code 23 Section 148(i), for the Final Safety Performance Rule (Rule #1), if the U.S. Department of Transportation (U.S. DOT) Secretary will determine if a state has not met or made significant progress toward achieving its safety performance targets by the date that is two years after the establishment of its targets, the State DOT would:

- Dedicate its obligation authority equal to the apportionment for HSIP to the state for the prior year to highway safety improvement projects until the U.S. DOT Secretary determines that the state has made significant progress or met the targets; and
- Annually submit to U.S. DOT a safety implementation plan until the U.S. DOT Secretary determines that the state has made significant progress or met the targets.

See WSDOT's [TPM Funding and Performance Penalties](#) folio for full details, including special rule penalties.

Data used for target setting

- Number of traffic fatalities for all public roads
- Rate of traffic fatalities per 100 million Vehicle Miles Traveled (VMT) for all public roads¹
- Number of serious traffic injuries for all public roads
- Rate of serious traffic injuries per 100 million VMT for all public roads¹
- Bicyclist/Pedestrian fatalities and serious injuries for all public roads²
- Fatality and serious injury data for drivers and pedestrians age 65 and older³
- Rate of traffic fatalities for all High Risk Rural Roads (HRRR)^{1,3}

Notes: Crash data is available for all Washington public roads and annual summaries are also available by county. WSDOT entered into a data sharing agreement with the Washington Traffic Safety Commission to incorporate the fatality data necessary for target setting. 1 The Federal Highway Administration (FHWA) requires the use of Highway Performance Monitoring System (HPMS) data for any performance metric involving estimated vehicle miles travelled. 2 This data is required as part of the FY2015 Omnibus Appropriations Bill. 3 This data satisfies a TPM special rule reported at the statewide level to FHWA, that may be of interest to MPOs.

What is the current distribution of HSIP funds?

Federal Highway Safety Improvement Program (HSIP) funding provided to the state is split based upon fatal and serious injury crash data on state and local facilities. The HSIP funds are used to implement engineering countermeasures which reduce fatal and serious injury crashes. For the Federal Fiscal Year 2024 reporting period it is anticipated that the State of Washington will receive approximately \$52.3 million for the HSIP program, which will be split 70/30 between local and state roadways. As a result, approximately \$37.2 million will be allocated to local roadways and \$16.0 million will go to state roadways. The state will receive an additional estimated amount of \$16.5 million in Section 164 (repeat offender) penalty. This is a required transfer of funds from other sources (National Highway Performance Program) that would be assigned to the state, but now must be spent on HSIP eligible activities. The HSIP is one component of WSDOT's total annual expenditure on safety projects.

Data collection

- TPM requires fatality data from the Washington State Traffic Safety Commission's (WTSC) Fatality Analysis Reporting System (FARS) and serious injury data from WSDOT's system.
- State law enforcement officers record crash events in The Washington State Police Traffic Collision Report. This report is the sole source for all WSDOT serious injury data and most FARS data, with few exceptions.
- TPM requires Vehicle Miles Traveled (VMT) data from WSDOT's Highway Performance Monitoring System. Along with the number of fatalities or serious injuries, VMT is used to calculate the rate of fatalities or serious injuries per 100 million VMT.
- WSDOT's serious injury data and FARS fatality data for the previous calendar year is preliminarily available in about February and April of the following year, respectively. WSDOT's VMT data is available about June of the following calendar year.

For more information

TPM safety requirements information: John Milton, Director of Transportation Safety and Systems Analysis (360) 704-6363 or John.Milton@wsdot.wa.gov.

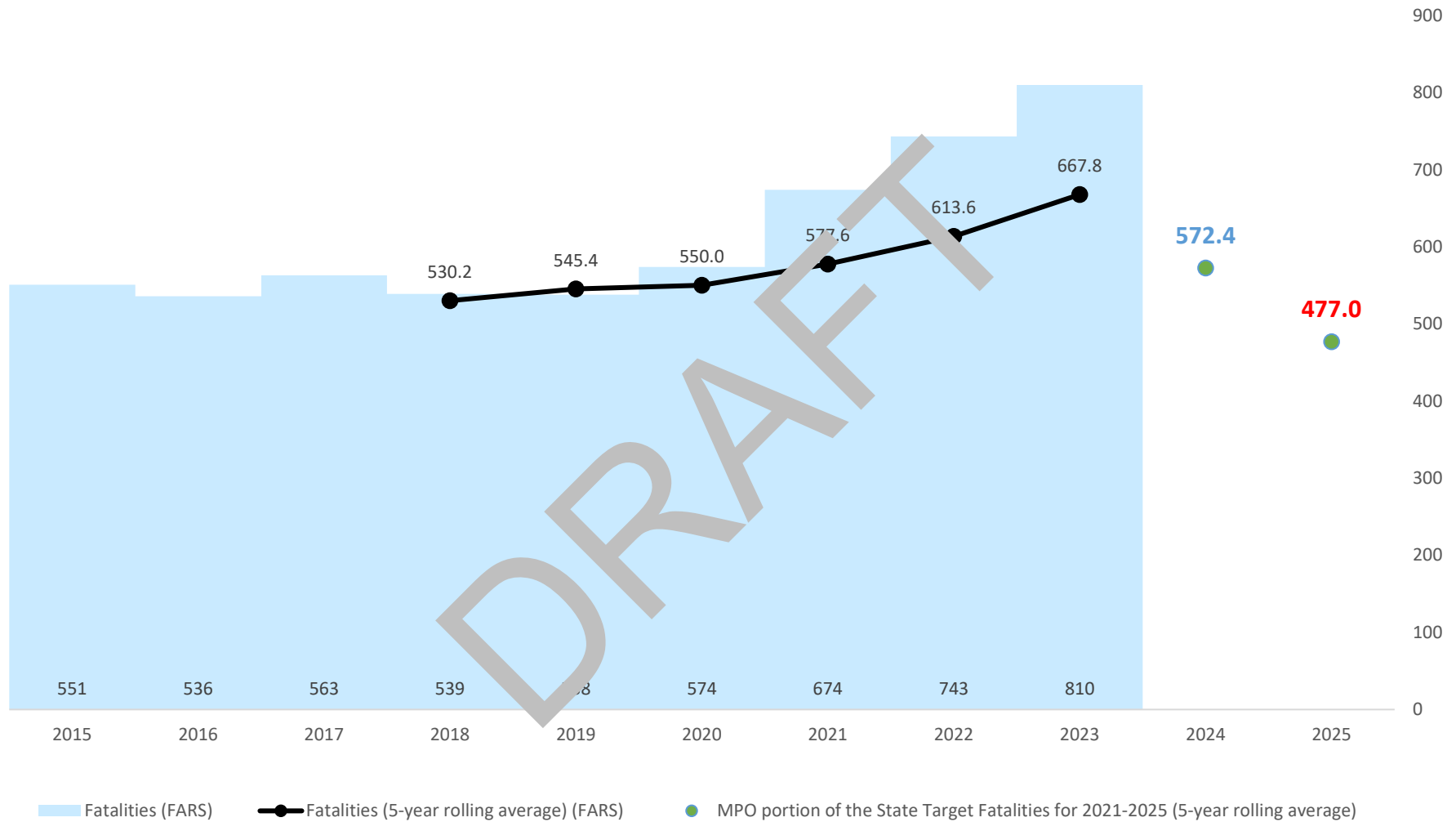
Traffic crash fatal and serious injury data: Yi Wang at (360) 570-2420, Yi.Wang@wsdot.wa.gov. Data is protected by U.S. Code 23 §148 and §409, but can be requested.

Americans with Disabilities Act (ADA) Information: This material can be made available in an alternate format by emailing the WSDOT Diversity/ADA Affairs team at wsdotada@wsdot.wa.gov or by calling toll free, 855-362-4ADA (4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

Title VI Statement to Public: It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equal Opportunity (OEO). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OEO's Title VI Coordinator at (360) 705-7082.

Measure No. 1 - Fatalities

Statewide

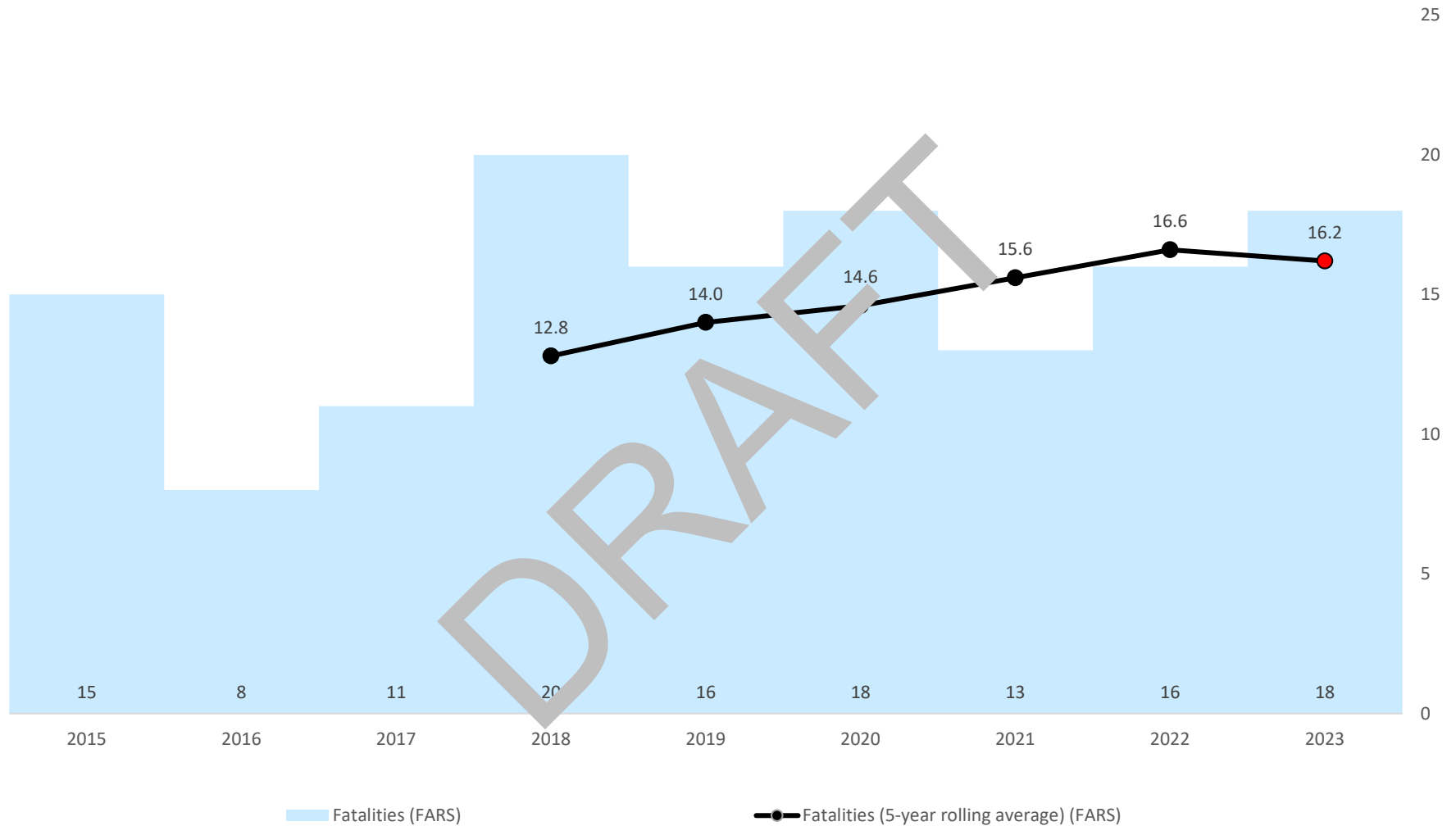


Data Source: Final FARS, CFC, Washington Traffic Safety Commission.

Under 23 U.S. Code § 148 and 23 U.S. Code § 407, safety data, reports, surveys, schedules, lists compiled or collected for the purpose of identifying, evaluating, or planning the safety enhancement of potential crash sites, hazardous roadway conditions, or railway-highway crossings are not subject to discovery or admitted into evidence in a Federal or State court proceeding or considered for other purposes in any action for damages arising from any occurrence at a location mentioned or addressed in such reports, surveys, schedules, lists, or data.

Measure No. 1 - Fatalities

Skagit

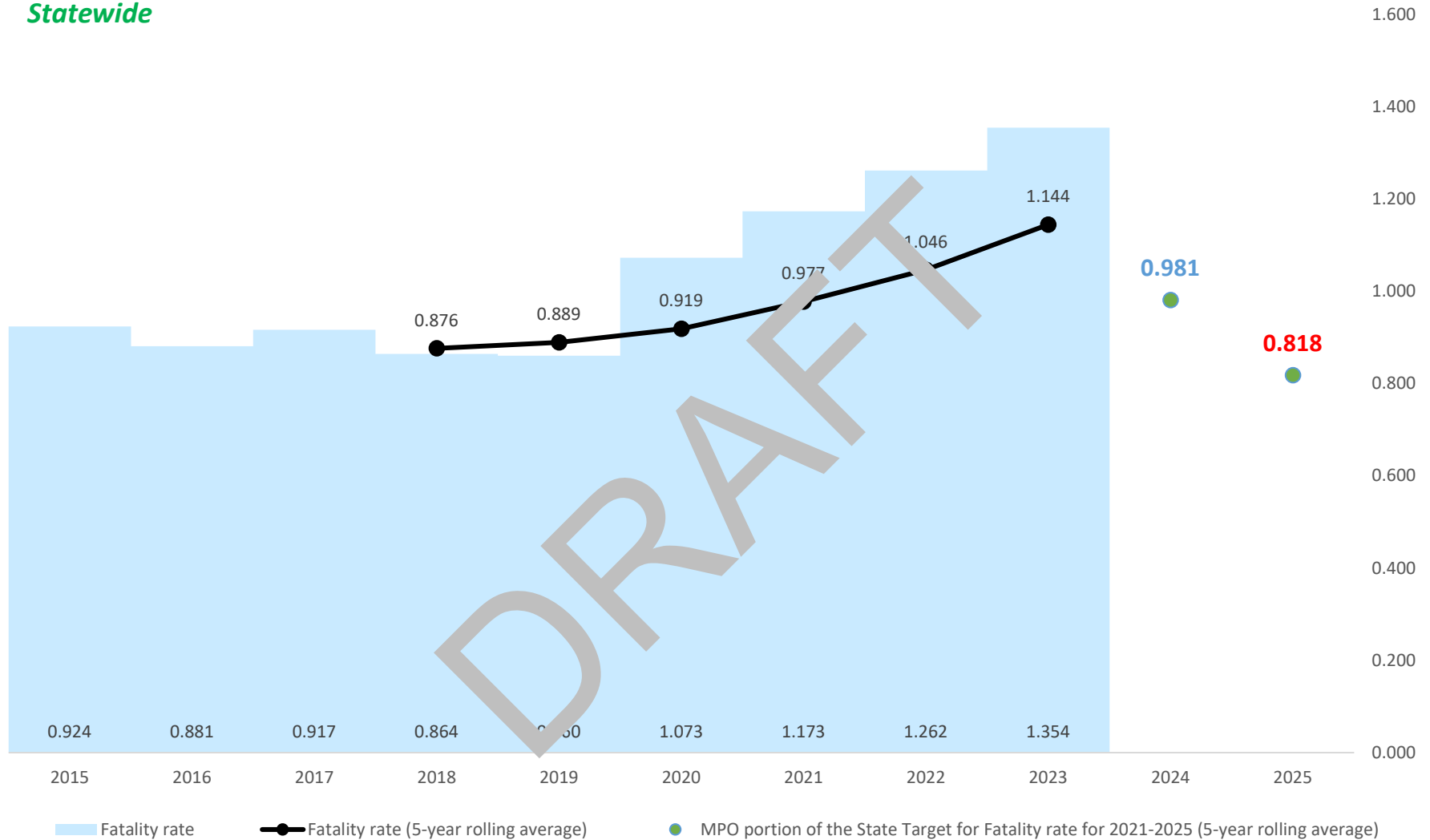


Data Source: Final FARS, CFC, Washington Traffic Safety Commission.

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Measure No. 2 - Fatality Rate (Fatalities per 100 million VMT)

Statewide



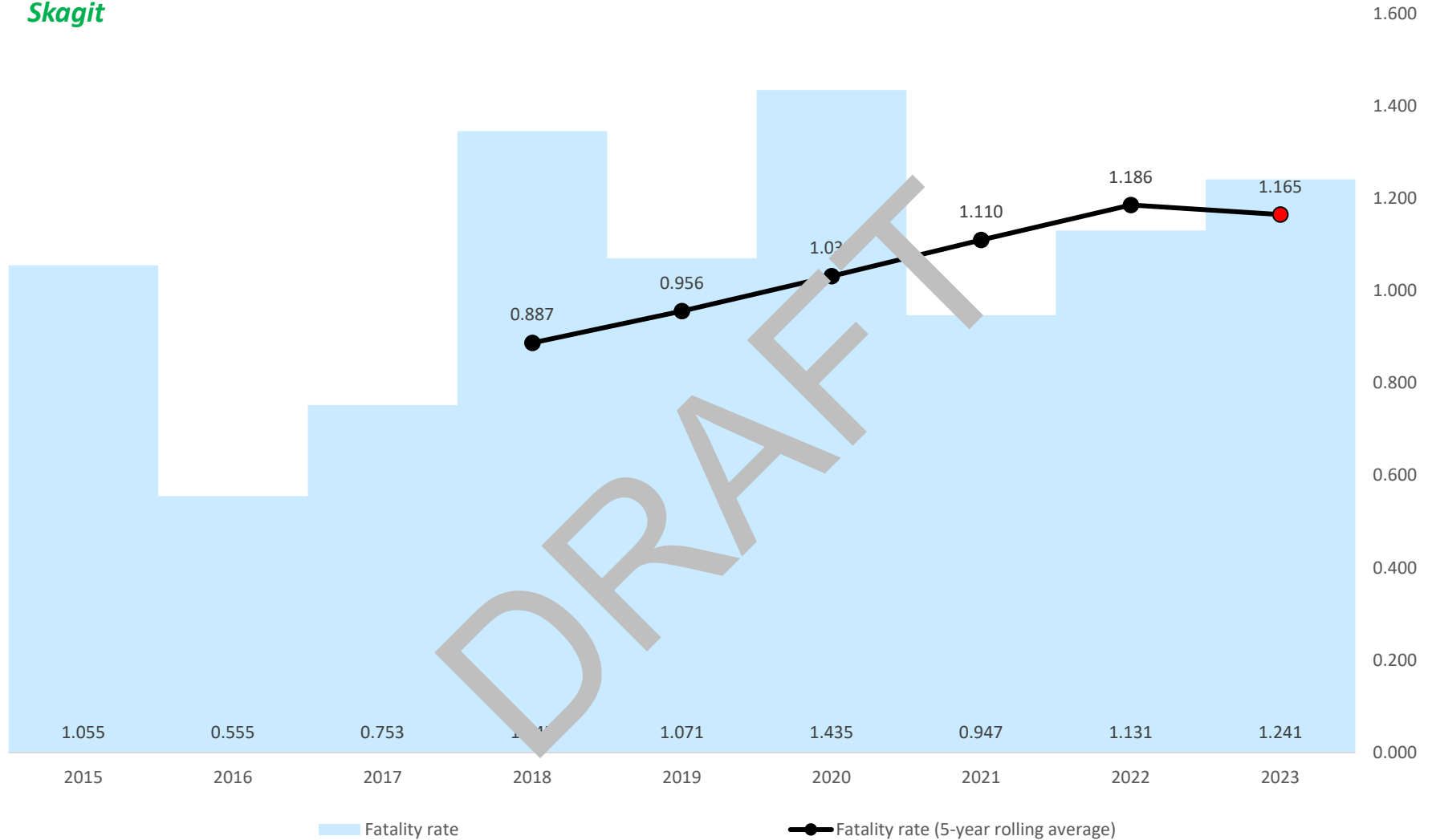
Data Source: Final FARS, CFC, Washington Traffic Safety Commission.

VMT from Highway Performance Monitoring System, Washington State Department of Transportation.

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Measure No. 2 - Fatality Rate (Fatalities per 100 million VMT)

Skagit



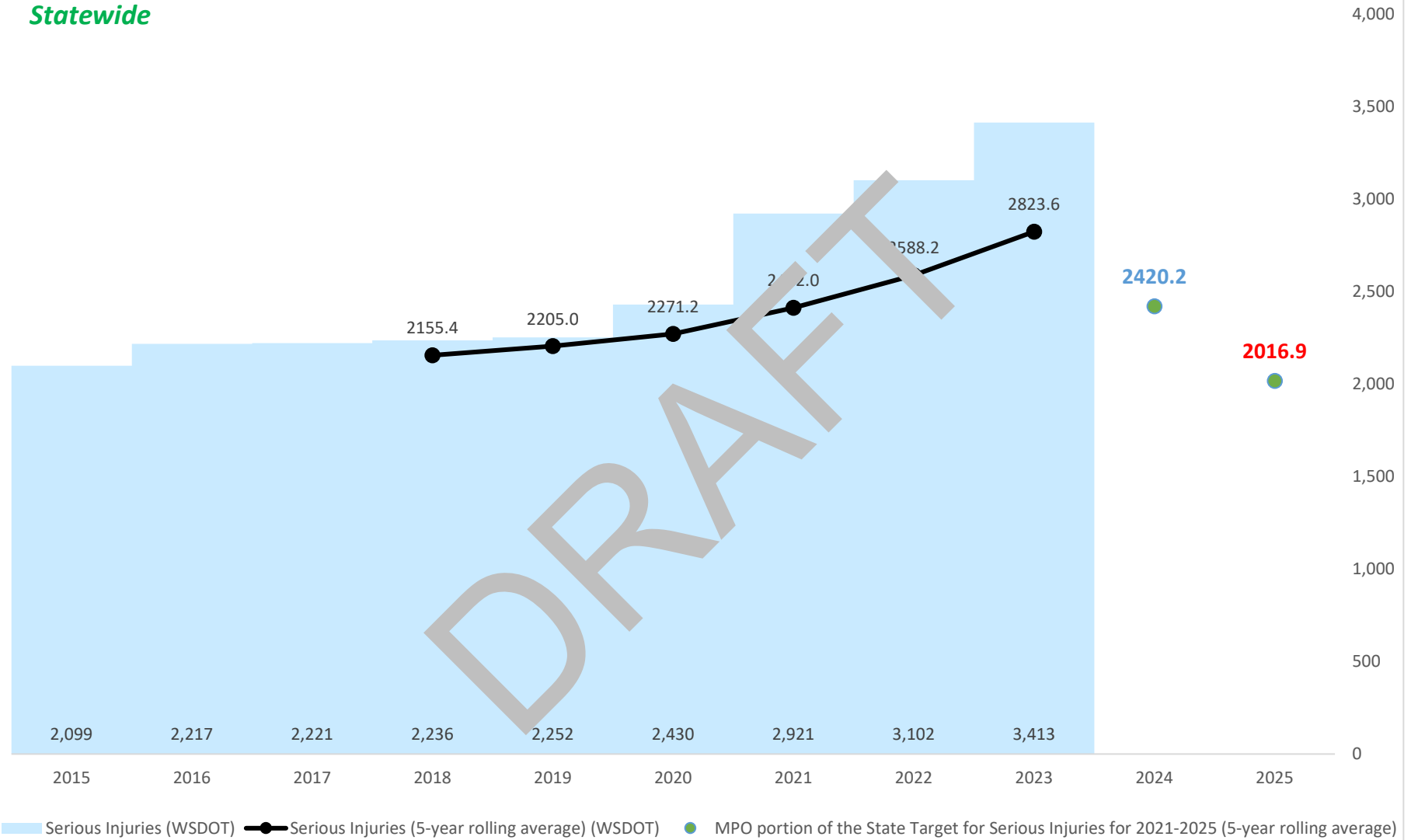
Data Source: Final FARS, CFC, Washington Traffic Safety Commission.

VMT from Highway Performance Monitoring System, Washington State Department of Transportation.

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Measure No. 3 - Serious injuries

Statewide

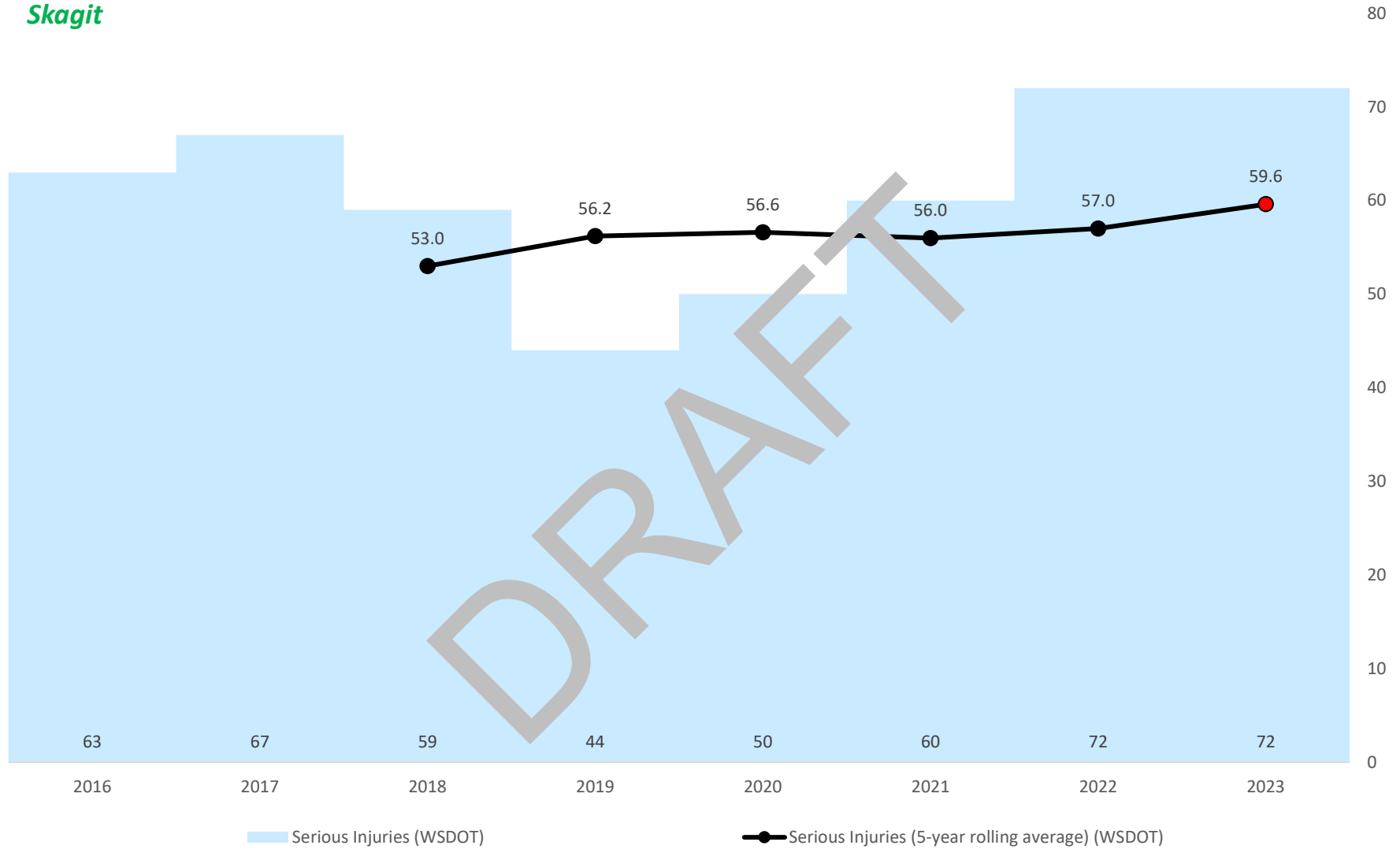


Data Source: WSDOT Engineering Crash Data, Washington State Department of Transportation

Under 23 U.S. Code § 148 and 23 U.S. Code § 407, safety data, reports, surveys, schedules, lists compiled or collected for the purpose of identifying, evaluating, or planning the safety enhancement of potential crash sites, hazardous roadway conditions, or railway-highway crossings are not subject to discovery or admitted into evidence in a Federal or State court proceeding or considered for other purposes in any action for damages arising from any occurrence at a location mentioned or addressed in such reports, surveys, schedules, lists, or data.

Measure No. 3 - Serious injuries

Skagit

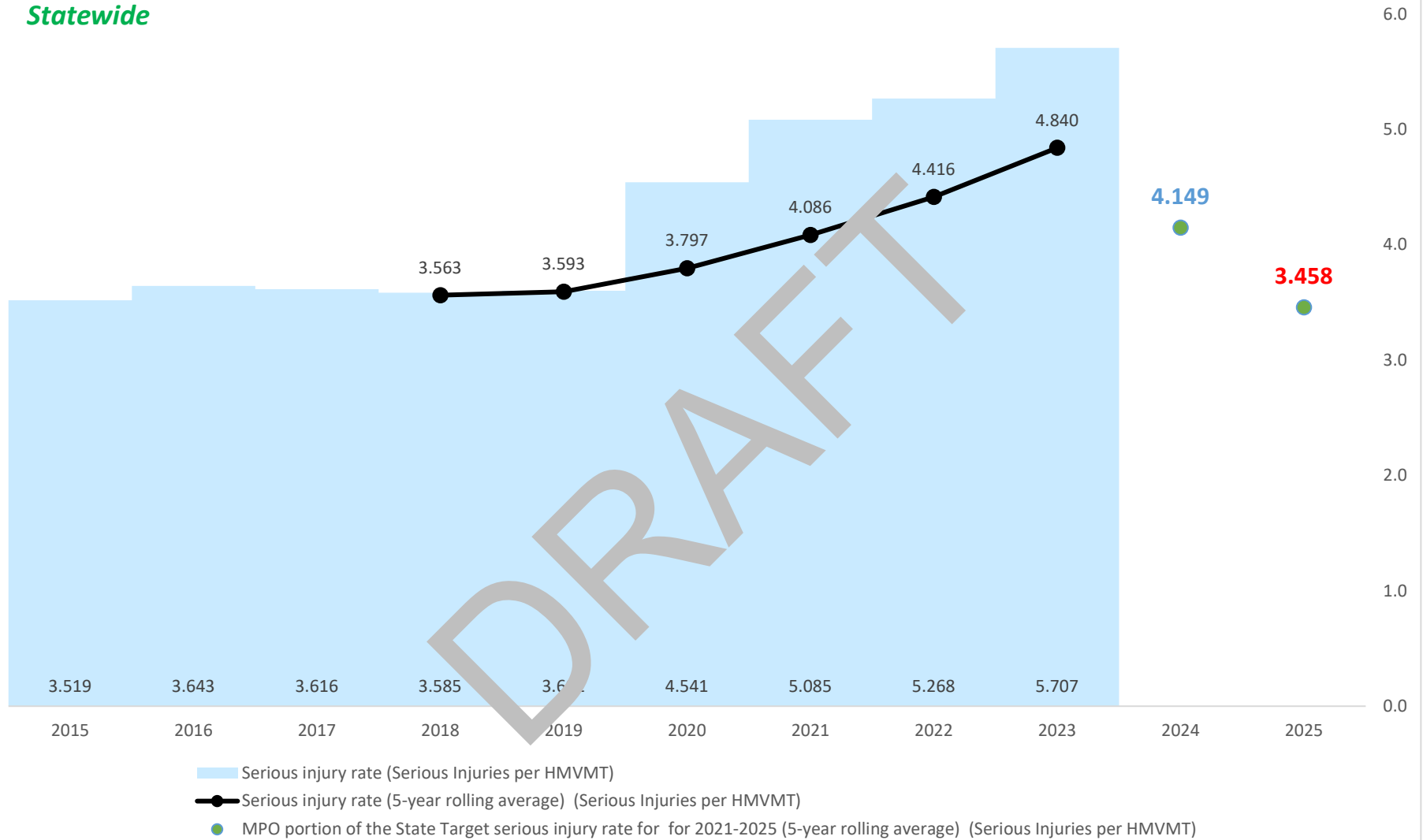


Data Source: WSDOT Engineering Crash Data, Washington State Department of Transportation

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Measure No. 4 - Serious Injury Rate (Serious injuries per 100 million VMT)

Statewide

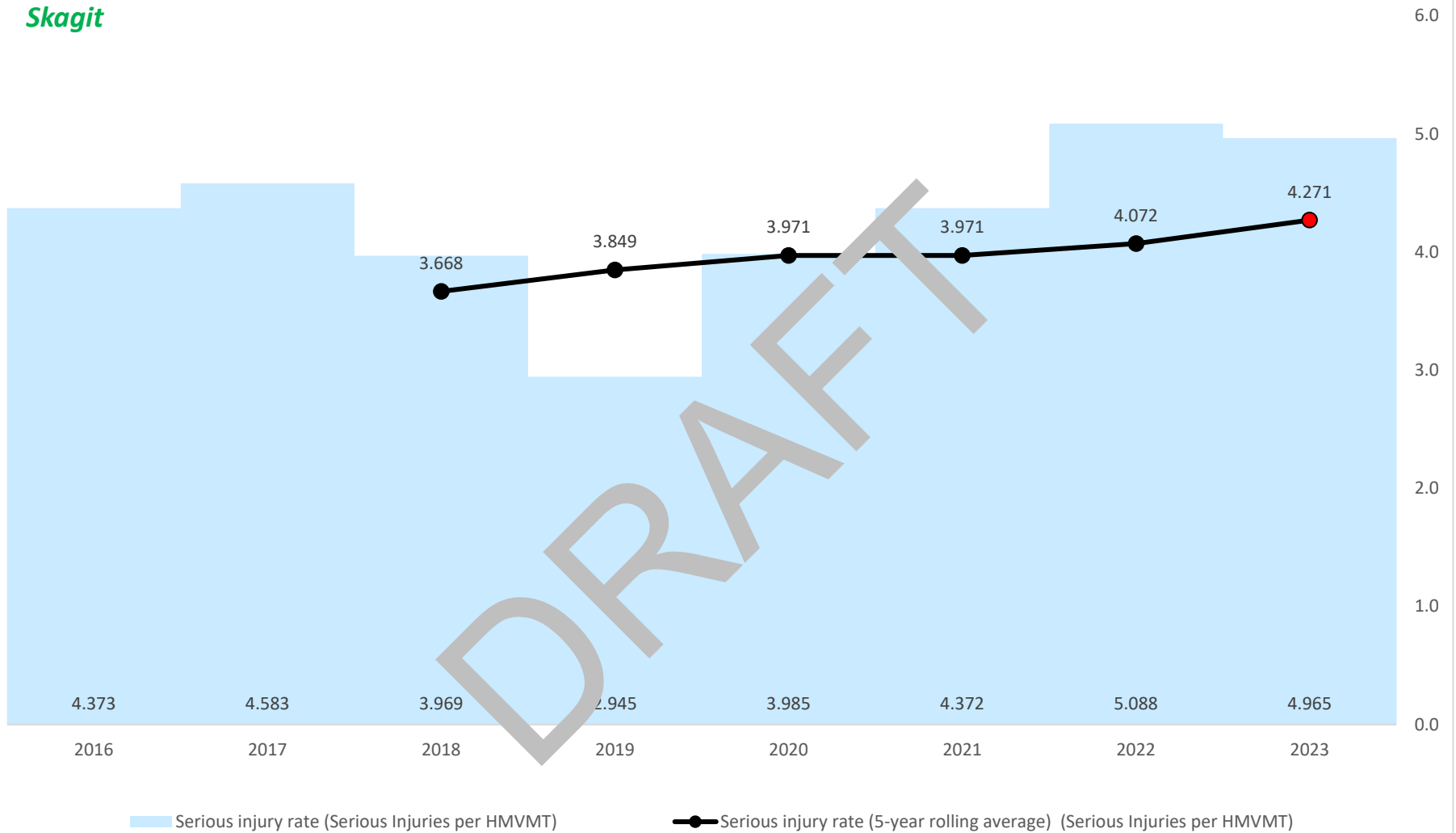


Data Sources: WSDOT Engineering Crash Data, Washington State Department of Transportation.; VMT from Highway Performance Monitoring System, Washington State Department of Transportation.

Under 23 U.S. Code § 148 and 23 U.S. Code § 407, safety data, reports, surveys, schedules, lists compiled or collected for the purpose of identifying, evaluating, or planning the safety enhancement of potential crash sites, hazardous roadway conditions, or railway-highway crossings are not subject to discovery or admitted into evidence in a Federal or State court proceeding or considered for other purposes in any action for damages arising from any occurrence at a location mentioned or addressed in such reports, surveys, schedules, lists, or data.

Measure No. 4 - Serious Injury Rate (Serious injuries per 100 million VMT)

Skagit

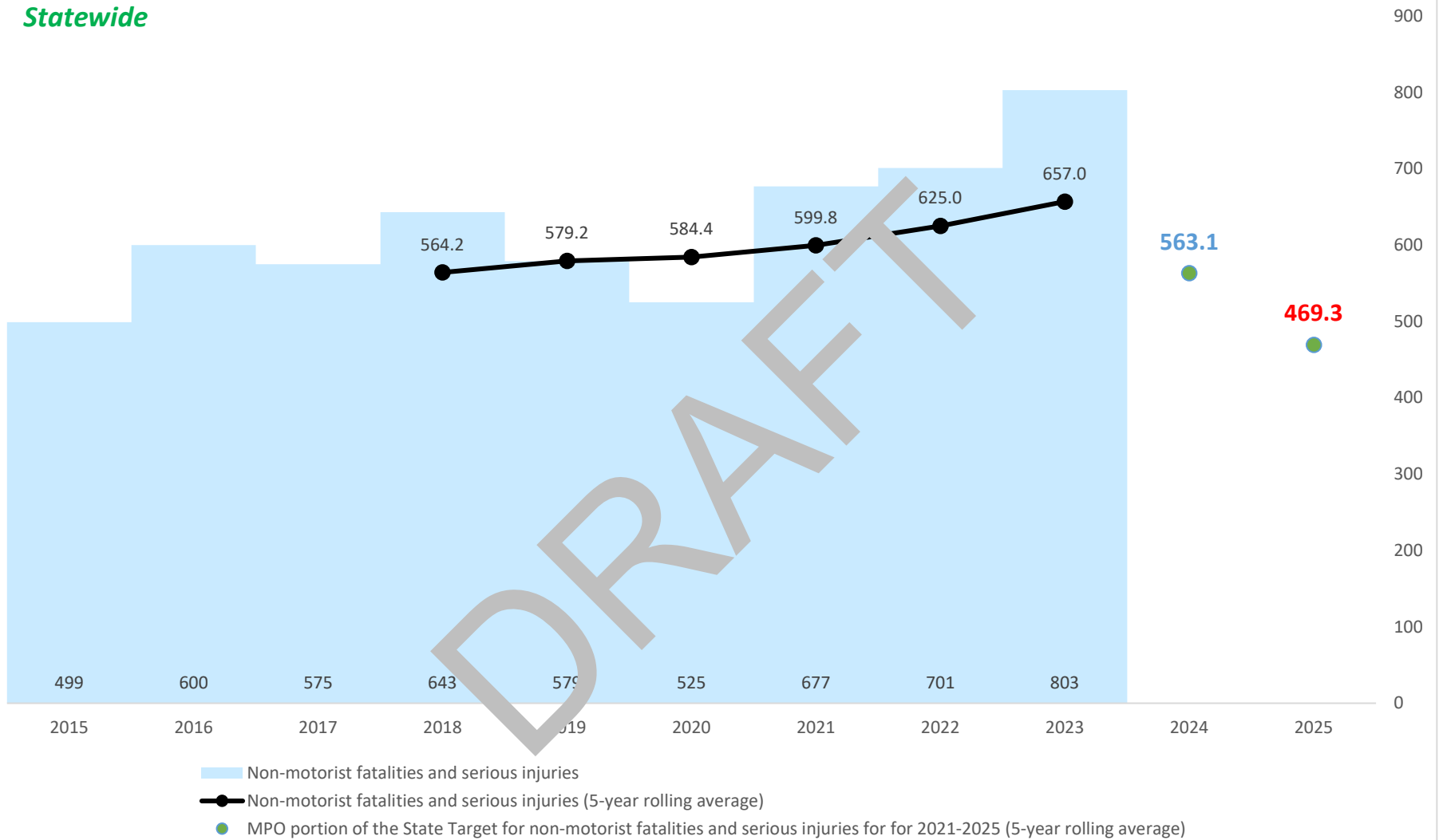


Data Sources: WSDOT Engineering Crash Data, Washington State Department of Transportation.; VMT from Highway Performance Monitoring System, Washington State Department of Transportation.

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Measure No. 5 - Non-motorist fatalities and serious injuries

Statewide

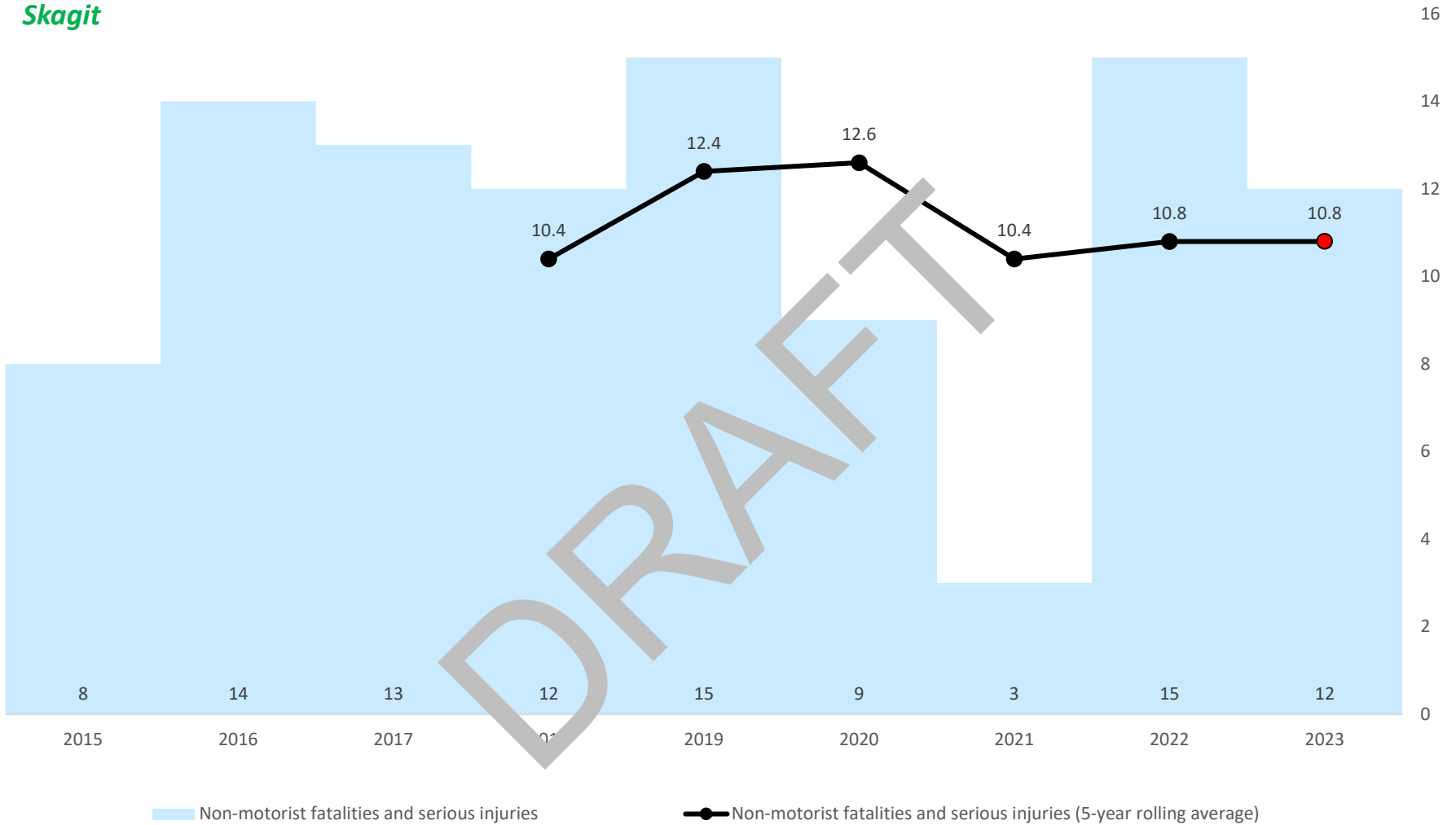


Data Sources: WSDOT Engineering Crash Data, Washington State Department of Transportation and Final FARS, CFC, Washington Traffic Safety Commission.; VMT from Highway Performance Monitoring System, Washington State Department of Transportation.

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Measure No. 5 - Non-motorist fatalities and serious injuries

Skagit



Data Sources: WSDOT Engineering Crash Data, Washington State Department of Transportation and Final FARS, CFC, Washington Traffic Safety Commission.; VMT from Highway Performance Monitoring System, Washington State Department of Transportation.

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QUARTERLY OBLIGATION REPORT

1ST QUARTER FEDERAL FISCAL YEAR 2025

As of December 31, 2024, the Skagit region obligated \$0 in Surface Transportation Block Grant Program (STBG) funding, \$0 in Transportation Alternatives Set-aside (TA) funding and \$0 in Carbon Reduction Program (CR) funding for federal fiscal year (FFY) 2025. SCOG's estimated obligation authority target for FFY 2025 is \$2,559,639. This target can be met by obligating federal funds from STBG, TA and CR.

An obligation summary is below:

- Estimated obligation authority target¹ for FFY 2025: \$2,559,639
- Total obligated in FFY 2025: \$0
- Estimated remainder to obligate in FFY 2025: \$2,559,639
- Expected FFY 2025 obligations²: \$2,355,536

Contact [Mark Hamilton](#) if you have any questions on this report.

¹ A final target is expected in March 2025.

² Per 2025 Obligation Authority Plan approved October 16, 2024.

2025-2030 Surface Transportation Block Grant Project Programming

1/30/2025

		2025	2026	2027	2028	2029	2030
	Allocation	\$1,948,904	\$1,948,904	\$1,948,904	\$1,948,904	\$1,948,904	\$1,948,904
	Available	\$1,948,904	\$1,561,530	\$2,878,259	\$2,671,805	\$3,268,402	\$2,386,672
	Programmed	\$2,336,278	\$632,175	\$2,155,358	\$1,352,307	\$2,830,634	\$292,336

STBG(US)		2025	2026	2027	2028	2029	2030
SCOG	SCOG Administration	\$	\$292,336	\$	\$	\$	\$
		\$	\$292,336	\$	\$	\$	\$

STBG(UM)		2025	2026	2027	2028	2029	2030
SCOG	SCOG Administration	\$	\$	\$292,336	\$	\$292,336	\$
SCOG	SCOG Admin 2022-2025	\$292,336	\$	\$	\$	\$	\$
Burlington	SR20 Nonmotorized & Safety Improvements	\$350,000	\$	\$	\$	\$	\$
Sedro Woolley	John Liner Road Arterial Improvements	\$	\$210,089	\$	\$617,956	\$	\$
Sedro Woolley	SR20/Cascade Trail West Extension Phase 2A, Holtcamp Road to Hodgkin Street	\$408,742	\$	\$	\$	\$	\$
Skagit Co.	Peterson Road (Urban)	\$	\$129,750	\$	\$	\$	\$
Sedro Woolley	John Liner Road, Reed to Township Bicycle/Pedestrian Improvements	\$	\$	\$	\$442,015	\$	\$
		\$1,051,078	\$339,839	\$292,336	\$1,059,971	\$292,336	\$

STBG(R)		2025	2026	2027	2028	2029	2030
Skagit Co.	Cook Road / I-5 Interchange Vicinity Improvements	\$	\$	\$	\$	\$2,538,298	\$
SCOG	SCOG Administration	\$	\$	\$	\$292,336	\$	\$292,336
Samish Nation	SR20/Campbell Lake Road - Intersection Improvement	\$1,285,200	\$	\$	\$	\$	\$
Skagit Co.	Francis Road Section 3	\$	\$	\$800,000	\$	\$	\$
Concrete	School Secondary Access	\$	\$	\$1,063,022	\$	\$	\$
		\$1,285,200	\$	\$1,863,022	\$292,336	\$2,538,298	\$292,336

Note: Years 1-4 may be overprogrammed by 25% of allocation for project delivery purposes. Years 5-6 are not fiscally constrained by year.

2025-2030 Transportation Alternatives Project Programming

		2025	2026	2027	2028	2029	2030
	Allocation	\$244,600	\$244,600	\$244,600	\$244,600	\$244,600	\$244,600
	Available	\$456,713	\$607,313	\$472,248	\$699,980	\$720,112	\$964,712
	Programmed	\$94,000	\$379,665	\$16,868	\$224,468	\$	\$

TA(US)		2025	2026	2027	2028	2029	2030
Anacortes	Q Avenue Pedestrian Crossings	\$62,000	\$	\$	\$	\$	\$
		\$62,000	\$	\$	\$	\$	\$

TA(UM)		2025	2026	2027	2028	2029	2030
Mount Vernon	Kulshan Trail Safety Lighting - Phase 3	\$32,000	\$275,000	\$	\$	\$	\$
Sedro Woolley	SR20/Cascade Trail West Extension Phase 2B Hospital Drive to Holtcamp Road	\$	\$104,665	\$16,868	\$224,468	\$	\$
		\$32,000	\$379,665	\$16,868	\$224,468	\$	\$

1/30/2025

Note: Years 1-4 may be overprogrammed by 25% of allocation for project delivery purposes. Years 5-6 are not fiscally constrained by year.

2025-2030 Carbon Reduction Project Programming

1/30/2025

		2025	2026	2027	2028	2029	2030
	Allocation	\$278,414	\$278,414	\$278,414	\$278,414	\$278,414	\$278,414
	Available	\$1,084,613	\$1,029,027	\$1,307,441	\$1,585,855	\$1,864,269	\$2,142,683
	Programmed	\$334,000	\$	\$	\$	\$	\$

CRP(US)		2025	2026	2027	2028	2029	2030
Anacortes	Q Avenue Pedestrian Crossings	\$334,000	\$	\$	\$	\$	\$
		\$334,000	\$	\$	\$	\$	\$

Note: Years 1-4 may be overprogrammed by 25% of allocation for project delivery purposes. Years 5-6 are not fiscally constrained by year.

2025 SCOG Year to Date Obligations

\$

STP(US) \$			
<i>Agency</i>	<i>Project Title</i>	<i>Obligated</i>	<i>Date</i>
Mount Vernon	Freeway Drive Improvements (Cameron Way to College Way)	\$4,242	12/11/2024
Mount Vernon	Freeway Drive Improvements (Cameron Way to College Way)	(\$4,242)	12/11/2024

2025 OBLIGATION AUTHORITY PLAN

The following projects have until **March 1, 2025** to obligate federal funding. If project funds do not obligate by March 1, 2025, they will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA/CR FUNDS
Anacortes	Q Avenue Pedestrian Crossings	WA-15131	CN	(Not Yet)	\$396,000
Burlington	SR20 Nonmotorized & Safety Improvements	WA-12018	RW	(Not Yet)	\$350,000
Mount Vernon	Kulshan Trail Safety Lighting - Phase 3	WA-15134	PE	(Not Yet)	\$32,000

The following project must obligate federal funding before **August 1, 2025**, or it will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA/CR FUNDS
SCOG	SCOG Admin 2022-2025	SCOG 22-25	PL	(Not Yet)	\$292,336

TOTAL EXPECTED STBG-TA-CR OBLIGATIONS: \$1,070,336
ESTIMATED OBLIGATION AUTHORITY TARGET: \$2,559,639

Extensions

The following projects have been granted an extension to obligate federal funding by **December 31, 2025**. These projects will be deprogrammed with expiration of the 2025–2030 RTIP in January 2026.

To be granted an extension, any extension request must be received by SCOG no later than **February 26, 2025**. A project phase may only be granted one extension.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA/CR FUNDS
Sedro-Woolley	SR20/Cascade Trail West Extension Phase 2A, Holtcamp Road to Hodgins Street	SW42	CN	(Not Yet)	\$408,742
Samish Indian Nation	SR20/Campbell Lake Road - Intersection Improvement	WA- 11959	CN	(Not Yet)	\$1,285,200

TOTAL STBG-TA-CR EXTENSIONS: \$1,693,942

Appeals

The Transportation Policy Board approved an appeal to reprogram a project phase in the 2025–2030 RTIP. The following project phase must obligate federal funding by **December 31, 2025**. This project will be deprogrammed with expiration of the 2025–2030 RTIP in January 2026.

A project phase may only be appealed once to the Transportation Policy Board.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA/CR FUNDS
(None)	N/A	N/A	N/A	N/A	N/A

TOTAL STBG-TA-CR APPEALS: \$0

ACTION ITEM X.X. – 2025 REGIONAL PROJECT SELECTION EVALUATION PROCESS

Document History

Meeting	Date	Type of Item	Staff Contact	Phone
Technical Advisory Committee	12/05/2024	Discussion	Mark Hamilton	(360) 416-7876
Technical Advisory Committee	01/02/2025	Discussion	Mark Hamilton	(360) 416-7876
Technical Advisory Committee	02/06/2025	Review and Recommendation	Mark Hamilton	(360) 416-7876
Transportation Policy Board	02/19/2025	Release for Public Comment	Mark Hamilton	(360) 416-7876

RECOMMENDED ACTION

Skagit Council of Governments (SCOG) staff and Technical Advisory Committee recommend releasing the proposed [Regional Project Selection Evaluation Process](#) for public review and comment.

DISCUSSION

One of the tasks in the Skagit Council of Governments (SCOG) unified planning work program for this state fiscal year is to conduct a regional selection of projects to receive federal funds from the Surface Transportation Block Grant Program (STBG), Transportation Alternatives (TA) set-aside and Carbon Reduction Program (CR). SCOG staff, Technical Advisory Committee and Non-Motorized Advisory Committee have discussed this task over the past several months as the process is being developed to select projects for funding. A selection of projects to receive funding under these programs is a decision made by the Transportation Policy Board, and is expected later this year.

SCOG staff estimates that **\$6.76 million** will be available through this call for projects, which includes estimates of funds available for the 2025 project selection derived using past allocations and obligations for the Skagit region. Future anticipated allocations through the Surface Transportation Block Grant Program (2030–2031), Transportation Alternatives (2026–2031) and Carbon Reduction Program (2026–2031) are estimated to be available. The Federal Highway Administration has fact sheets on their website which provide overviews of these federal funding programs:

- [Surface Transportation Block Grant Program](#)
- [Transportation Alternatives](#)
- [Carbon Reduction Program](#)

After transportation projects are selected by the Transportation Policy Board, they will be programmed in the 2026–2031 Regional Transportation Improvement Program – anticipated for adoption in October 2025 by the Transportation Policy Board. All actions made relating to project evaluation, project selection and programming of projects are made by the Transportation Policy Board. There may be opportunities to program projects in the current Regional Transportation Improvement Program, though fiscal constraint by year needs to be maintained for each of the first four years, 2025–2028.

STBG, TA and CR funds are available to projects in the following categories:

- “Urban Medium Area” funding for areas with minimum 50,000 population but less than 200,000, which is three of the four cities (Burlington, Mount Vernon, Sedro-Woolley) and some surrounding unincorporated areas;
- “Urban Small Area” funds for areas with minimum 5,000 population but less than 50,000, which is Anacortes and some surrounding unincorporated areas;
- “Rural Area” funding for areas with fewer than 5,000 population, which is the four towns (Concrete, Hamilton, La Conner, Lyman) and most unincorporated areas; and
- “Any Area” funding that can be used in any of the urban or rural areas.

Prior to issuing a call for projects, SCOG must prepare and approve a regional project evaluation process. The evaluation process is prepared with advice from the Technical Advisory Committee and is approved by the Transportation Policy Board.

There must be a minimum of two public comment periods prior to project selection as described on Page 19 of SCOG’s [Public Participation Plan](#): (1) on the proposed regional project evaluation process; and (2) on the proposed project selection. In addition, projects go through separate local and tribal processes with the regional public participation process supplementing outreach done and input received at the local level.

Project selection is a work activity included on page 20 of the current [Unified Planning Work Program](#) for SCOG.

ADDITIONAL CONSIDERATIONS

Following are some considerations discussed about the project selection evaluation process by SCOG staff and advisory committees:

- **Non-Roadway Funding Set-aside**
The Transportation Policy Board has historically set aside 5% of STBG funding for non-roadway projects since 2021, and prior to 2021 it was 10%. SCOG staff expects that this practice will be revisited this year, with the Board determining whether or not to continue this practice. This 5% is not a federal nor state requirement, but has been a regional decision in past project selections using STBG funds. Examples of eligible non-roadway projects in the 2023 selection included: transit capital projects; ferry boats and terminals; and safe routes to school programs.

With the Carbon Reduction Program also funding similar projects at approximately \$275,000 per year for the region, SCOG staff recommend the Transportation Policy Board consider whether or not they desire to continue setting aside funds in this manner for non-roadway projects.

- **Criteria and Weights**
There are seven categories of criteria with weights from the 2023 project selection. SCOG staff and advisory committees have been discussing the seven categories and the continuation of criteria and weights, or potential revision for 2025.

- **Contingency List**

The contingency list created during the 2023 project selection has not yet been needed as of January 30, 2025. No substantive changes are proposed for 2025.

Though no changes are proposed for how the contingency list is created, SCOG staff encourages project sponsors to submit more projects with higher funding requests, to assist with filling large obligation authority gaps if necessary.

OTHER RESOURCES

SCOG staff prepared an [overview document](#) that describes regional project selection and programming processes. Frequently asked questions are included at the end of the document.

DRAFT

REGIONAL CALL FOR PROJECTS

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

TRANSPORTATION ALTERNATIVES SET-ASIDE

CARBON REDUCTION PROGRAM

The Skagit Council of Governments (SCOG) Transportation Policy Board will select projects for funding in the Skagit region at their meeting in June 2025. The funding decision will select projects for Surface Transportation Block Grant Program (STBG), an STBG set-aside called Transportation Alternatives Set-Aside (TA) and Carbon Reduction Program (CR) federal funds. For this project selection, each project will be evaluated based on approved criteria and weights.

The Skagit Council of Governments, as the metropolitan planning organization (MPO) for Skagit County, has been given the authority by Washington state to select projects for funding using these sources of federal funds. The Washington State Department of Transportation (WSDOT) has a summary of these funding sources on their website, along with the funding formula used statewide to allocate funds and the role of MPOs in the process. Following are links to each WSDOT webpage for these funding programs and relevant factsheets from the Federal Highway Administration (FHWA):

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

[WSDOT Webpage](#)
[FHWA Factsheet](#)

TRANSPORTATION ALTERNATIVES SET-ASIDE

[WSDOT Webpage](#)
[FHWA Factsheet](#)

CARBON REDUCTION PROGRAM

[WSDOT Webpage](#)
[FHWA Factsheet](#)

SCOG last selected projects for federal funding in 2023. At that time, the Transportation Policy Board selected projects for \$7.8 million in funding through STBG, TA and CR, with additional projects totaling \$8 million selected for the contingency list.

ELIGIBLE PROJECTS

A Guide to Federal-Aid Projects and Projects provides information on projects that are eligible for funding programs through FHWA. Per FHWA, the guide is in process of being updated. The factsheets linked above include the most recent information on projects eligible for STBG, TA and CR. However, the factsheets are not consistently clear on all project eligibilities under these three federal programs. For this reason, bookmarks are linked below in the guide to provide additional information on eligibility. Information linked below should be used with caution as it predates any changes to STBG and TA under the federal Infrastructure Investment and Jobs Act (IIJA), which was enacted on November 15, 2021. Eligibility questions should be directed to Mark Hamilton at markh@scog.net, and coordination may be necessary between SCOG and WSDOT staffs to determine eligibility on a case-by-case basis. The Carbon

Reduction Program was created in late 2021 via IJJA and predates the current version of the guide, so no links are provided below for this new program.

- [Surface Transportation Block Grant Program](#)
Eligibility information begins near the bottom of page 161.
- [Transportation Alternatives Set-Aside](#)
Eligibility information is on page 173.

Federal share under STBG, TA and CR is 86.5% in Washington state with a 13.5% match. Any other references to matching requirements in these federal programs may be disregarded.

FUNDING AVAILABILITY

Funding levels to the Skagit region change year to year as federal allocations change, projects obligate or deobligate funds, and projects are deprogrammed. Future funding available is estimated with every project selection process at SCOG, with project-selection decisions based on these estimates. Selection decisions are contingent upon federal authorizations and appropriations.

Estimates of funds available for the 2025 project selection are derived using past allocations and obligations for the Skagit region. Future anticipated allocations through the Surface Transportation Block Grant Program (2030–2031), Transportation Alternatives Set-Aside (2026–2031) and Carbon Reduction Program (2026–2031) are estimated to be available through the Call for Projects. Programming projects after selection is expected to align with the ranges of years for each program identified in this paragraph, though may be adjusted to other years in SCOG’s Regional Transportation Improvement Program if practicable.

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

For Surface Transportation Block Grant Program funding, a total of \$2.96 million should be selected for projects. A minimum of \$1,760,000 should be selected in the Urban Medium Area, a minimum of \$50,000 should be selected in the Urban Small Area, and a minimum of \$0 should be selected in the Rural Area. \$1,150,000 may be selected in any area (urban areas or Rural Area). Thresholds for all urban and rural areas are estimated based on anticipated funding that must be used in these geographies, per federal requirements.

Estimated Surface Transportation Block Grant Program funding available through the Call for Projects is included in the following table.

Urban Medium Area (minimum)	Urban Small Area (minimum)	Rural Area (minimum)	Any Area (Urban Areas or Rural Area)	Total Available
\$1,760,000	\$50,000	\$0	\$1,150,000	\$2,960,000

TRANSPORTATION ALTERNATIVES SET-ASIDE

For Transportation Alternatives Set-Aside funding, a total of \$1.21 million should be selected for projects. A minimum of \$0 should be selected in the Urban Medium Area, a minimum of \$40,000 should be selected in the Urban Small Area, and a minimum of \$550,000 should be selected in the Rural Area.

\$620,000 may be selected in any area (urban areas or Rural Area). Thresholds for all urban and rural areas are estimated based on anticipated funding that must be used in these geographies, per federal requirements.

Estimated Transportation Alternatives Set-Aside funding available through the Call for Projects is included in the following table.

Urban Medium Area (minimum)	Urban Small Area (minimum)	Rural Area (minimum)	Any Area (Urban Areas or Rural Area)	Total Available
\$0	\$40,000	\$550,000	\$620,000	\$1,210,000

CARBON REDUCTION PROGRAM

For Carbon Reduction Program funding, a total of \$2.59 million should be selected for projects. A minimum of \$1,110,000 should be selected in the Urban Medium Area, a minimum of \$370,000 should be selected in the Urban Small Area, and a minimum of \$1,110,000 should be selected in the Rural Area. Unlike STBG and TA, there is no Any Area funding that can be used in any urban or rural areas. Thresholds for all urban and rural areas are estimated based on anticipated funding that must be used in these geographies, per federal requirements.

Estimated Carbon Reduction Program funding available through the Call for Projects is included in the following table.

Urban Medium Area (minimum)	Urban Small Area (minimum)	Rural Area (minimum)	Total Available
\$1,110,000	\$370,000	\$1,110,000	\$2,590,000

NON-ROADWAY FUNDING SET-ASIDE

At the discretion of the Transportation Policy Board, a minimum of 5% of STBG funding is anticipated to be set-aside for non-roadway projects. Examples of eligible non-roadway projects include: transit capital projects; ferry boats and terminals; and safe routes to school programs. A complete list of eligible STBG projects, including non-roadway projects, is located at [23 USC 133\(b\)](#).

This set-aside is not specific to any one mode of transportation and is intended to ensure a minimum level of funding to projects that may not otherwise be competitive with roadway projects due to the criteria and weights used in the evaluation process. Non-roadway projects may also be eligible for funding through Transportation Alternatives Set-Aside and/or Carbon Reduction Program if they meet eligibility requirements of these other funding sources.

There is no federal nor state requirement that funds be reserved in this way for non-roadway projects. The 5% set-aside is a regional decision consistent with past project selection processes at SCOG to set aside funding in this manner.

FEDERAL FUNCTIONAL CLASSIFICATION AND CRITICAL RURAL FREIGHT CORRIDORS

Most roadway projects can only be funded using STBG funds if the roadway has a federal functional classification. Projects on roads classified as Rural Minor Collectors or local roads can only receive up to 15% of the Rural Area funding (\$0) and Urban Small Area funding (\$7,500) per the special rule at [23 USC 133\(g\)](#), and [Critical Rural Freight Corridors](#) designated under [23 USC 167\(e\)](#) also qualify.

Transportation Alternatives and Carbon Reduction Program projects do not require federal functional classification.

APPLICATION FORMS

Application forms include project details for each project that will be considered for funding. Each project being submitted requires a separate application form. There is no limit to how many forms applicants submit to SCOG.

- [Project Application Form](#)
- [Contingency List Project Application Form](#)
- [Project Endorsement Form](#) (required for every project)

TIMEFRAME TO SUBMIT

Applications will be accepted by SCOG from March 21–April 4. Any incomplete applications will be flagged by SCOG staff and applicants will be notified as soon as possible of any required materials not submitted. April 18 is the final deadline to submit any application materials to complete application packets.

HOW TO SUBMIT

Application materials must be submitted to Mark Hamilton at SCOG, by email only, at markh@scog.net. Paper application materials will not be accepted. All applicants will receive confirmation of materials received via email.

PROJECT EVALUATION CRITERIA & WEIGHTS

Projects submitted will be evaluated from April 7–18. Project evaluations will be based on approved criteria and weights. These criteria and weights were approved by the Transportation Policy Board at their March 19 meeting.

The categories for the evaluation criteria, and their associated points, are listed below:

- Economic Vitality – **10 points**
- Safety – **25 points**
- Mobility – **15 points**
- Regional Nature – **10 points**
- Project Funding & Readiness – **15 points**
- Preservation & Maintenance – **15 points**
- Technical Advisory Committee Priority – **10 points**

TOTAL: **100 POINTS**
BONUS¹: **+5 POINTS**

Evaluation criteria, and points available per criterion, are included in the Project Application Form. Technical Advisory Committee members are not permitted to evaluate any project from the government they represent. The final action of selecting projects for funding will be taken by the Transportation Policy Board at their June 18 meeting.

CONTINGENCY LIST

A contingency list of projects will be prepared for projects that can easily move forward if the Skagit region is expected to fall short of its annual obligation target. Inclusion of any project on the contingency list does not guarantee the project will be funded. Projects on the contingency list must be able to obligate funding quickly, often in less than six weeks. Sponsors of contingency list projects may also submit the proposed project as part of the general Call for Projects.

Contingency list submissions will be prioritized according to the following criteria:

- What is the regional issue the project will address?
- What is the desired outcome from the project?
- Does the project address an issue identified in the Skagit 2045 Regional Transportation Plan?
- What is the project's expected level of regional impact?
- Can the project reasonably obligate funding in six weeks if necessary?

Projects proposed for the contingency list will be distributed to the Technical Advisory Committee for evaluation. A prioritized contingency list, with rank-ordered projects, will be recommended to the Transportation Policy Board for consideration. Technical Advisory Committee members are not permitted to evaluate any project from their own organization.

QUESTIONS

Any questions about the Call for Projects should be submitted in writing to Mark Hamilton at markh@scog.net. Written questions received, if any, will be posted to the SCOG website with staff responses.

¹ Bonus applies to project sponsors that utilized SCOG Obligation Authority Procedures in 2023 or 2024, strategies #1 or #2, by moving projects forward and obligating federal funds by July 1 of the respective calendar year.

SCHEDULE

January 28, 2025:	Non-Motorized Advisory Committee recommendations (if any) to Technical Advisory Committee on evaluation process
February 6, 2025:	Technical Advisory Committee recommends evaluation process, including evaluation criteria and weights, to Transportation Policy Board
February 19, 2025:	Transportation Policy Board discusses Technical Advisory Committee recommendation on proposed evaluation process and releases evaluation process for public review and comment
February 21–March 7, 2025:	Tentative public comment period on proposed evaluation process
March 19, 2025:	Transportation Policy Board approves evaluation process, after consideration of any public comments received
March 21–April 4, 2025:	Applications submitted to SCOG
April 7–18, 2025:	Evaluation of applications
April 17, 2025:	Project presentations to Technical Advisory Committee from project sponsors
April 18, 2025:	Project evaluations due to SCOG from Technical Advisory Committee
April 22, 2025:	Non-Motorized Advisory Committee recommendations (if any) to Technical Advisory Committee on project selection
May 1, 2025:	Technical Advisory Committee recommends project selection to Transportation Policy Board
May 21, 2025:	Transportation Policy Board discusses Technical Advisory Committee recommendation on proposed project selection and releases project selection for public review and comment
May 23–June 6, 2025:	Tentative public comment period on recommended project selection from Technical Advisory Committee
June 18, 2025:	Transportation Policy Board makes project-selection decision, after consideration of any public comments received

REGIONAL PROJECT SELECTION AND PROGRAMMING AT THE SKAGIT COUNCIL OF GOVERNMENTS

The Skagit Council of Governments (SCOG) is the federal designated metropolitan planning organization and state designated regional transportation planning organization in Skagit County. SCOG has many transportation duties in accordance with federal and state requirements. One SCOG duty is selecting projects to receive federal funding – determining which projects are competitively “selected” to receive certain federal funds allocated by the Washington State Department of Transportation (WSDOT). Another duty of SCOG is maintaining a six-year list of projects programmed in a Regional Transportation Improvement Program.

This memorandum describes the applicable federal funding sources and regional project selection programming processes. Also included are a series of frequently asked questions about project selection and programming at SCOG.

FEDERAL FUNDING SOURCES

There are three federal funding sources that SCOG utilizes to select projects. A local match is typically required of 13.5%, with 86.5% of a project federally funded. The funding sources are as follows:

- **Surface Transportation Block Grant Program (STBG)**

By far the largest source of federal funds available for project selection, the Surface Transportation Block Grant Program is also an extremely flexible funding source which provides for a wide variety of transportation projects.

The 2024 STBG allocation in the Skagit region is \$1,948,904. Allocations vary year to year, but have been approximately \$2 million for several years.

Examples of eligible STBG projects include: roadway maintenance and preservation; roundabouts; bridges; tunnels; signalized intersections; new roadways; ferry boats and terminals; bicycle and pedestrian improvements; Americans with Disabilities Act transition plan implementation activities; natural infrastructure; wildlife crossings; travel and tourism enhancements; and electric vehicle charging infrastructure.

A fact sheet for STBG is located [here](#).

- **Transportation Alternatives Set-Aside (TA)**

Transportation Alternatives is a set-aside from the Surface Transportation Block Grant Program, and is much more limited than STBG in the level of funding and types of eligible projects. TA projects are often focused on nonmotorized transportation and tend to be small scale given the limited funding.

The 2024 TA allocation in Skagit County is \$244,600. Allocations vary year to year, but have been approximately \$250,000 for several years. Prior to 2021, TA allocations had averaged

approximately \$150,000 for several years, but the federal Infrastructure Investment and Jobs Act, enacted in 2021, increased funding substantially for this program starting in 2022.

Examples of eligible TA projects include: pedestrian and bicycle facilities; turnouts, overlooks and view areas; conversion of abandoned railroad to nonmotorized uses; historic preservation; vegetation management; archeological activities relating to transportation project impacts; Americans with Disabilities Act transition plan implementation activities; environmental mitigation activities; and safe routes to school.

A fact sheet for TA is located [here](#).

- **Carbon Reduction Program (CR)**

The Carbon Reduction Program was introduced in 2021 via the federal Infrastructure Investment and Jobs Act, and is much newer than the other two federal funding sources. SCOG has only selected projects under this program once. CR projects support the reduction of transportation emissions, and like TA projects are small scale due to limited funding available through this program.

The 2024 CR allocation in Skagit County is \$278,414. Allocations vary year to year, but have been approximately \$275,000 for several years.

Examples of eligible CR projects include: replacing street lighting and traffic control devices with energy-efficient alternatives; electric vehicle charging infrastructure; purchase of zero-emission construction vehicles; advancement of port electrification; infrastructure-based intelligent transportation systems capital improvements; reducing impacts of freight movement; and TA projects, including facilities for pedestrians, bicyclists and other nonmotorized forms of transportation.

A fact sheet for CR is located [here](#).

REGIONAL PROJECT SELECTION PROCESS

SCOG does not award funds to transportation projects. SCOG selects projects for funding, and the “award” occurs later when project sponsors enter into an agreement with WSDOT to utilize the funds. These local agency agreements are necessary for local governments to utilize funding for any particular transportation project. The agreement process for tribal governments can vary.

In order to be selected by SCOG, projects go through a regional competitive process where they are evaluated against other projects in the Skagit region. The Transportation Policy Board, a governing body of SCOG, selects projects for funding through this process. These funds may not be moved to another project of a project sponsor. Any federal funding that is not utilized is returned to the regional project selection process (regional funding pot) to be allocated to other transportation projects.

SCOG typically selects projects for funding every two years and programs projects in the Regional Transportation Improvement Program following project selection.

REGIONAL PROGRAMMING PROCESS

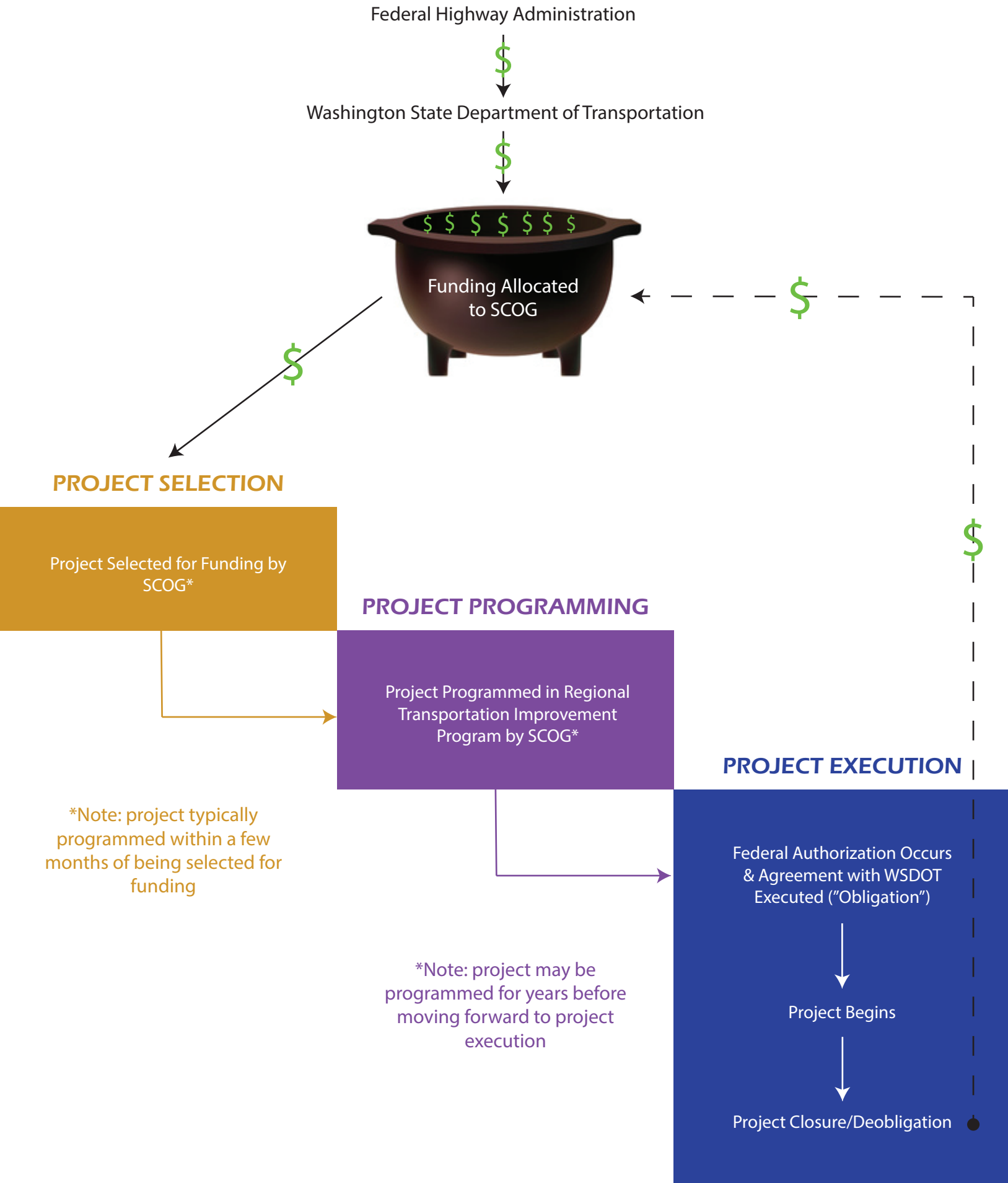
In addition to project selection, another duty of SCOG is to prepare and regularly amend a Regional Transportation Improvement Program (RTIP). The RTIP is a six-year list of projects that is “fiscally constrained by year” in the first four years – meaning funds programmed to projects in the RTIP cannot exceed what SCOG reasonably anticipates will be available in the Skagit region during the first four years of the six-year period. The last two years of the RTIP are not required to be fiscally constrained by year.

Once projects are programmed, they can “obligate” funding – which for local governments means they enter into an agreement with WSDOT to utilize the funds after federal authorization. Projects can be deprogrammed (removed from the RTIP) by the Transportation Policy Board and funding for projects can be deobligated, which most often occurs when a project sponsor turns back funds or closes a project. Returning federal funds often occurs when a project is completed and did not require all federal funding anticipated. Deobligation can also occur if a project remains inactive for too long or is canceled by the project sponsor. Deobligated or returned funds go back to the regional project selection process.

The RTIP is primarily composed of projects that have federal funding from the Federal Highway Administration or Federal Transit Administration. Projects that are deemed “Regionally Significant” by SCOG are also programmed in the RTIP. SCOG prepares a new RTIP every year and amends the RTIP nearly every month. Amendments provide the opportunity to add, remove or revise projects that are programmed.

Figure 1 is a graphic representation of the project selection and programming processes at SCOG.

Figure 1: Regional Project Selection and Programming Processes



FREQUENTLY ASKED QUESTIONS

Frequently asked questions follow. These questions are often received by SCOG staff and are related to the project selection and programming processes.

- **Question: If our local priorities change, can a project sponsor move federal funds to another project from the project that was selected by SCOG?**

Answer: No, funding for projects selected by SCOG for federal funding cannot move that funding to another project. The project was selected through a competitive process with other projects, and was selected for funding by SCOG's Transportation Policy Board.

- **Question: If a project is no longer a local priority, what happens to the federal funds obligated for the project?**

Answer: If the project is no longer a local priority, the project sponsor should coordinate with WSDOT to deobligate the federal funds. After deobligation, those federal funds would return to the regional pot and may adversely affect the region's ability to meet its obligation target. Coordination with SCOG staff on timing of deobligation would be important to limit negative impacts to the Skagit region, including the potential loss of federal funding.

- **Question: What are potential consequences for a project sponsor if a project is no longer a local priority?**

Answer: The project sponsor loses federal funding for the project, and may have to repay federal funds that have already been spent on the project to WSDOT. The applicable local agency agreement with WSDOT should dictate what occurs with federal funding for the project, including any repayment. Project sponsor repayment could include repaying federal funds used for any earlier phase of the project.

- **Question: What are potential consequences for the Skagit region if a project sponsor returns federal funding?**

Answer: Returning federal funds could result in the Skagit region losing federal funding, depending primarily on the timing of any deobligations and the ability of other projects to move forward and obligate federal funding quickly, covering any gap that is created when a project has federal funds turned back.

- **Question: If my jurisdiction obligates funding for a project phase, how long do I have to obligate the next phase?**

Answer: See the applicable local agency agreement with WSDOT for the answer to this question. Typically, after a preliminary engineering phase receives federal authorization, it has ten years to obligate the next phase¹ (i.e. right of way if applicable, or construction). Not obligating future

¹ Changes in federal law made through the Infrastructure Investment and Jobs Act eliminated a requirement for states to repay federal funds under 23 USC 102(b) "Engineering Cost Reimbursement". Project sponsors should reach out to WSDOT to ascertain applicability to any specific project.

phase(s) in time could mean that federal funds need to be repaid to WSDOT by the project sponsor. Repaid funds return to the regional pot.

- **Question: What are the local match requirements for a project?**

Answer: Match varies by federal funding source, and often varies between different federal operating administrations (e.g. Federal Highway Administration vs. Federal Transit Administration). The federal funding that SCOG uses to select projects for funding requires a 13.5% local match as a minimum, with the remaining 86.5% federal funds. In limited circumstances, other state or federal sources can be used to fulfill match requirements.

An example of the federal/local split, using a \$100,000 project, is \$86,500 federal (86.5%) and \$13,500 local (13.5%).

- **Question: What happens if my local jurisdiction finishes a project and does not utilize all the federal funds allocated to the project?**

Answer: If the project was selected by SCOG to utilize federal funds, STBG/TA/CR funds return to the regional pot to be used by other projects. Future project selections utilize these returned funds for projects competitively selected by SCOG in the Skagit region.

- **Question: What is an obligation authority target, and how does that relate to my jurisdiction's project?**

Answer: SCOG is provided a regional obligation authority target every year by WSDOT for STBG, TA and CR funds. The target consolidates funding available for these three programs for the federal fiscal year, and is often received by SCOG early each calendar year. The Skagit region is expected to obligate no less than this target every year. Not exceeding this target every year puts the Skagit region at risk of losing federal funds.

Washington state also has a target that needs to be achieved every year in order to not lose federal funds. Any funds lost by Washington could be reallocated among other states. This target-setting process applies statewide and many different organizations coordinate to deliver projects to help meet regional targets and the overall statewide target.

Each project in the Skagit region that obligates STBG, TA or CR funds contributes toward meeting this regional obligation authority target. Projects that deobligate funding, which can occur due to the project being closed out or due to inactivity of the project, can contribute toward SCOG not meeting the regional obligation authority target.

PROJECT APPLICATION FORM

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

TRANSPORTATION ALTERNATIVES SET-ASIDE

CARBON REDUCTION PROGRAM

Project Title:

GENERAL PROJECT INFORMATION

Date of Submittal:

Organization:

Applicant Name, Title:

Applicant Phone Number:

Applicant Email Address:

PROJECT INFORMATION

Accurately describe project. If selected for funding, SCOG will ensure project descriptions programmed in the Regional Transportation Improvement Program are consistent with this application, and any additional project materials submitted as part of this project selection process. All eligibility criteria must be met at the time of application. Projects that do not meet eligibility criteria under any of the federal programs considered for this project selection will be removed from consideration.

Project Location:

Is the project sponsor requesting Urban Area or Rural Area funding? Urban Area Rural Area
(use this [map](#) to determine applicable geography)

Federal Functional Classification (use this [map](#)):

Beginning Termini:

Ending Termini:

Project Length (in miles):

Has the project been submitted to SCOG in the web based STIP software? Yes
STIP ID:

Project Description

Include the project scope, purpose, and brief comparison of existing and proposed conditions (5,000 characters maximum).

DRAFT

PLANNING & PUBLIC INVOLVEMENT

Is this project included in the project sponsor’s long-range plan? Yes No

Project ID: Provide hyperlink to document: Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Is this project identified in the project sponsor’s six-year comprehensive transportation program, capital improvement program, or equivalent? Yes No

Project ID: Provide hyperlink to document: Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Date of public meeting(s) in which the documents identified above were approved by the project sponsor’s governing body:

What project in the [Skagit 2045 Regional Transportation Plan](#) (pages 66-73) is this project implementing, if any? ID #:

PROPOSED SCHEDULE

PE/PL/ Other	RW	CN
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Earliest possible obligation date (mm/yyyy)

Estimated completion date (mm/yyyy)

ATTACHMENTS

Applicant has included:

- Vicinity Map
- Signed [Project Endorsement Form](#)
- Cost Estimate
- Typical Section (if applicable)
- Written Concurrence (if project is within or connects to right of way of another organization)
- Written acknowledgment from Skagit Transit (if project is located on fixed-route transit line)

COST SUMMARY

A. Previous obligations (all fund sources, all phases)	\$	Federal funding is requested for the following phases (check all that apply):
Fund Source:	\$	
Fund Source:	\$	
Fund Source:	\$	
B. Requested federal funds	\$	<input type="checkbox"/> Preliminary Engineering/Design <input type="checkbox"/> Right-of-way <input type="checkbox"/> Construction <input type="checkbox"/> Other (planning, etc.)
C. Other secured federal funds. Source:	\$	
D. Other secured state funds. Source:	\$	
E. Secured local funds (minimum 13.5%). Source:	\$	
F. Secured private funds. Source:	\$	
G. Other planned phases	\$	
H. Total estimated project cost (all phases).	\$	

Describe funding request for each phase, including federal amount requested for each phase from SCOG and match for each phase.

Additional cost summary notes (optional, 1,000 characters):

Describe the commitment of secured matching funds and the status of obtaining any unsecured funds. (Note: Matching funds must be available at the time of fund obligation. 1,000 characters)

ECONOMIC VITALITY 10 MAXIMUM

CONSISTENCY WITH ECONOMIC DEVELOPMENT PLAN 2

Is project consistent with an adopted economic development/revitalization plan or other plan with an economic development component? If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

FREIGHT NETWORK 5

Is the project located on, or intersect with, the Freight and Goods Transportation System?
 (use this [map](#))

- T-1 5
- T-2 4
- T-3 3
- T-4 2
- T-5 1

- R-1 5
- R-2 4
- R-3 3
- R-4 2
- R-5 1

- W-1 5
- W-2 4
- W-3 3
- W-4 2
- W-5 1

PRIVATE PARTNER FUNDS 2

Have private partners pledged funding to this project? If so, how much? \$

(1 point per 2% of total amount of federal funds requested.)

Note: this does not include traffic impact fees and/or any funds identified as local match.

To receive points in this category, project sponsor must include signed pledge sheet from private partner(s) with pledged funding level.

ENVIRONMENTAL JUSTICE 4

- Is project within 100 feet of low-income census tract? (SCOG will perform this analysis)2
- Is project within 100 feet of minority census block? (SCOG will perform this analysis)2
- Does this project meet an identified need of an Environmental Justice minority or low-income protected population? This must be demonstrated by a formal letter of support by a service provider of Environmental Justice protected population(s). (Include letter of support with application)4

EXISTING AND FUTURE DEVELOPMENT (SCOG WILL PERFORM THIS ANALYSIS) 4

Project is located in area of significant existing employment or future employment growth. For the 2018 measure, submitted projects will be divided into thirds based on highest rate of existing employment per acre in the transportation analysis zones the project is within. For the 2045 measure, submitted projects will be divided into thirds based on the number of new jobs per acre in the transportation analysis zones the project is within. Project will receive points for the highest point-value geography it is within. Scores will not be combined; the project will receive the highest score from 2018 Employment Density or the 2045 Employment Growth Density.

2018 Employment Density

- Low Density0
- Medium Density2
- High Density4

2045 Employment Growth Density

- Low Density0
- Medium Density2
- High Density4

SAFETY 25 MAXIMUM

SAFETY PLANS 5

- Is the project included in an adopted local road safety plan?5

If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Is the project included in an adopted transit safety plan?5

If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Is the project included in another adopted safety plan?5

If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Note: to receive credit for the safety countermeasures listed below, they must be included in the project description submitted in SecureAccess Washington, the web based STIP software.

FEDERAL HIGHWAY ADMINISTRATION PROVEN SAFETY COUNTERMEASURES 20

List each [Federal Highway Administration proven safety countermeasure](#) the project includes (up to five total excluding safety plans, which are included in a previous safety subsection):

-4
-4
-4
-4
-4

NON-ROADWAY SAFETY COUNTERMEASURES 20

For non-roadway projects, list each [bicycle safety](#) and [pedestrian safety](#) countermeasure the project includes (up to five total excluding safety plans, which are included in a previous safety subsection):

-4

- 4
- 4
- 4
- 4

MOBILITY 15 MAXIMUM

NETWORK DEVELOPMENT

- Does this project improve a route that is proximate and parallel to regional network corridor? This must be demonstrated by a formal traffic study. (Include traffic study with project submittal.)2
- Does this project improve transit access and/or amenities on a current or planned Skagit Transit fixed route? (Include letter from transit agency to verify.)3
- Does this project include provisions for data collection (e.g. transit ridership, vehicular counts, bicycle counts, pedestrian counts)?2

Note: to receive credit for the features listed below, they must be included in the project description submitted in SecureAccess Washington, the web based STIP software.

- Does this project include bicycle wayfinding?2
- Does this project include a paved, separated trail?4
- Does this project add or improve sidewalks/walkways for at least 50% of the total project length?2
- Does this project include bicycle lanes for at least 50% of the total project length (must include clear designation such as signage and/or pavement markings)?2
- Does this project include a signal or roundabout at an existing unsignalized intersection?6

REGIONAL NATURE 10 MAXIMUM

REGIONALLY SIGNIFICANT PROJECTS 10

- Is this project included in the Skagit 2045 Regional Transportation Plan (use this [map](#))?10

NON-REGIONALLY SIGNIFICANT PROJECTS 10

- Is this project located on the regional transportation system (use this [map](#))?10

PROJECT READINESS & FUNDING 15 MAXIMUM

PROJECT READINESS 8

- Environmental permits approved or categorically excluded (include applicable documentation)....2
- PS&E package complete or unnecessary (include applicable documentation)3
- Right-of-way acquisition complete or unnecessary (include applicable documentation)3

PROJECT FUNDING (SCOG WILL SCORE THIS SUBSECTION) 7

- Other secured or previously obligated funding (other than required match and private investment, 1 point per source)0-4
- More than 13.5% local match (1 point per additional 5%)0-3

PRESERVATION & MAINTENANCE 15 MAXIMUM

IMPROVEMENT TYPE 5

For roadway projects, what is the project’s improvement type in SecureAccess Washington, the web based STIP software? (100 characters maximum, SCOG will score)0-5

For non-roadway projects, describe maintenance and preservation components of the project. (100 characters maximum, SCOG will score)0-5

PRESERVATION 5

- Does this project improve or sustain the condition of an existing transportation facility, restoring it to a state of good repair?5

MAINTENANCE 5

- Does this project include routine or preventative maintenance of a transportation facility?5
- Does this project extend the useful life of an existing transportation facility?5

Does this project implement an element of the organization’s adopted asset management plan, or other adopted maintenance-related plan, program or strategy?.....5

If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

TECHNICAL ADVISORY COMMITTEE PRIORITY 10 MAXIMUM

The TAC will rank the submitted projects relative to each other based on the anticipated regional benefit of each project. The top ranked project will receive 10 points; the second ranked project will receive 9 points, etc. Projects not ranked in the top 10 will receive zero points.

PROJECT DELIVERY BONUS +5 POINTS

This criterion is consistent with adopted SCOG Regional Transportation Improvement Program Procedures for the Obligation Authority Process.

PROJECT DELIVERY BONUS (SCOG WILL SCORE THIS SECTION) 5

In 2021 or 2022, did the project sponsor move a project forward using Gap Strategy #1 or #2 from the SCOG Obligation Authority Process, and obligate the project’s federal funding by August 1 of the respective calendar year?5

CONTINGENCY LIST PROJECT APPLICATION FORM

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

TRANSPORTATION ALTERNATIVES SET-ASIDE

CARBON REDUCTION PROGRAM

The SCOG Transportation Policy Board has given direction to prepare a contingency list of projects that can easily move forward if the region is expected to fall short of its annual obligation target. Because of their ability to quickly obligate funding with relatively short notice, project sponsors are encouraged to submit proposals for projects that can obligate in fewer than six (6) weeks. **Selection of the project to be included in the contingency list does not guarantee that it will be funded.** Project sponsors may also submit the proposed project as part of the Call for Projects that will select projects for funding.

Project Title:

GENERAL PROJECT INFORMATION

Date of Submittal:

Organization:

Applicant Name, Title:

Applicant Phone Number:

Applicant Email Address:

PROJECT INFORMATION

Accurately describe project. If selected for funding, SCOG will ensure project descriptions programmed in the Regional Transportation Improvement Program are consistent with this application, and any additional project materials submitted as part of this project selection process. All eligibility criteria must be met at the time of application. Projects that do not meet eligibility criteria under any of the federal programs considered for this project selection will be removed from consideration.

Project Location:

Is the project sponsor requesting Urban Area or Rural Area funding? Urban Area Rural Area
(use this [map](#) to determine applicable geography)

Federal Functional Classification (use this [map](#)):

Beginning Termini:

Ending Termini:

Project Length (in miles):

Has the project been submitted to SCOG in the web based STIP software? Yes

STIP ID:

Project Description

Include the project scope, purpose, and brief comparison of existing and proposed conditions (5,000 characters maximum).

DRAFT

PLANNING & PUBLIC INVOLVEMENT

Is this project included in the project sponsor's long-range plan? Yes No

Project ID: Provide hyperlink to document: Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Is this project identified in the project sponsor's six-year comprehensive transportation program, capital improvement program, or equivalent? Yes No

Project ID: Provide hyperlink to document: Page number:

If no hyperlink is available, provide program in email attachment with application materials.

Date of public meeting(s) in which the documents identified above were approved by the project sponsor's governing body:

What project in the [Skagit 2045 Regional Transportation Plan](#) (pages 66-73) is this project implementing, if any? ID #:

PROPOSED SCHEDULE

PE/PL/ Other	RW	CN
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Earliest possible obligation date (mm/yyyy)

Estimated completion date (mm/yyyy)

ATTACHMENTS

Applicant has included:

- Vicinity Map
- Signed [Project Endorsement Form](#)
- Cost Estimate
- Typical Section (if applicable)
- Written Concurrence (if project is within or connects to right of way of another organization)
- Written acknowledgment from Skagit Transit (if project is located on fixed-route transit line)

COST SUMMARY

A. Previous obligations (all fund sources, all phases)	\$	Federal funding is requested for the following phases (check all that apply):
Fund Source:	\$	
Fund Source:	\$	
Fund Source:	\$	
B. Requested federal funds	\$	
C. Other secured federal funds. Source:	\$	<input type="checkbox"/> Preliminary
D. Other secured state funds. Source:	\$	<input type="checkbox"/> Engineering/Design
E. Secured local funds (minimum 13.5%). Source:	\$	<input type="checkbox"/> Right-of-way
F. Secured private funds. Source:	\$	<input type="checkbox"/> Construction
G. Other planned phases	\$	<input type="checkbox"/> Other (planning, etc.)
H. Total estimated project cost (all phases).	\$	

Describe federal funding request for each phase including federal amount requested for each phase from SCOG and match for each phase.

Additional cost summary notes (optional, 1,000 characters):

Describe the commitment of secured matching funds and the status of obtaining any unsecured funds. (Note: Matching funds must be available at the time of fund obligation. 1,000 characters)

PROJECT PRIORITIZATION CRITERIA

1. What is the regional issue the project will address?
2. What is the desired outcome from the project?
3. Does the project address an issue identified the Skagit 2045 Regional Transportation Plan?
 Yes No If Yes, which issue?
4. What is the project's expected level of regional impact?
5. Can the project reasonably obligate funding in six (6) weeks if necessary?

PROJECT ENDORSEMENT FORM

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM TRANSPORTATION ALTERNATIVES SET-ASIDE CARBON REDUCTION PROGRAM

Project Title:

The attached project application reflects established funding priorities consistent with adopted plans and/or programs.

The project described is financially feasible, local match revenue is available and will be committed to the project if it receives requested federal funding.

Costs identified in the application represent accurate estimates needed to accomplish the work described herein. Any cost overruns are the responsibility of the project sponsor. All features claimed in the project application will be included in the final project.

The use of federal funds for this project entails administrative and project compliance for which the project sponsor will be responsible.

This project has the full endorsement of the governing body/leadership of this organization.

Name of Organization

Name and Title of Authorized Representative

Signature of Authorized Representative

Date