



# TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM (TA) FUNDING APPLICATION

A continuation of the Surface Transportation Block Grant, TA funding is by contract authority from the Highway Trust Fund, subject to the overall federal-aid obligation limitation determined by the Federal Highway Administration (FHWA). Projects must support surface transportation, be competitively solicited, and comply with the provisions of the FDOT Work Program Instructions and the Bipartisan Infrastructure Law (BIL), enacted as the Infrastructure Investment and Jobs Act (IIJA) [§ 11109; 23 United States Code (U.S.C.) 133(h)]. District representatives may be [contacted](#) for guidance.

## PART 1 – APPLICANT INFORMATION

- 1. Applicant Agency Sponsor Type.** Select the box indicating the agency of the person who can answer questions about this project proposal. Then complete applicable text fields. Note: State-recognized non-profit agencies may partner with an eligible governmental entity but are not eligible as a direct grant recipient.

Checkbox next to each of the following types of agencies that do not indicate text field. Document allows one selection.

Local government (e.g., county, city, village, town, etc.).

Regional transportation authority or transit agency.

Natural resource or public land agency.

School district, local education agency, or school (may include any public or nonprofit private school). Projects should benefit the public and not just a private entity.

Recognized Tribal Government.

Other local or regional governmental entity with oversight responsibility for transportation or recreational trails, consistent with the goals of 23 U.S.C. 133(h).

Metropolitan / Transportation Planning Organization / Agency (collectively MPO) (only for urbanized areas with less than 200,000 population).

FDOT (only by request of another eligible entity, then enter the requesting entity). If “checked”, enter the requesting entity in the space provided.

- 2. Agency name of the applicant.**

- 3. Agency contact person's name and title.**

- 4. Agency contact person's telephone number and email address.**

## PART 2 – LOCAL AGENCY PROGRAM (LAP) CERTIFICATION

LAP is FDOT's primary mechanism to provide governmental subrecipients with federal funds to develop transportation infrastructure facilities through cost-reimbursement (grant) agreements. This legal instrument (the grant agreement) will describe intergovernmental tasks to be accomplished and the funds to be reimbursed for selected projects. The FDOT Local Programs Manual and FDOT Procedure 525-010-300 provides details for local agencies to complete a certification process that is a risk-based assessment evaluating whether they have sufficient qualifications and abilities "to undertake and satisfactorily complete the work" for infrastructure projects. Non-profit organizations are not eligible for LAP certification, local agencies are not eligible for certification of Project Development and Environment (PD&E) or Right-of-Way (ROW) acquisition phases. FDOT is required to provide oversight on fee-simple and less-than-fee ROW acquisition phases, including license agreements, encroachment agreements, perpetual easements, temporary construction easements, and donations.

### LAP Full Certification

Provide:

Approval Date: \_\_\_\_\_ and Expiration Date: \_\_\_\_\_

Responsible Charge Name: \_\_\_\_\_

### LAP Project Specific Certification

Provide:

Approval Date: \_\_\_\_\_ Project FM(s) Number: \_\_\_\_\_

Responsible Charge Name: \_\_\_\_\_

### Not LAP Certified – A LAP Certified Agency will deliver the project on behalf of the uncertified Agency.

Provide:

Sponsoring  
Agency Name: \_\_\_\_\_

Contact  
Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

### Not LAP Certified - FDOT District will administer the project.

Provide:

FDOT Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_

### Not LAP Certified – the Agency will become LAP certified 1 year prior to the delivery of the LAP project.

### Not Applicable – this is a Non – Infrastructure Project.

## PART 3 – PROJECT INFORMATION

1. **Project Name / Title:**
  
2. **Is this a resubmittal of a previously unfunded project?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the year(s) of submittal(s) and include project title(s), if different, in the space provided.  
Yes      No
  
3. **Does this project connect a previously funded project(s)?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the Financial Management (FM) number(s) and provide a brief description of the other related FDOT-funded phases that are complete, underway, or in the FDOT 5-year Work Program.  
Yes      No
  
4. **Is funding requested for this same project from another source administered by FDOT?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate funding source(s) / application(s) submitted. NOTE: Contact your district representative to discuss if this same project is partially funded in the 5-year Work Program or if FDOT has received another application for funding it.  
Yes      No
  
5. **What are you proposing in this application?** In 200 words or less, provide a description of the project and what it will accomplish. The description should allow a person without prior knowledge of the project to clearly understand it. Summarize the purpose, need, project attributes, the relationship to surface transportation, how the project improves safety, and expected benefits.

**REQUIRED UPLOAD: PROJECT INFORMATION SUPPORTING DOCUMENTATION** including 1) Scope of Work clearly describing the purpose and need for this project and the desired outcome; detailed description of the existing conditions; and detailed description of the proposed project and major work item improvements (e.g., project limits (begin / end), width of sidewalks or trails and other components, materials, drainage, lighting, signing and pavement markings, etc.). 2) Intent to enter into a cost reimbursement agreement for delivering the project. 3) Signed PROJECT CERTIFICATION from the maintaining agency confirming the applicant is authorized to submit the proposal, the information is accurate, intent to enter into a Memorandum of Understanding or Interagency Agreement for ongoing operations and maintenance of the improved facility, and compliance with all federal and state requirements.

## PART 4 – PROJECT LOCATION

1. Indicate the municipality(ies) of the project location.

2. Indicate the county(ies) of the project location.

### 3. Roadway Classification

Yes      No      State roadway (on-system)

Yes      No      Federal roadway

Yes      No      Local roadway (off-system)

4. Indicate the roadway name(s) [including applicable state, federal, county road number(s), local roadway name, and roadway identification number (e.g., SR 5 / US 1 / CR 904 / Overseas Highway / ID number: 90040000)].

5. Indicate the roadway beginning project limits (south or west termini), mile points, and crossroads at each end of each listed segment.

6. Indicate the roadway ending project limits (north or east termini), mile points, and crossroads at each end of each listed segment.

7. Indicate the total project length, in miles and linear feet.

8. Does the project involve the Florida Shared-Use Nonmotorized (SUN) Trail network? If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the trailway identification number, beginning and ending mile points.

Yes      No

9. Within the next five years, are non-FDOT funds being expended within the limits or adjacent to the proposed project? If not, select “no” and indicate N/A in the space provided. If so, select “yes”, and briefly explain.

Yes      No

## PART 5 – PROJECT TYPE

NOTE: Certain areas may not be prioritizing Non-infrastructure (NI) proposals or all eligible infrastructure activities (or may recommend bundling activities together). Contact your district representative for guidance.

**1. PROJECT CATEGORY** Select one box that best represents the project proposal. Then, complete either the “Infrastructure” or “NI” selections.

**A. Infrastructure.** If so, select “yes”, then select the most appropriate “infrastructure” eligible activity from listing below. (Pages range 5-6)

**B. Non-infrastructure (NI).** If so, select “yes”, then select the most appropriate NI eligible activity from the listing following the Infrastructure activities. (Page range 7)

### 5-A. INFRASTRUCTURE ELIGIBLE ACTIVITY

Select one box that best represents the project proposal. As applicable, complete infrastructure eligible text fields.

**Pedestrian and / or Bicycle facilities** (Select this box for construction, planning, and design of off-road trail facilities or on-road facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation).

**Safe Routes for Non-Drivers** (Select this box for construction, planning, and design of infrastructure related projects and systems that provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs).

**Conversion of Abandoned Railway Corridors to Trails** (Select this box for conversion and use of abandoned railroad corridors into trails for pedestrians, bicyclists, or other nonmotorized transportation users).

**Scenic Turnouts and Overlooks** (Select this box for construction of turnouts, overlooks, and viewing areas). If “yes”, list any Florida Scenic Byways visible from the project or indicate N/A in text field.

**Outdoor Advertising Management** (Select this box for inventory, control, or removal of outdoor advertising). If “yes”, list any Florida Scenic Byways within the project limits or indicate N/A in text field.

**Historic Preservation and Rehabilitation of Historic Transportation Facilities** (Select this box for historic preservation or rehabilitation of historic transportation facilities). If “yes”, list any locally designated or National Register of Historic Places listed or eligible resources or indicate N/A in the text field.

**Vegetation Management** (Select this box for vegetation management in public transportation ROW to improve roadway safety, prevent invasive species, and erosion control). If “yes”, list any Florida Scenic Byways within the project limits, or indicate N/A in text field.

**Archaeological Activities** (Select this box for archaeological activities related to impacts from transportation projects funded by FHWA). If “yes”, list the State Site Number (aka Site File Number) for the archaeological site, or indicate N/A in the text field.

**Stormwater Mitigation** (Select this box for environmental mitigation activities addressing stormwater management, control, and water pollution prevention or abatement related to transportation projects).

**Wildlife Management** (Select this box for wildlife mitigation and reduction of wildlife mortality, or to restore and maintain connectivity among terrestrial or aquatic habitats).

**Boulevards** (Select this box for boulevards, defined as a walkable, low speed (35 mph or less) divided arterial thoroughfares in urban environments designed to carry both through and local traffic, pedestrians, and bicyclists. These may be high ridership transit corridors; serve as primary goods movement and emergency response routes; and use vehicular and pedestrian access management techniques that promote economic revitalization and follow FDOT Context-Based Solutions). If “yes”, list any Florida Main Street communities or Florida Trail Towns within the project limits, or indicate N/A in text field.

**Recreational Trails Program** (Select this box for recreational trails compliant with 62-S-2, Florida Administrative Code, and 23 U.S.C. 104 (b)). If “yes”, list the parks / recreational areas within the project limits, or indicate N/A in the text field.

**Safe Routes to Schools (SRTS)** [Select this box for SRTS projects, codified as 23 U.S.C. 208, that substantially improves the ability of kindergarten through 12th grade students (vulnerable road users) to walk and / or bicycle to school]. Traditionally includes sidewalks, traffic calming and speed reduction, traffic diversion improvements, pedestrian and bicycle crossings, on-street bicycle facilities, off-street bicycle facilities, and bicycle parking facilities at public schools. If “yes”, list the benefiting schools that are within two miles of the project limits; total student enrollment; approximate number of students living along the route; and the percentage of students eligible for reduced meal programs, or indicate N/A in the space provided.

**Other surface transportation eligible purpose** (Only if within urbanized areas with a population greater than 200,000). If “yes”, list the eligible activity or indicate N/A in the space provided.

Select one box that represents the project proposal. Checkbox indicating NI eligible activity. Document allows one selection.

**Vulnerable road user safety assessment as defined by Section 316.027 (b), F.S.**

**Workforce development, training and education activities that are eligible uses of TA funds.**

**SRTS projects, codified as 23 U.S.C. 208.** This NI activity must be primarily based at the school and benefit students and / or their parents and have documented support from the school(s). If "yes", list the benefiting schools; total student enrollment and students served by project; approximate number of students living along the route; and the percentage of students eligible for reduced meal programs, or indicate N/A in space provided.

**NI COMPONENTS** As applicable, insert the number of each type of proposed activity. Numerical field indicating total number NI program would provide.

Number of walk or bicycle audits.

Number of bicycle skills / safety classes.

Number of pedestrian skills / safety classes.

Number of community demonstration projects.

Number of community encouragement activities.

Number of community challenges.

Number of community workshops / stakeholder meetings.

Number of classroom / educational classes receiving pedestrian / bicycle safety instruction / education.

Number of school assemblies receiving pedestrian / bicycle safety instruction / education.

Number of training sessions to implement the SRTS program (e.g., training for volunteer walking school bus leaders, training for bicycle train leaders, etc.).

Number of after school programs receiving pedestrian / bicycle safety instruction / education.

Number of bicycle rodeos.

Number of pedestrian safety skills events.

Number of schools with walking school bus programs (defined as planned route with meeting points, a timetable, and a schedule of trained volunteers).

Number of schools with bicycle train programs (defined as a planned route with meeting points, a timetable, and a schedule of trained volunteers).

Number of student-led leadership initiatives (e.g., student patrols, peer-led learning, etc.).

## PART 6 – AREA CONDITIONS

Select applicable boxes describing the area and complete applicable text fields. Then, upload supporting documentation.

**1. Select one box that describes the geographic population size of the project area.**

- Non-Urban Area with a population of 5,000 or less
- Urban Area with a population greater than 5,000 but no more than 50,000
- Urban Area with a population greater than 50,000 but no more than 200,000
- Urban Area with a population greater than 200,000

**2. Is the project within the boundary of an MPO\*? If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the MPO in the space provided.**

Yes      No

**3. Is the project within the boundary of a Transportation Management Area (TMA)? If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the TMA in the space provided.**

Yes      No

**4. Is the project within a Rural Economic Development Initiative (REDI) community or designated as a Rural Area of Opportunity (RAO) as defined pursuant to Section 288.0656, F.S.? If not, select “no”, and indicate N/A in the space provided. If so, select “yes” and indicate the REDI / RAO in the space provided.**

Yes      No

**5. Indicate the United States Congressional District number(s) of the project location.**

**6. Will the project address transportation access by improving conditions and / or address solutions by providing mobility improvements for disadvantaged groups, underserved communities, and / or non-drivers (e.g., children, older adults, those with limited / restricted transportation options, people with health conditions or impairments, or vulnerable road users)? If not, select “no” and indicate N/A in the space provided. If so, select “yes” and briefly explain how the project improves conditions (e.g., community access point(s) and destinations the project benefits, free or reduced-priced school meals, and how SRTS projects benefit the students, etc.).**

Yes      No

**7. Are there transit stops / shelters / support facilities within the project limits? If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the identification number.**

Yes      No

**8. Is the project within a high-crash pedestrian corridor (or an area with a history of crashes involving pedestrians)?**

Yes      No

*\* Metropolitan / Transportation Planning Organization / Agency (MPO)*

**9. Is the project within a high-crash bicycle corridor (or an area with a history of crashes involving bicyclists)?**

Yes      No

**10. Would the project implement a bicycle or pedestrian action plan(s)?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and specify the name of the plan and date of adoption.

Yes      No

**REQUIRED UPLOAD: AREA CONDITIONS SUPPORTING DOCUMENTATION** (e.g., excerpt pages from adopted plans or studies, maps illustrating transit facilities and connectivity to the improvement, short statement of support with a signature of the school official and their contact information for SRTS projects, collision heat maps / crash data for area surrounding project limits, etc.).

## PART 7 – PUBLIC INVOLVEMENT

Public involvement, engagement, and collaboration is a key component of the federal project development process and must be conducted in accordance with applicable rules and regulations in the event the project is selected for funding. Indicate which of the following are applicable (Select all that apply). Complete the text field or indicate N/A in the space provided. Then, upload supporting documentation.

**1. Does the greater community support the project, as demonstrated by recently adopted proclamations or resolutions expressing commitment and public engagement?** If “yes”, explain the engagement and how the concept evolved based on public involvement. Indicate the resolution number, adoption date, and participating parties in the space provided. If “no”, indicate N/A in the space provided.

Yes      No

**2. Was the project discussed at a regularly scheduled meeting of an advisory board of an appointed group of citizens, such as bicycle pedestrian advisory groups or similar committee that provides support toward the project?** If “yes”, provide meeting information, including the date and type of advisory board meeting, and the input received. If “no”, indicate N/A in the space provided.

Yes      No

**3. Was there an advertised public meeting to discuss the project?** If “yes”, provide a brief description, including the input received, how the concept evolved based on public involvement, date, and type of meeting. If “no”, indicate N/A in the space provided.

Yes      No

**4. Do recent community surveys indicate both need and support for the project and stakeholders will continue to be engaged in the implementation of the project?** If “yes”, briefly explain. If “no”, indicate N/A in the space provided.

Yes      No

**REQUIRED UPLOAD: PUBLIC INVOLVEMENT SUPPORTING DOCUMENTATION** (e.g., resolution, proclamation, regularly scheduled meeting agenda and minutes, public meeting advertisement, community survey, letters of support, etc.).

Is the project consistent with the applicable comprehensive plan(s), transportation plan(s), capital improvement plan(s), and / or the long-term management plan(s)? [Note: Board of County Commissioners functions as MPO in nonmetropolitan areas (Section 339.135(4)(c)1, F.S.)]. If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and use the text field to explain consistency, include MPO prioritization number. If a modification is required, indicate the meeting date for adoption.

Yes      No

**REQUIRED UPLOAD: CONCURRENCY / CONSISTENCY SUPPORTING DOCUMENTATION** (e.g., supporting resolution(s), excerpt from comprehensive plan(s), transportation plan(s), capital improvement plan(s), management plan(s), prioritization list, etc.).

## PART 9 – ENVIRONMENTAL CONDITIONS

Select the boxes describing the Environmental Conditions. As applicable, complete the text field or indicate N/A in the space provided. Then, upload supporting documentation. Applicants for NI proposals may skip the Environmental Conditions section.

**1. Does the project involve lands identified by the Florida Wildlife Corridor Act of 2021 [Section 259.1055, Florida Statutes (F.S.)]?**

Yes      No

**2. Does the project involve state-owned conservation lands?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the state-owned conservation lands. NOTE: Use of state-owned conservation lands is subject to coordination by the managing entity.

Yes      No

**3. Does a railway facility exist within 1,000 feet of the project limits?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate railway facility.

Yes      No

**4. Does the project physically cross a railway facility?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and indicate the crossing’s railway identification number, and beginning and ending mile points.

Yes      No

**5. Would the project provide lighting at locations with nighttime crashes?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and describe the proposed lighting in the space provided.

Yes      No

**6. Would the project implement an adopted Americans with Disabilities Act (ADA) transition plan?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and describe proposed ADA improvements in the space provided.

Yes      No

**7. Is an Environmental Assessment for the project complete?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and describe any specific issues in the space provided.

Yes      No

**8. Is the project adjacent to locally designated or National Register of Historic Places (NRHP) listed or eligible resources?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and list resources, indicate if the resources have received Florida Department of State Historic Preservation Grant funds, and explain any preservation agreements, covenants, or easements in the space provided. If applicable, select “unknown”.

Yes      No      Unknown

**9. Are there any archaeological sites or Native American sites located within or adjacent to the project boundary?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and list State Site Number (aka Site File Number) for the sites. If applicable, select “unknown”.

Yes      No      Unknown

**10. Are there any parks, recreation areas, or wildlife / waterfowl refuges within or adjacent to the project boundary?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and list the facilities in the space provided.

Yes      No

**11. Are there any navigable waterways adjacent to or within the project boundary?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and list the navigable waterways.

Yes      No

**12. Are there any wetlands within or adjacent to the project limits?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and describe in the space provided. Include permit types required and any obtained for the project.

Yes      No

**13. Is it likely that there are protected / endangered / threatened species and / or critical habitat impacts within the project limits?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and describe in the space provided. If applicable, select “unknown”.

Yes      No      Unknown

**14. Are there any potential contamination / hazardous waste areas within or adjacent to the project limits?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and describe in the space provided. If applicable, select “unknown”.

Yes      No      Unknown

**15. Are there any noise-sensitive areas near the project area?** If not, select “no”, and indicate N/A in the space provided. If so, select “yes”, and describe in the space provided. If applicable, select “unknown”

Yes      No      Unknown

**REQUIRED UPLOAD for Infrastructure (not applicable for NI): ENVIRONMENTAL CONDITIONS SUPPORTING DOCUMENTATION** (e.g., labeled photographs on maps depicting conditions, permits, copy of the entire study or environmental assessment, excerpt pages from adopted plans, etc.).

## PART 10 – DESIGN / TYPICAL SECTIONS

Select the boxes describing the design status and complete the text fields. Then, upload supporting documentation. Applicants for NI proposals may skip the Design / Typical Section.

**1. Are signed and sealed design plans available for this project?**

Yes      No

**2. If design plans are not at 100 percent, or do not meet current standards and / or reflect existing conditions, select the box identifying the status and briefly describe in the space provided.**

No design plans      30% design plans      60% design plans      90% design plans

Other:

**3. If design is at 100 percent, indicate the date of the plans. Then, briefly describe in the space provided.**

**REQUIRED UPLOAD for Infrastructure (not applicable for NI):** Typical Section(s) depicting existing and proposed features, dimensions, and ROW lines. If there are multiple segments, provide typical sections for each. If available, provide design plans.

Select the boxes describing the Ownership / ROW Status and complete applicable text fields. Then, upload supporting documentation. Applicants for NI proposals may skip the Ownership / ROW Status section.

- 1. Is ROW acquisition, defined as obtaining property not currently owned by the Local Agency through any means (e.g., deed, easement, dedication, donation, etc.), necessary to complete this project?**

Yes      No

- 2. Explain the ROW status (owned / fee simple, leased / less-than fee, and / or needs) along the project boundary, including when ROW was obtained and how ownership is documented (e.g., plats, deeds, prescriptions, certified surveys, transfers, easements). Provide information for verifying ownership (e.g., book / page number, transfer agreements, dates, etc.). If ROW acquisition is necessary before constructing the proposed project and / or the applicant agency is not the landowner, indicate the necessary coordination with other owners for all fee-simple purchases and / or any less-than fee / lease needs (including temporary construction and / or other easements and / or permits for drainage, railroad, utilities, etc.) necessary to secure ROW certification. Indicate the proposed acquisition timeline, expected funding source, the total number of parcels, type of acquisition, limitations on fund use or availability, and who will acquire and retain ownership of proposed land.**

### **REQUIRED UPLOAD for Infrastructure (not applicable for NI): OWNERSHIP / ROW STATUS**

**SUPPORTING DOCUMENTATION** including applicable ROW Certification including ownership verification documenting site control and related landowner supporting documentation. Site control documents must include an adequate legal description of the parcel(s) comprising the project site, such that staff can compare it to the boundary map submitted with the application and evaluate whether there is control of the project site (e.g., ROW Certification, ROW maps, plats, warranty deeds, prescriptions, certified surveys, easements, use agreement, etc.). Maps should clearly show the location of each ownership in relation to the project boundary and / or limits. NOTE: provide map documentation on 8.5" x 11" scale. DO NOT provide reduced copies of original plats and or maps that cannot be read at scale. If applicable, an exhibit visually depicting the new ROW anticipated for the project, together with a spreadsheet providing the tax identification number(s) of each impacted parcel and the approximate size of the new acquisition area for each impacted parcel.

## PART 12 – PROJECT IMPLEMENTATION AND COSTS

Complete either the Infrastructure Table Summary with the overall project programming (phases, schedule, and estimated costs for the proposed work) or the NI Cost Narrative Table. Then, upload supporting documentation.

Not all phase types may be eligible for TA funds, and not all areas prioritize all phases. Local agencies are responsible for covering all unanticipated cost increases, including but not limited to price inflation and increases in the cost of construction; account for them using local funds. FDOT does not allow programming TA funds for contingency costs. The local agency must have the ability to pay for non-participating costs (e.g., utility relocation). Chapter 337.14, F.S. prohibits an entity from performing both design services and construction engineering inspection services (CEI) for a project wholly or partially funded by the FDOT and administered by a local government entity.

### REQUIRED UPLOAD: PROJECT IMPLEMENTATION AND COSTS SUPPORTING DOCUMENTATION.

- 1) Either provide a detailed engineer cost estimate if the project is designed or if the project has not been designed or is a NI project, provide a detailed opinion of probable costs (including all pay items and a timeline for deliverable).
- 2) As applicable, letter from local agency budget office committing local funds to the project.

\*\*\* Note: Applications for NI Projects to skip to page 15.\*\*\*

Infrastructure Project Phases / Work Types	Select phase(s) included in this request	INFRASTRUCTURE Table Summary Overall Project Programming (Cost Summary and Schedule)						Total Cost Estimate (\$)	
		Schedule (Month/Year)		Funding sources and costs (\$)					
		Start (mm/yy)	End (mm/yy)	TA Program (\$)	Other Federal (\$)	Non-Federal / Local Funds	Other (\$)		
Planning Development (Corridor or Feasibility)									
PD&E									
Preliminary Engineering / Design (PE)									
Environmental Assessment (associated with PE)									
Permits (associated with PE)									
ROW									
Construction									
CEI									
Other costs (describe)									
Total Infrastructure Project Cost Estimate									

**\*\*\* Note: applications for infrastructure projects do not need to fill out this page\*\*\*****NI Cost Narrative Table**

Below each item, explain how the item will support the program, and other appropriate details.

<b>Budget Item</b>	<b>Requested Funds</b>
<b>Personnel Services</b> (List titles and totals in first boxes below) In Narrative, include numbers of hours, hourly rates, who this person is, and whether it's a new position or new hours and duties added to an existing position.	
Narrative:	
Narrative:	
Narrative:	
<b>Expenses</b>	
Materials and Supplies:	
Educational items:	
Promotional Items:	
Other Expenses:	
<b>Operating Capital Outlay</b>	
Equipment:	
<b>Total NI Project Cost Estimate</b>	

## RESOURCES



FDOT Transportation Alternatives Program:

<https://www.fdot.gov/planning/systems/systems-management/tap>

FDOT Local Programs Manual:

<https://www.fdot.gov/programmanagement/lap/lap-toc.shtm>

FDOT Office of Environmental Management PD&E Manual:

<https://www.fdot.gov/environment/pubs/pdeman/pdeman-current>

FDOT Context-Based Solutions

<https://www.fdot.gov/roadway/context-based-solutions>

Florida Safe Routes to School Guidelines:

<https://www.fdot.gov/safety/2A-Programs/Safe-Routes.shtm>



## TRANSPORTATION ALTERNATIVES PROGRAM CERTIFICATION OF PROJECT SPONSOR

**PROJECT NAME:**

**LOCATION:**

**PROJECT LIMITS:** (from south or west limit)

(to north or east limit)

By checking the box you agree to do the following:

Enter into a maintenance agreement with the Florida Department of Transportation (FDOT), as necessary, prior to the design phase.

Comply with the **Federal Uniform Relocation Assistance and Acquisition Policies Act** for any Right of Way actions required for the project.

Provide any required funding match, incur any additional expenses beyond the approved project costs in the LAP agreement, and are responsible for any non-participating items (e.g. utility relocations).

Pursue or retain LAP certification and enter into a LAP agreement with FDOT.

Comply with NEPA process prior to construction, including any necessary involvement with the State Historic Preservation Officer (SHPO), and other State and/or Federal agencies, prior to construction.

I further certify that the estimated costs included herein are reasonable and agree to follow through on the project once programmed in the FDOT's Work Program. I fully understand that significant increases in these costs could cause the project to be removed from the FDOT's Work Program.

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\* Signature

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Name (please type or print)

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Title

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Date

\* This should be executed by person who has signatory authority for sponsor and is authorized to obligate services and funds for that entity (generally chairman of the board or council).

## Transportation Alternatives Set-Aside (TA)

## ENGINEER'S COST ESTIMATE

**Financial Management Number (if applicable):**

A reasonable estimate of project costs is required. Projects must follow appropriate design criteria and meet Americans with Disabilities Act requirements. Projects on the State Highway System, and "on-system" (on FDOT land), and Critical Projects shall utilize FDOT pay items numbers and descriptions. FDOT'S AWARD OF FUNDING TO THE APPLICANT'S PROJECT DOES NOT CONSTITUTE ACCEPTANCE OF PARTICIPATING VS. NON-PARTICIPATING ITEMS IDENTIFIED IN THIS COST ESTIMATE. Funding pay items and eligibility will be discussed during project development.

*Budget based on similar project. The Town of Century will conduct a formal bid to award the project.*

### Examples of Non-participating items:

**Examples of Non-participating Items:**  
Mowing and Litter removal, Optional services; Survey; Video inspection;  
Utility work, including but not limited to valve adjustments, utility relocations, power pole relocations,  
Telephone line directional bore, etc.

Telephone line directional bore, etc.  
Contingency  
***Other elements may be non-participating, the ones listed above are non-participating commonly used pay items.***

If you have questions regarding an eligible or non-participating item, District representatives may be contacted for guidance.

Prepared by: \_\_\_\_\_ PE Number: \_\_\_\_\_

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**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

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**Date:**

### Reviewed by:

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**Name:** **Signature:**

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**Date:**

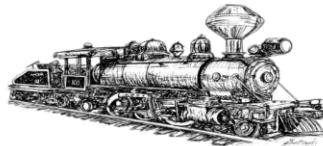
If you have questions regarding an eligible or non-participating item, District representatives may be contacted for guidance.

## References.

FDOT Design  
FDOT Estimates

<https://www.fdot.gov/roadway>  
<https://www.fdot.gov/programmanagement/estimates/documents>





Town of Century, Florida

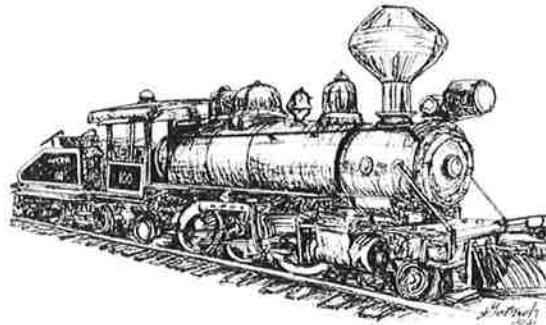
## **Resolution**

On December 3, 2024, the Interim Town Manager and Grants Team presented the Transportation Alternatives Program to the Town Council. Three potential projects were presented, and the Town is moving forward with the Complete Streets Master Plan and the Freedom Road Improvements (see attached presentation and agenda).

On January 7, 2025, the Council appointed Council Member Alicia Johnson as Interim Mayor until the next election. Subsequently, Interim Mayor Johnson provided the attached letter confirming the continued support the projects (See Letters of Support).

Due to this transition, the Town will adopt a resolution confirming its support of the Complete Streets Master Plan and Freedom Road Improvements Project during its next Council Meeting on January 4, 2025.

Town of Century  
7995 N. Century Blvd.  
Century, Florida 32535



[www.TownOfCenturyFlorida.com](http://www.TownOfCenturyFlorida.com)  
(850)256-3208

Council Meeting Agenda  
7995 N Century Blvd.  
December 03, 2024

7:00 p.m.

Confirm Advertisement of Bill List Review/Council Meeting

1. Open Meeting with Prayer
2. Pledge of Allegiance
3. Roll Call
4. Public Forum
5. Ministerial Acts
  - a. Approval of Bill List
    - December 03, 2024 Bill List
6. LaKeesha Moreau Grants Update Presentation
7. Howard Brown Resolution No. 3-2024 – Establishing Spending Authority and Check-Signing Policy
8. Bobbi Williams Authorization to Purchase Kubota M6-111DTC-F-1 Tractor with Diamond Mowers Implements under Mississippi State Contract
9. Bobbi Williams Update on Cleaning Services RFQ
10. Dale Long Authorization for Mayor to Execute Documents for SR 95 (US 29) Road Repair
11. Howard Brown Authorization to Repair Bucket Truck
12. Howard Brown Decision on Ownership and Retention of Seven (7) Parcels Donated From the John Neal Estate
13. Howard Brown Authorization for Additional Expenditure to Complete Repairs for the 2017 RAM 3500 Truck
14. Howard Brown Discussion on Establishing Town Administrator and Financial Services Director Positions
15. Staff Report
16. Mayor's Report
17. Council Comments
18. Public Forum
19. Adjourn

§ In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding should contact the Town Clerk no later than noon the day of the meeting to request assistance.

§ If HEARING impaired, please contact TDD (Telecommunications Device for the Deaf) at 1-800-955-8771.

§ If VOICE impaired, please contact the Florida Relay Service at 1-800-955-8770, for assistance.

§ If a person decides to appeal any decision with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for that purpose, he may need to ensure that a "verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal to be based." Minutes of the Town Council meetings can be obtained from the Town Clerk's office. The cost of duplication and/or court reporter will be at the expense of the requesting party. Minutes are recorded, but are not transcribed verbatim.

# Town of Century, Florida

## Agenda Item

Agenda Date: December 3, 2024

Department	Administration/Grants	Amount
Presenter	LaKeesha Moreau	Account
<b>Subject:</b> Grants Update Presentation		
<b>Background:</b> At the Town Council meeting on November 19, 2024, Council Member Alicia Johnson requested a detailed update on grants. Interim Town Manager Howard W. Brown, Jr., ICMA-CM, committed to arranging a presentation on this topic.		
Mr. Brown has reached out to his business associate, Ms. Lakeesha Morris-Moreau, an experienced grants consultant, to determine her availability to attend the December 3rd meeting. Should Ms. Morris-Moreau be available, she will provide insights into the Town's grant opportunities, including updates on secured funding and potential applications.		
<b>This item is for ongoing operations.</b>		
<b>Recommended Action:</b> Receive and file the presentation or take other action as deemed appropriate by the Town Council.		

## **Town of Century**

**Meeting Date:** December 3, 2024

**Agenda Item Title:** Grants Update Presentation

**Department:** Administration/Grants

**Requested Action:**

The Town Council is requested to receive a presentation on the status of current and potential grants for the Town of Century.

**Background:**

At the Town Council meeting on November 19, 2024, Council Member Alicia Johnson requested a detailed update on grants. Interim Town Manager Howard W. Brown, Jr., ICMA-CM, committed to arranging a presentation on this topic.

Mr. Brown has reached out to his business associate, Ms. Lakeesha Morris-Moreau, an experienced grants consultant, to determine her availability to attend the December 3rd meeting. Should Ms. Morris-Moreau be available, she will provide insights into the Town's grant opportunities, including updates on secured funding and potential applications.

**Purpose of the Presentation:**

1. Provide an overview of ongoing grant-funded projects.
2. Identify potential grant opportunities for the Town.
3. Review any upcoming deadlines or required actions for existing grants.

**Fiscal Impact:**

None directly associated with this presentation.

**Recommendation:**

Receive and file the presentation or take other action as deemed appropriate by the Town Council.

**Attachments:**



**Local Government  
Consulting Group**  
WE MAKE A DIFFERENCE



## Town of Century Grant Overview

# Roadway Safety Improvements

## Transportation Alternatives Grant – District 3

**Due Date: January 17, 2025**

**The Transportation Alternatives Set-Aside Program (TA) was established by Congress to help fund a variety of small-scale transportation projects such as:**

- **Pedestrian and bicycle facilities**
- **Recreational trails**
- **Community improvements such as historic preservation and vegetation management**
- **Environmental mitigation related to stormwater and habitat connectivity**

# Considering Three Projects

## **Freedom Road**

- Design and Construction
- Continuous Sidewalks connecting to the bridge
- ADA Improvements

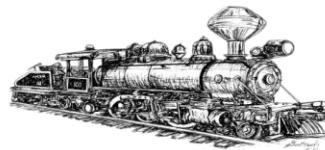
## **Cottage Street**

- Design and Construction
- Continuous Sidewalks
- ADA Improvements
- Potential Drainage

## **Complete Streets Master Plan**

The Master Plan will provide a framework for future roadway improvements town-wide. The goal is to create a network that is safe for all users.

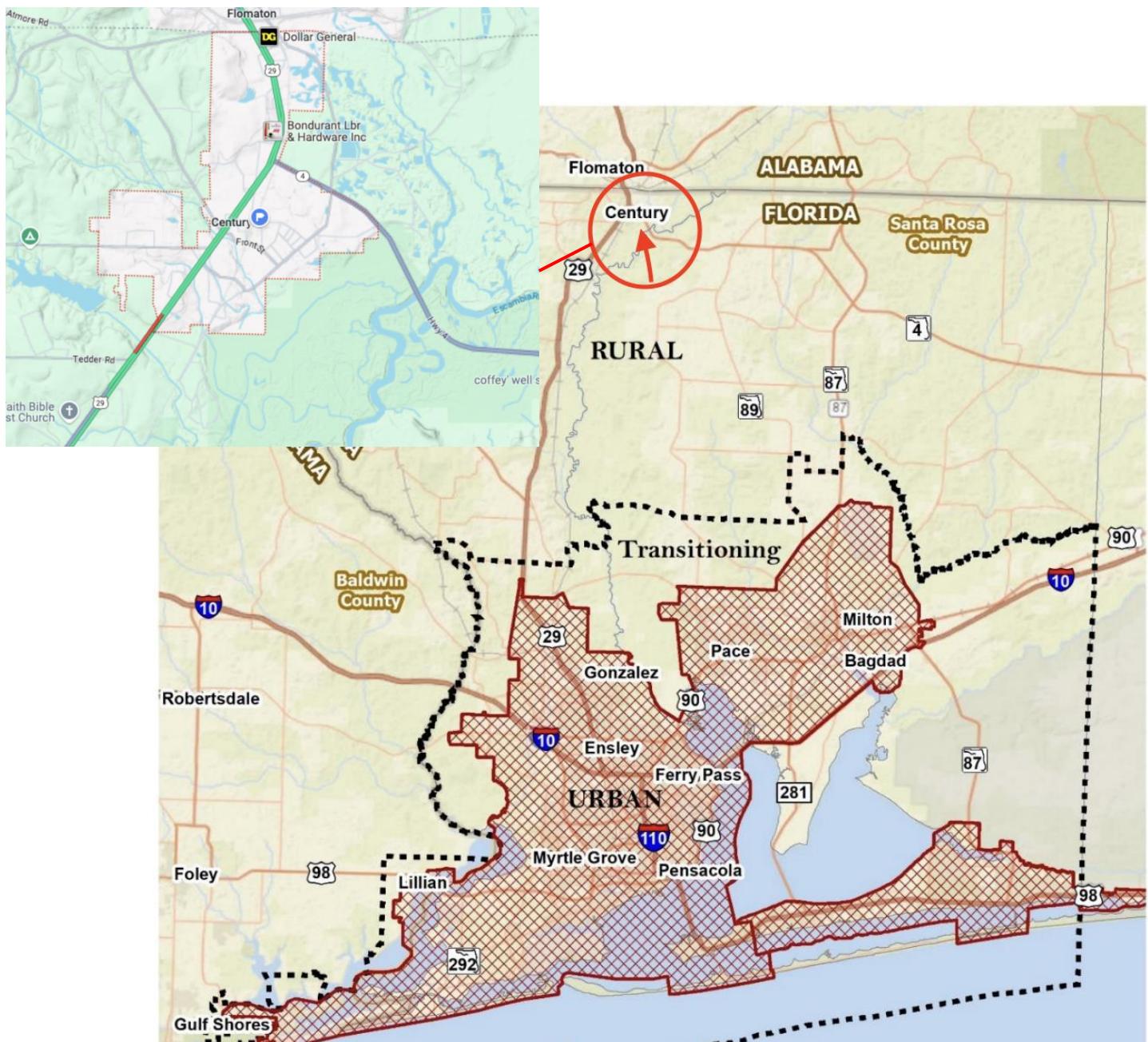
- Enhanced Safety
- Improved Accessibility
- Economic and Community Benefits

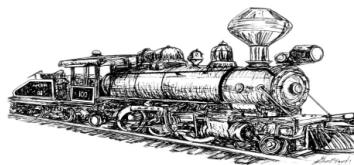


## Town of Century, Florida

### Location Map

The Town of Century Complete Streets Master Plan is a town-wide document.





Town of Century

**REQUIRED UPLOAD: PROJECT INFORMATION SUPPORTING DOCUMENTATION** including 1) Scope of Work clearly describing the purpose and need for this project and the desired outcome; detailed description of the existing conditions; and detailed description of the proposed project and major work item improvements (e.g., project limits (begin / end), width of sidewalks or trails and other components, materials, drainage, lighting, signing and pavement markings, etc.). 2) Intent to enter into a cost reimbursement agreement for delivering the project. 3) Signed PROJECT CERTIFICATION from the maintaining agency confirming the applicant is authorized to submit the proposal, the information is accurate, intent to enter into a Memorandum of Understanding or Interagency Agreement for ongoing operations and maintenance of the improved facility, and compliance with all federal and state requirements.

## Scope of Work

The Town is seeking \$100,000 to plan and design our first Town of Century Complete Streets Master plan which will implement improvements such as paving dirt roads, repairing potholes, adding ADA-compliant sidewalks, crosswalks, lighting, bus shelters, and traffic calming measures. These enhancements will improve connectivity to key destinations like schools, healthcare facilities, and commercial areas, fostering safer travel for all. The Town of Century currently lacks a formal transportation master plan to guide infrastructure improvements. With no existing framework, the town's transportation network suffers from unpaved roads, severe potholes, inadequate drainage, and a lack of ADA-compliant sidewalks and pedestrian infrastructure. These conditions create safety hazards, limit accessibility for individuals with disabilities, and hinder economic development. The purpose of our project is to develop a comprehensive Complete Streets Master Plan that will serve as a blueprint for designing and planning a safe, multimodal, and equitable transportation network for all users.

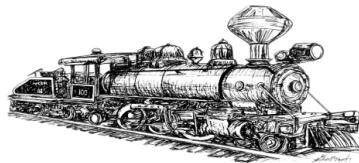
### **Desired Outcome:**

The outcome of this project is a detailed master plan that addresses safety, accessibility, and economic development while guiding infrastructure improvements for years to come.

Specifically:

1. **Enhanced Safety:** The plan will identify areas for ADA-compliant sidewalks, lighting, and crosswalks to reduce pedestrian and vehicular accidents.
2. **Improved Accessibility:** It will prioritize connectivity to key destinations such as schools, healthcare facilities, recreational sites, commercial areas, to ensure safe travel for all users, including those with disabilities.
3. **Economic Revitalization:** By paving the way for infrastructure upgrades, the plan will improve access to local businesses, attract investment, and support sustainable growth.
4. **Comprehensive Planning:** This initiative will establish a long-term strategy for modernizing Century's transportation network, addressing current issues while anticipating future needs.

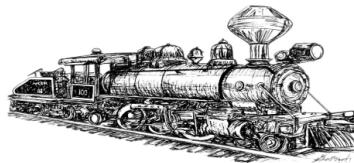
## Supporting Documents



Town of Century

### Proposed Project and Major Improvements:

- **Goal:** Develop a Complete Streets Master Plan to guide future infrastructure projects.
- **Planning Focus:** Establish project limits, evaluate existing conditions, and outline potential improvements, including ADA-compliant sidewalks, drainage, lighting, bus shelters, and traffic calming measures.
- **Funding Request:** The Town of Century is seeking \$100,000 to develop a comprehensive Complete Streets Master Plan.



Town of Century

## Complete Streets Master Plan – Work Plan

The Town of Century, Florida, with a population of 1,771 according to the 2020 U.S. Census, is a rural community located in Escambia County. The median household income is \$29,800, and over 31.5% of the population lives below the poverty level, indicating significant economic and transportation challenges. Many residents lack access to personal vehicles, relying instead on unsafe and incomplete infrastructure. The town's roadways, including U.S. Highway 29 and State Road 4, lack basic features such as sidewalks, bike lanes, and proper lighting, creating critical safety risks for pedestrians, cyclists, and motorists alike.

The absence of a master plan has left Century vulnerable to inadequate development, systemic underinvestment, and limited connectivity. A Complete Streets Master Plan is essential to guide future infrastructure improvements, address safety issues, and promote equitable access to transportation for all users. This work plan outlines a detailed approach to creating a comprehensive plan tailored to Century's needs.

### Public Involvement

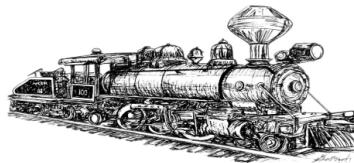
**Objective:** Ensure that the plan reflects the community's needs and priorities through meaningful engagement.

The planning process will begin with robust public engagement, including five community workshops designed to gather input and foster collaboration. A **Steering Committee** comprising local officials, business owners, and residents will be established to oversee the project and provide feedback. Workshops will include walking and biking audits to assess infrastructure gaps, public hearings to present draft recommendations, and open forums to refine the plan based on resident input. This process ensures transparency and builds community ownership of the plan.

**Task 1: Project Initiation and Public Engagement Objective:** Ensure collaboration and transparency through stakeholder engagement and community input.

- **1.1 Kickoff Meeting:** Host an initial meeting with the Steering Committee—comprising town officials, residents, FDOT representatives (if available), and stakeholders—to outline project goals, timelines, and deliverables.
  - **Deliverables:** Meeting agenda, minutes, and project timeline.

**1.2 Community Workshops (formal and informal):** Conduct five public workshops to collect input and refine proposed solutions:



Town of Century

1. **Workshop 1:** Introduce the project and gather feedback on transportation challenges.
2. **Walking/Bike Audit (Workshop 2):** Conduct at least one (1) walking and biking audit to evaluate pedestrian and cyclist safety.
3. **Workshop 3:** Present draft concepts for community review.
4. **Workshop 4:** Discuss funding strategies and implementation plans.
5. **Workshop 5:** Present the final draft plan for feedback and endorsement.

- **Deliverables:** Workshop materials, public feedback summaries, and updated project priorities

## Task 2: Data Collection and Analysis

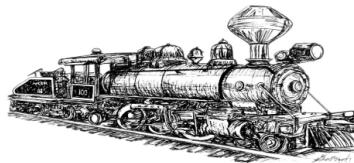
**Objective:** Identify current transportation conditions and infrastructure deficiencies.

A comprehensive analysis of Century's transportation network will be conducted using data from the U.S. Census, FDOT, and local agencies. This will include an assessment of ADA compliance, traffic safety, stormwater drainage, and connectivity gaps. GIS mapping will visually represent areas with deficiencies, such as missing sidewalks, unmarked crosswalks, and lack of lighting. Field assessments will complement data collection by documenting real-world conditions.

**Data Collection and Analysis Objective:** Assess existing transportation infrastructure and identify gaps and opportunities.

- **2.1 Data Collection:** Gather traffic volume, crash history, pedestrian and bike counts, and ROW maps. Utilize GIS mapping to visually identify gaps in sidewalks, crosswalks, lighting, and bike lanes.
  - **Deliverables:** Comprehensive dataset and GIS-based maps of existing conditions.
- **2.2 Field Assessments:** Conduct site visits to document roadway conditions, ADA compliance, and drainage infrastructure.
  - **Deliverables:** Field assessment reports and photographic documentation.

## Task 3: Needs Assessment



Town of Century

**Objective:** Define and prioritize transportation needs based on data and community input.

Based on census data, over 31% of Century's residents live below the poverty line, and 12% of households lack access to personal vehicles. This underscores the need for ADA-compliant sidewalks, bike lanes, and accessible transit options. The needs assessment will evaluate how infrastructure gaps disproportionately impact underserved populations, including children and seniors, and identify key areas for intervention.

**Needs Assessment Objective:** Define transportation needs based on data analysis and public input.

- **3.1 Existing Conditions Report:** Summarize data and field findings, highlighting high-priority areas for improvement, such as school zones and public spaces.
  - **Deliverables:** Existing conditions report with maps and visuals.
- **3.2 Transportation Gaps Analysis:** Evaluate deficiencies in pedestrian, bike, and transit infrastructure, especially along major routes like US 29 and SR 4. Highlight areas with high crash rates or safety risks.
  - **Deliverables:** Gaps analysis report

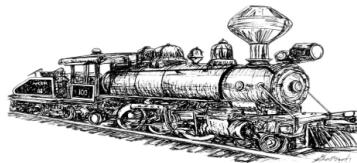
#### **Task 4: Development of Potential Projects**

**Objective:** Create actionable projects that address the town's transportation challenges.

Using the data and input collected, the planning team will develop concept designs for projects such as ADA-compliant sidewalks, dedicated bike lanes, pedestrian crosswalks, bus shelters, and lighting improvements. These concepts will align with the **2023 Escambia County Pedestrian, Bicycle & Trail Master Plan** and prioritize safe crossings along U.S. Highway 29 and the CSX railway. Each project will include cost estimates, timelines, and an assessment of potential funding sources.

**Development of Potential Projects Objective:** Generate actionable project concepts to address identified needs.

- **4.1 Concept Designs:** Create preliminary designs for ADA-compliant sidewalks, bike lanes, crosswalks, lighting, and bus shelters, aligning with the 2023 Escambia County Master Plan.
  - **Deliverables:** Concept designs and cost estimates.
- **4.2 Project Prioritization:** Rank projects based on safety, cost, feasibility, and community input.
  - **Deliverables:** Prioritized project list with justifications.



Town of Century

### Task 5: Implementation Plan

**Objective:** Develop a phased approach to implementing the proposed projects.

The implementation plan will categorize projects into immediate, short-term, mid-term, and long-term priorities. This phased approach will ensure efficient use of resources while addressing critical safety and accessibility issues first. The plan will also include a funding strategy, identifying grants and local contributions to support the projects.

**Implementation Strategy Objective:** Develop a phased plan for executing proposed projects.

- **5.1 Funding Identification:** Research potential funding sources, such as FDOT grants and federal programs.
  - **Deliverables:** Funding strategy report.
- **5.2 Phased Implementation Plan:** Categorize projects into immediate, short-term, mid-term, and long-term priorities. Include timelines, responsible parties, and costs.
  - **Deliverables:** Phased implementation plan

### Task 6: Final Plan and Adoption

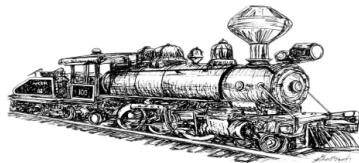
**Objective:** Deliver a comprehensive master plan for approval and adoption.

The final deliverable will be a detailed Complete Streets Master Plan that includes all findings, community input, and recommendations. The plan will be presented to the Town Council for approval and will serve as a blueprint for infrastructure improvements over the next decade.

**Final Plan and Approval Objective:** Deliver a comprehensive master plan and secure local approval.

- **6.1 Final Report:** Compile findings, public input, and recommendations into a cohesive report with maps, project descriptions, and implementation steps.
  - **Deliverables:** Final Complete Streets Master Plan and executive summary.

## Supporting Documents



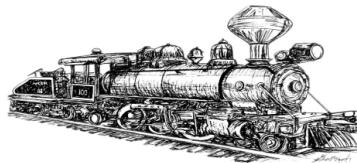
Town of Century

- **6.2 Presentation and Adoption:** Present the plan to the Town Council for formal adoption.
  - **Deliverables:** Presentation materials and a council resolution for approval.

## Timeline

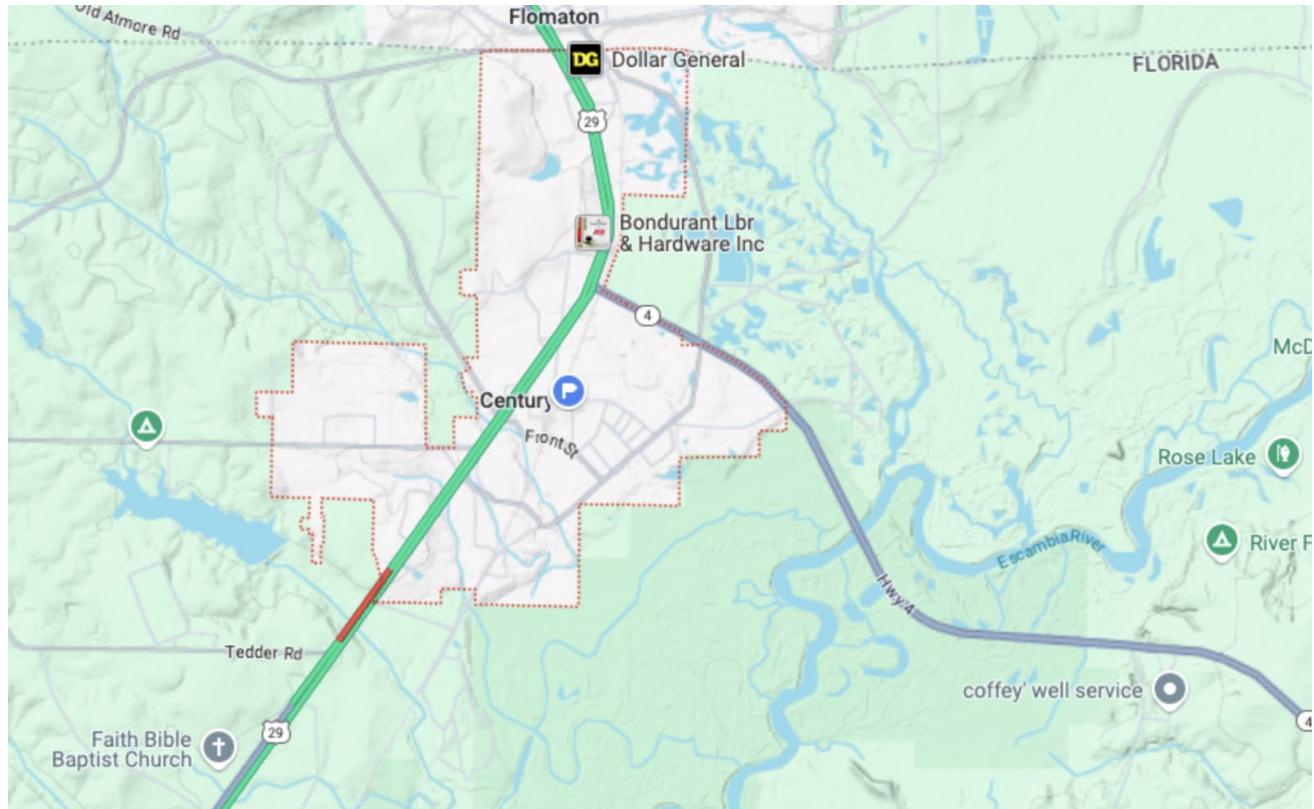
The project will be completed within **18 months**, with monthly progress reports provided to stakeholders.

## Location Boundary Map

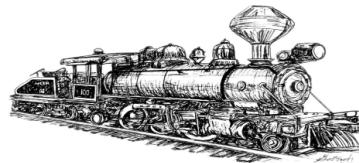


### Supporting Documents

#### Town of Century

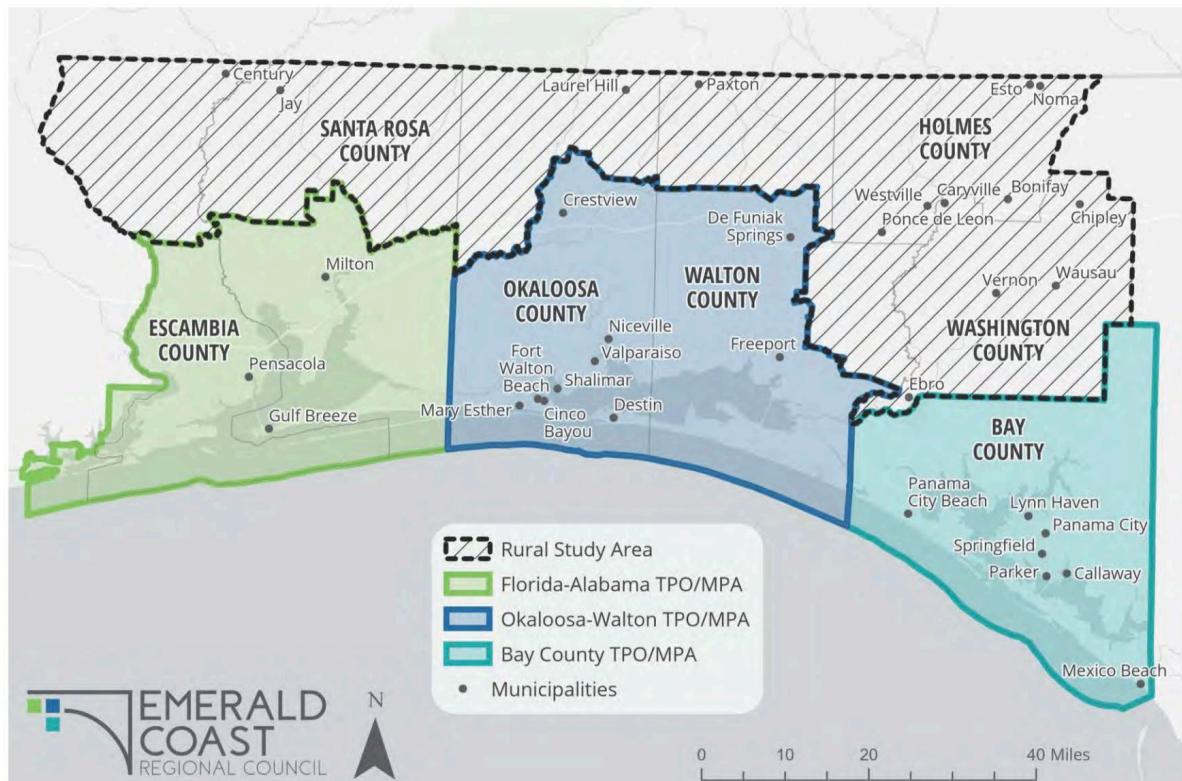


## Supporting Documents

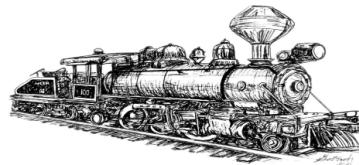


Town of Century

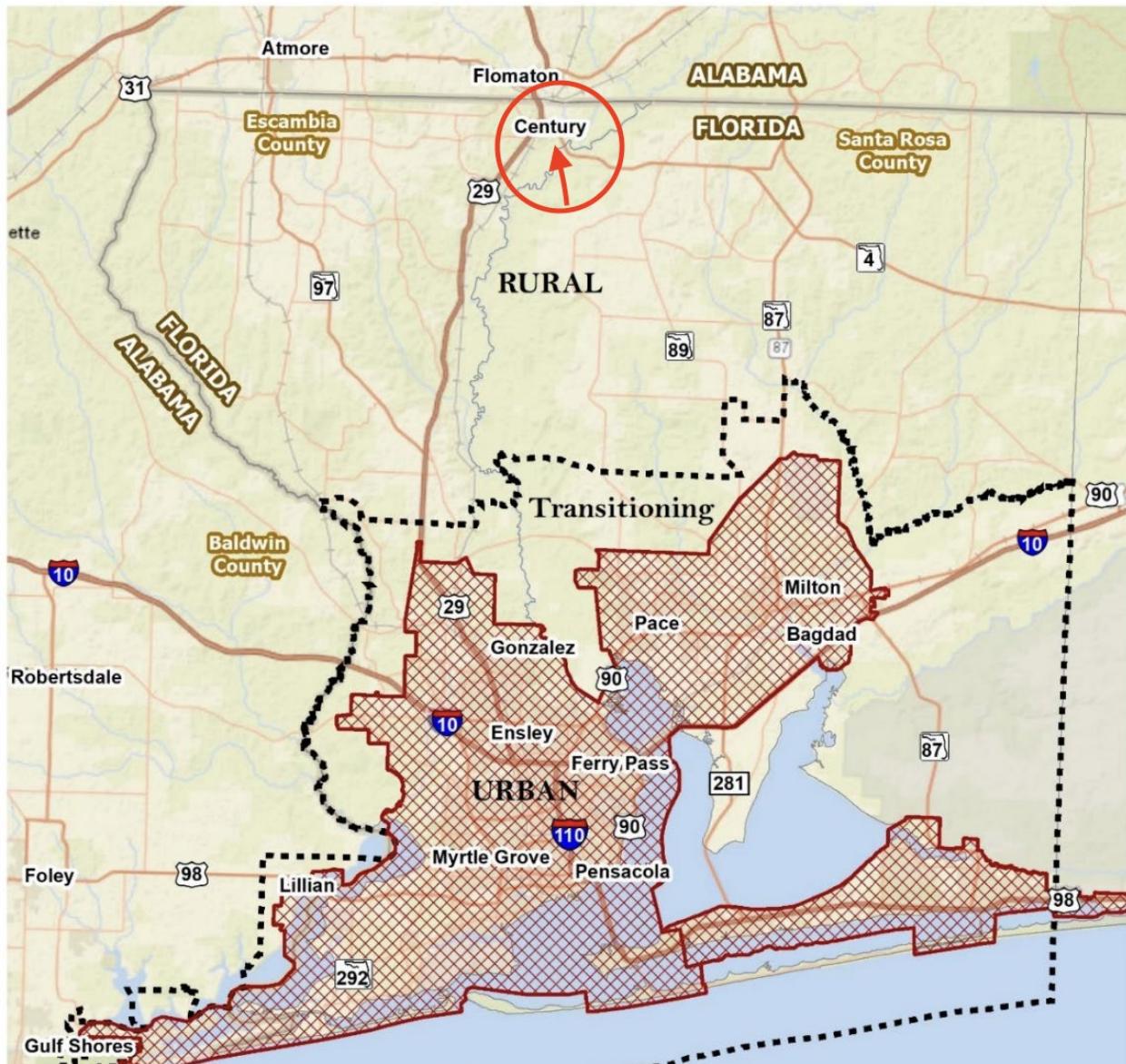
Figure 1.1 - Emerald Coast Metropolitan Planning Area and Rural Study Area Boundaries



## Supporting Documents

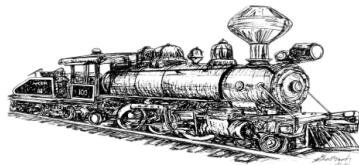


Town of Century



### Existing Conditions:

## Supporting Documents

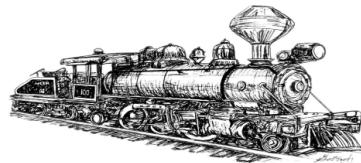


Town of Century

The Town of Century has unpaved roads, severe potholes, insufficient drainage systems, and a complete lack of pedestrian and cycling infrastructure. Roads are unsafe and poorly maintained, creating challenges for residents and deterring economic growth.

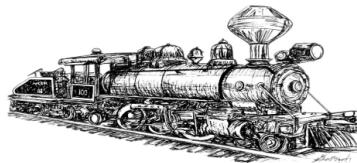


## Supporting Documents



Town of Century





Town of Century

## **2) Intent to Enter into a Cost Reimbursement Agreement**

The Town of Century intends to enter into a cost reimbursement agreement to ensure compliance with financial and regulatory requirements, allowing funds to be disbursed upon achieving project milestones.

## **3) Project Certification**

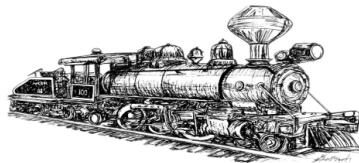
The Town of Century will provide a signed project certification confirming:

- Authorization to submit the proposal.
- Accuracy of the provided information.
- Intent to enter a Memorandum of Understanding (MOU) or Interagency Agreement for ongoing operations and maintenance.
- Compliance with all federal and state regulations, including ADA standards

**REQUIRED UPLOAD for Infrastructure (not applicable for NI):** Typical Section(s) depicting existing and proposed features, dimensions, and ROW lines. If there are multiple segments, provide typical sections for each. If available, provide design plans.

N/A; this is a Non-Infrastructure project.

## Supporting Documents



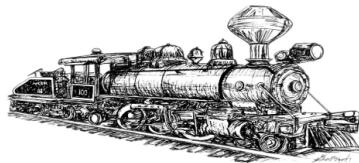
Town of Century

**REQUIRED UPLOAD for Infrastructure (not applicable for NI): OWNERSHIP / ROW STATUS**

**SUPPORTING DOCUMENTATION** including applicable ROW Certification including ownership verification documenting site control and related landowner supporting documentation. Site control documents must include an adequate legal description of the parcel(s) comprising the project site, such that staff can compare it to the boundary map submitted with the application and evaluate whether there is control of the project site (e.g., ROW Certification, ROW maps, plats, warranty deeds, prescriptions, certified surveys, easements, use agreement, etc.). Maps should clearly show the location of each ownership in relation to the project boundary and / or limits. NOTE: provide map documentation on 8.5" x 11" scale. DO NOT provide reduced copies of original plats and or maps that cannot be read at scale. If applicable, an exhibit visually depicting the new ROW anticipated for the project, together with a spreadsheet providing the tax identification number(s) of each impacted parcel and the approximate size of the new acquisition area for each impacted parcel.

- N/A

## Supporting Documents



Town of Century

**REQUIRED UPLOAD for Infrastructure (not applicable for NI): OWNERSHIP / ROW STATUS**

**SUPPORTING DOCUMENTATION** including applicable ROW Certification including ownership verification documenting site control and related landowner supporting documentation. Site control documents must include an adequate legal description of the parcel(s) comprising the project site, such that staff can compare it to the boundary map submitted with the application and evaluate whether there is control of the project site (e.g., ROW Certification, ROW maps, plats, warranty deeds, prescriptions, certified surveys, easements, use agreement, etc.). Maps should clearly show the location of each ownership in relation to the project boundary and / or limits. NOTE: provide map documentation on 8.5" x 11" scale. DO NOT provide reduced copies of original plats and or maps that cannot be read at scale. If applicable, an exhibit visually depicting the new ROW anticipated for the project, together with a spreadsheet providing the tax identification number(s) of each impacted parcel and the approximate size of the new acquisition area for each impacted parcel.

- N/A

**REQUIRED UPLOAD: CONCURRENCY / CONSISTENCY SUPPORTING DOCUMENTATION** (e.g., supporting resolution(s), excerpt from comprehensive plan(s), transportation plan(s), capital improvement plan(s), management plan(s), prioritization list, etc.).

Below you will find an excerpt from the Town of Century's 2025 Comprehensive Plan – Transportation section that supports consistency with the proposed project.

**VOLUME I: PROPOSED POLICY DOCUMENT**

**ADOPTION PUBLIC HEARING DECEMBER 21, 2020**

**(Goals, Objectives and Policies)**

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III	FUTURE LAND USE .....	3-1
IV	<del>TRAFFIC CIRCULATION</del> <u>TRANSPORTATION</u> .....	4-1
V	HOUSING .....	5-1
VI	INFRASTRUCTURE .....	6-1
vII	CONSERVATION .....	7-1
VIII	RECREATION AND OPEN SPACE .....	8-1
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X	CAPITAL IMPROVEMENTS.....	10-1

**Goal 1: Promote the development of a financially feasible, safe, convenient, and energy-efficient multi-modal transportation system that is integrated functionally and aesthetically into the surrounding land use framework and enhances the mobility needs of the Town of Century.**

**Objective 1.1: Provide for a safe, convenient, and energy-efficient multi-modal transportation system.**

**Policy 1.1.1:** Require that new development and infill redevelopment in Century provide the minimum vehicular parking spaces adequate to meet the needs of the specific land use, keeping in mind the possibility of sharing parking with adjoining uses if appropriate, and further the pedestrian-friendly character of the redevelopment area by:

- Where appropriate, locating parking to the side or behind the development to provide pedestrian accessibility to building entrances and walkways to the street, rather than separating the building from the street with parking areas.
- Providing clearly delineated pedestrian routes through parking lots to safely accommodate pedestrian and bicycle circulation and to minimize potential bicycle/pedestrian and automobile interaction.

**Policy 1.1.2:** When existing Town roads are resurfaced or reconstructed or during the design of new Town roads, pedestrian and bicycle facilities may be incorporated by providing for wide outside lanes, bicycle lanes, sidewalks, and/or other facilities when the available right-of-way is not physically constrained and when cost and design considerations are not prohibitive. The Town shall coordinate with FDOT on improvements to US 29 or SR 95 to ensure that transit, bicycle and pedestrian facilities are incorporated to the maximum extent possible.

**Policy 1.1.3:** Control driveway and road connections through enforcement of regulations in the Land Development Code, such as the requirement for minimum distances between connections, design standards for driveways, minimum spacing and design standards for median cuts, and provisions for joint driveways. These

regulations shall be consistent with FDOT's access management policies.

**Policy 1.1.4:** Require the provision of pedestrian and vehicular access to all parts of new development projects, including crosswalks at intersections, pedestrian actuated features at signalized intersections and curb cut sidewalk ramps.

**Objective 1.2: Coordinate the transportation system with the Future Land Use Map (FLUM) and ensure that proposed population densities, housing and employment patterns, and land uses are consistent with the transportation modes and services proposed to serve these areas.**

**Policy 1.2.1:** Review roadway improvements and new construction for consistency with the FLUM.

**Policy 1.2.2:** Prepare a Local Roadway Master Plan that will identify potential voluntary local roadway rights-of-way dedication and includes:

- Preparation of a map of all existing vehicular access routes that have not been dedicated to the Town as public rights-of-way;
- Analysis and evaluation of all of these existing vehicular access routes, as well as other potential routes, that would best serve adjacent parcels and potential development opportunities;
- Coordination with all adjacent property owners to explain the need for this type of formal roadway system and to develop procedures for voluntary dedication of the routes;
- Prepare a conceptual Local Roadway Map that depicts the routes that would most effectively be dedicated as public rights-of-way; and
- Opportunities for bicycle paths and lanes.

**Policy 1.2.3:** Applications for future more intense land use amendments or re-zonings to more intensive designations shall be accompanied by a transportation impact study analyzing the impacts of the development allowed by the new category on the town-wide transportation system.

**Objective 1.3:** Protect existing rights-of-way from building encroachment and require the reservation of future rights-of-way to provide for transportation needs within the Town.

**Policy 1.3.1:** Protect existing rights-of-way from building encroachment by continuing to enforce provisions established in the Land Development Code that require:

- Developers to provide for required rights-of-way;
- Building setbacks appropriate to the functional classification of the road; and
- Right-of-way standards appropriate to the functional classification of the road.

**Policy 1.3.2:** Develop and maintain a listing of roadways requiring additional right-of-way to conform to the standards for the different functionally classified roads in the Town.

**Objective 1.4:** Coordinate the transportation system with the plans of adjacent jurisdictions and the Florida-Alabama Transportation Planning Organization (TPO), the Northwest Florida Transportation Corridor Authority (NFTCA) and the Florida Department of Transportation (FDOT).

**Policy 1.4.1:** Continue active membership in the Florida-Alabama TPO to participate in the development of the long-range plan and the transit improvement plan to address regional transportation issues that impact the Town of Century.

**Policy 1.4.2:** Review the FDOT Five-year Work Program on an annual basis when updating the Capital Improvements Element to monitor completion of improvements to state roadways in the Town or roadways that could potentially impact the Town.

**Policy 1.4.3:** Continue to participate in the activities of the NFTCA as it implements projects

identified in Phase I of the Master Plan adopted in July 2008 to ensure fair representation of the Town's views on regional transportation concerns.

**Policy 1.4.4:** Establish strategies, agreements and other mechanisms with adjacent jurisdictions and appropriate agencies to implement transportation provisions of this element.

**Objective 1.5:** Develop strategies through transportation decisions and planning to address the reduction of greenhouse gas emissions, energy conservation and energy-efficient design.

**Policy 1.5.1:** Require new and infill development and redevelopment when feasible to provide interconnections and access to existing and planned multi-modal transportation facilities, including sidewalks, bicycling and transit facilities.

**Policy 1.5.2:** Coordinate with Escambia County Area Transit (ECAT), when possible, to:

- Address the provision of efficient public transit services based upon existing and proposed major trip generators and attractors;
- Consider a fixed-route service to address transit needs between north Escambia County and south Escambia County;
- Upgrade existing and provide new transit facilities as warranted such as park and ride lots, bus stops, bus shelters and signage.

**Policy 1.5.3:** Coordinate with the Emerald Coast Regional Council, Escambia County, City of Pensacola, Town of Jay, and the Town of Flomaton, Alabama to:

- Promote car-pooling opportunities for commuters with the same destination;
- Facilitate bicycle, pedestrian and other non-motorized transportation options; and
- Develop transportation demand management programs to possibly modify peak hour travel demand and reduce the number of vehicle miles traveled per capita within the region.

**Policy 1.5.4:** Develop transportation system management strategies as appropriate to improve system efficiency and enhance safety.

**Objective 1.6:** The Town of Century shall use Quality/Level of Service (Q/LOS) for monitoring purposes in order to identify where multimodal improvements are needed, for guiding capital improvements facility/operations planning to achieve and maintain mobility, to reduce greenhouse gases, and to assist in determining a fair share that a development should contribute to the achievement of these mobility standards.

**Policy 1.6.1:** The Town shall establish the following minimum Roadway Q/LOS standards for monitoring intersection capacity based on annual average daily trips (AADT), as follows:

- Arterials (4-lane and 6-lane) - E+10%
- Arterials (2-lane) - E + 30%
- Collectors - D
- Local Roads - D

**Policy 1.6.2:** The Town shall annually monitor the Q/LOS status of arterials, collectors and state roadways within the Town by obtaining from the State and County their most recent traffic counts at points along all roadways that would be affected by development in the Town.

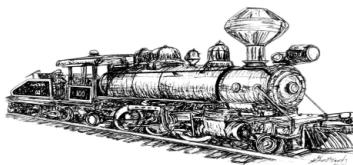
**Policy 1.6.3:** The Town shall continue to use standards and guidelines for permitting the payment of proportionate fair-share contributions to mitigate locally and regionally significant transportation impacts consistent with section 163.3180(5), F.S.

**Policy 1.6.4:** If a development requires roadway improvements, emphasis shall be upon intersection improvements to improve safety and reduce modal conflicts; signalization and Transportation Demand Management improvements (especially those providing transit or pedestrian priority signalization); bicycle facility improvements; and pedestrian crosswalk and median improvements.

**Policy 1.6.5:** By December 2025, the Town of Century shall adopt mobility measures and identify numerical indicators for measuring the achievement of Town mobility goals, including, but not limited to: modal splits, annual transit trips per capita, and automobile occupancy rates.

**Policy 1.6.6:** The Town shall amend the Concurrency Management System and any other relevant sections of the Land Development Code to reflect the adoption of the mobility standards and include any possible funding sources that will be used for alternative transportation improvements in the Five-year Schedule of Capital Improvements as updated annually.

**Policy 1.6.7:** Developments approved prior to the adoption of the mobility standards shall be required to provide any transportation improvements, modifications or mitigation required as part of the original development plan.



Town of Century

**REQUIRED UPLOAD: AREA CONDITIONS SUPPORTING DOCUMENTATION** (e.g., excerpt pages from adopted plans or studies, maps illustrating transit facilities and connectivity to the improvement, short statement of support with a signature of the school official and their contact information for SRTS projects, median household income by census tract for community benefiting, collision heat maps / crash data for area surrounding project limits, etc.).

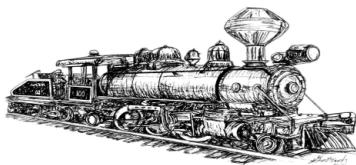
## Alignment With Adopted Plans or Studies

The Town of Century, located in northern Escambia County, Florida, is encompassed within several regional transportation planning initiatives aimed at enhancing rural mobility and infrastructure. Notably, the Regional Rural Transportation Plan (RRTP), adopted on February 8, 2023, by the Emerald Coast Regional Council (ECRC), serves as a comprehensive blueprint for maintaining and improving the rural transportation system over a 20-year horizon. This plan prioritizes both short- and long-term projects, ensuring alignment with the Florida Transportation Plan's goals. The RRTP specifically addresses the transportation needs of rural areas, including the rural portions of Escambia County where Century is situated. By identifying and prioritizing necessary transportation improvements, the plan aims to enhance connectivity, safety, and economic development within these communities. The ECRC has facilitated collaboration among rural communities to document and address transportation challenges, ensuring that the unique needs of areas like Century are considered in regional planning efforts. ([ecrc.org](http://ecrc.org))

Additionally, the Florida-Alabama Transportation Planning Organization (TPO), staffed by the ECRC, develops long-range transportation plans that include rural transportation improvements. The TPO's 2045 Long Range Transportation Plan (LRTP), adopted on October 14, 2020, outlines a strategic framework for transportation investments, encompassing both urban and rural areas within its jurisdiction. This plan is instrumental in guiding infrastructure development and policy decisions that affect rural communities like Century. ([ecrc.org](http://ecrc.org))

The Town of Century has a population of 1,713 residents, with over 28.9% of the population living below the poverty line, significantly higher than the county average. The median household income in Century is approximately \$26,716, compared to the countywide median of \$72,037. This stark contrast highlights the socioeconomic challenges the community faces, which are compounded by insufficient transportation infrastructure. Many residents of Century lack access to personal vehicles, relying on a network of poorly maintained roads without adequate pedestrian, bicycle, or transit infrastructure. These conditions create significant barriers to accessing essential services such as healthcare, education, and employment.

## Supporting Documents



Town of Century

Given these challenges, the need for a Complete Streets Master Plan in Century is evident. By aligning with regional efforts like the RRTP and TPO's 2045 LRTP, this plan will ensure Century is included in broader infrastructure improvements that address both the current deficiencies and future needs of this rural community. The plan will prioritize projects that improve safety, mobility, and access for all residents, particularly vulnerable populations such as children, the elderly, and those without access to vehicles.

## Town of Century

On page 10 of the Regional Rural Transportation Plan (RRTP) Final Report, the document outlines the study area, which includes the rural portions of Escambia, Santa Rosa, Okaloosa, and Walton Counties, as well as the entirety of Holmes and Washington Counties. This delineation ensures that the transportation needs of these rural areas are specifically addressed within the planning process. The inclusion of these counties highlights the plan's comprehensive approach to enhancing rural transportation infrastructure across the region.

## **2.0 State Planning Emphasis Areas and Federal Performance Measures**

Florida Planning Emphasis Area guidance from FDOT in 2018 stated TPOs are encouraged to plan for and coordinate with rural governmental entities both within their planning boundaries as well as those areas outside the current boundaries that are impacted by transportation movements between regions.

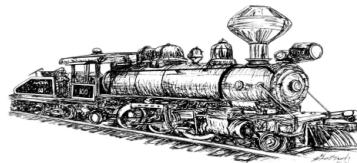
As stated in the Scope of Services, The Regional Rural Transportation Plan must at a minimum address the topics outlined in the 2020 Florida Planning Emphasis Areas publication. (The 2021 Florida Planning Emphasis Areas were identified and published by FDOT after the Scope of Services was finalized.)

### **2.1 Safety (2020 and 2021)**

Safety has been a federal planning priority over numerous iterations of the transportation legislation. As stated within the FAST Act planning factors, metropolitan areas should "increase safety for motorized and non-motorized users." The state of Florida has expanded on this concept further by becoming a Vision Zero area, with a stated goal within the Florida Transportation Plan of zero fatalities across the state's transportation system. FDOT's Strategic Highway Safety Plan provides more information about how the state intends to address transportation safety in future years. The Florida Transportation Plan and the State's Strategic Highway Safety Plan place top priority on safety, with a state target of zero traffic fatalities and serious injuries. In addition to adopting safety targets, the MPOs must show how their Long-Range Transportation Plan (LRTP) and priority projects in their Transportation Improvement Program (TIP) support progress toward those targets. The UPWP should consider enhancements to data analyses and community involvement to better inform the identification and prioritization of safety projects.

Since the TPOs are being asked to report on and monitor their progress against their adopted safety performance measures, TPOs need to account in their UPWP for the effort necessary to satisfy these federal requirements. Additionally, TPOs are encouraged to consider how to expand upon the level of analysis and reporting required by the performance measurement process to further study their unique safety challenges. This approach may include the identification of safety needs in the TPO's LRTP or TIP, stand-alone safety studies for areas or corridors, or safety considerations within modal planning elements. Safety needs were considered in this Regional Rural Transportation Plan.

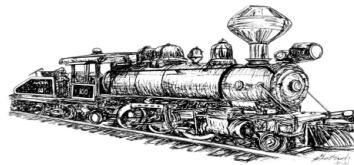
[https://files.ecrc.org/document\\_center/Programs/Regional%20Rural%20Transportation%20Plan/Plans%20and%20Documents/RRTP%20Final%20Report%20-%20Adopted%20020823%20web%20updated%2020230424.pdf](https://files.ecrc.org/document_center/Programs/Regional%20Rural%20Transportation%20Plan/Plans%20and%20Documents/RRTP%20Final%20Report%20-%20Adopted%20020823%20web%20updated%2020230424.pdf)



Town of Century

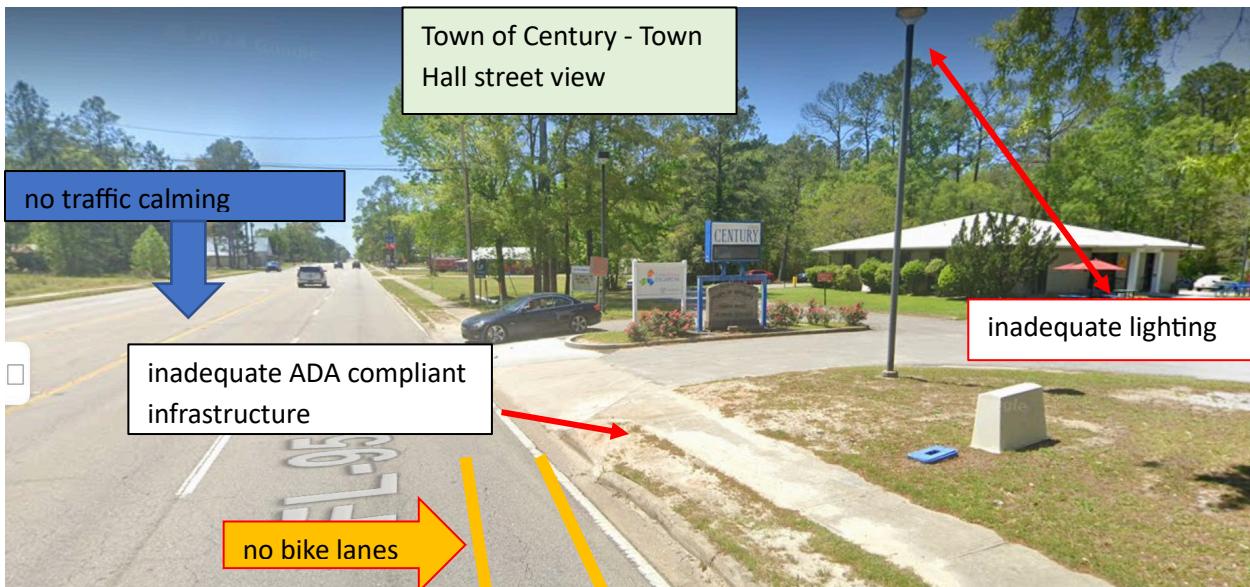
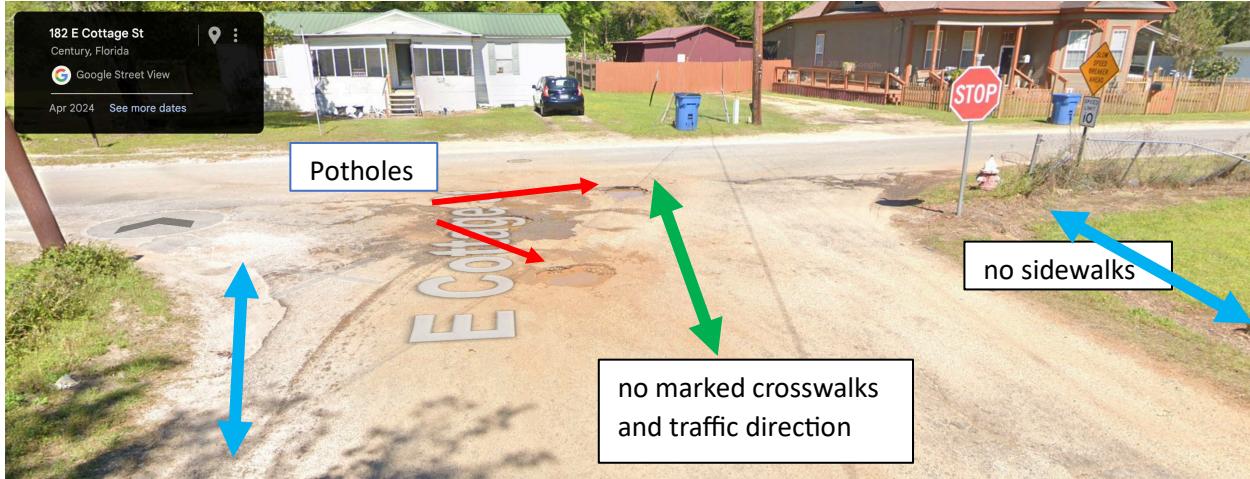


## Supporting Documents

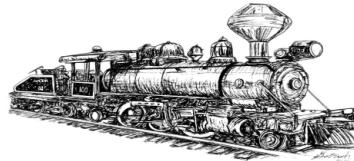


### Current Area Photos

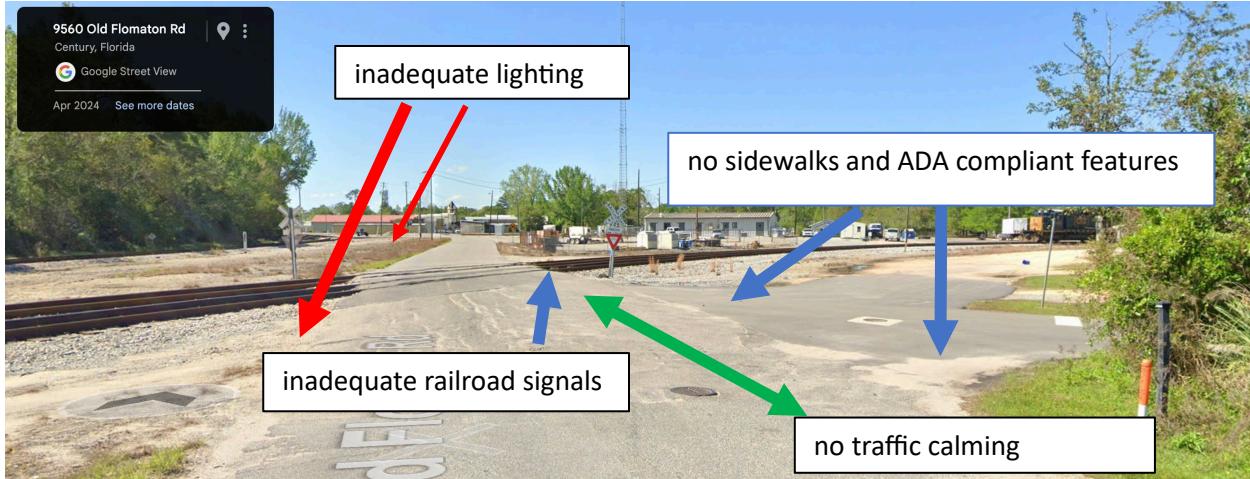
Town of Century



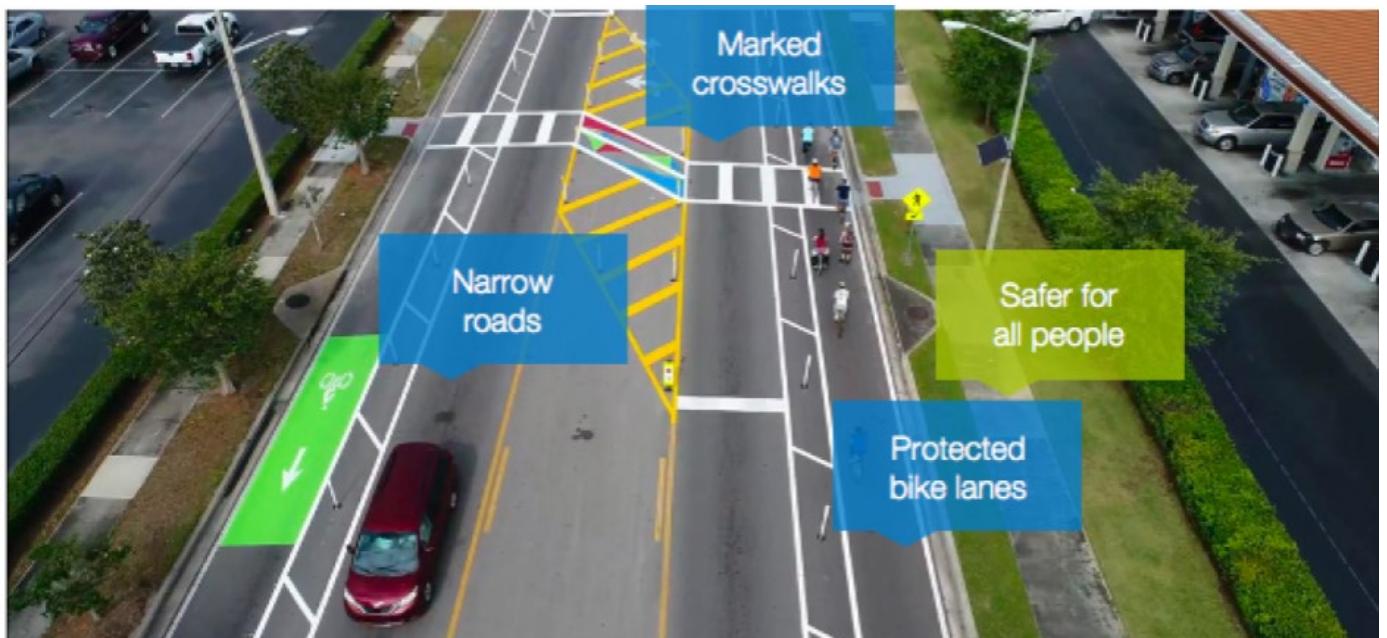
Town of Century Area Conditions



Town of Century



- Here is a visual representation of a Complete Streets design that illustrates the key principles, such as safe and accessible bike lanes, sidewalks, pedestrian crosswalks, and transit-friendly infrastructure.



## Median Household Income for Town of Century

(United States Census Bureau, American Community Survey)

Income Data	Town of Century	Escambia County
Median household income	\$26,716	\$72,037
Per capita income	\$17,690	\$35,745
Person in poverty, percent	29.71%	14.2%

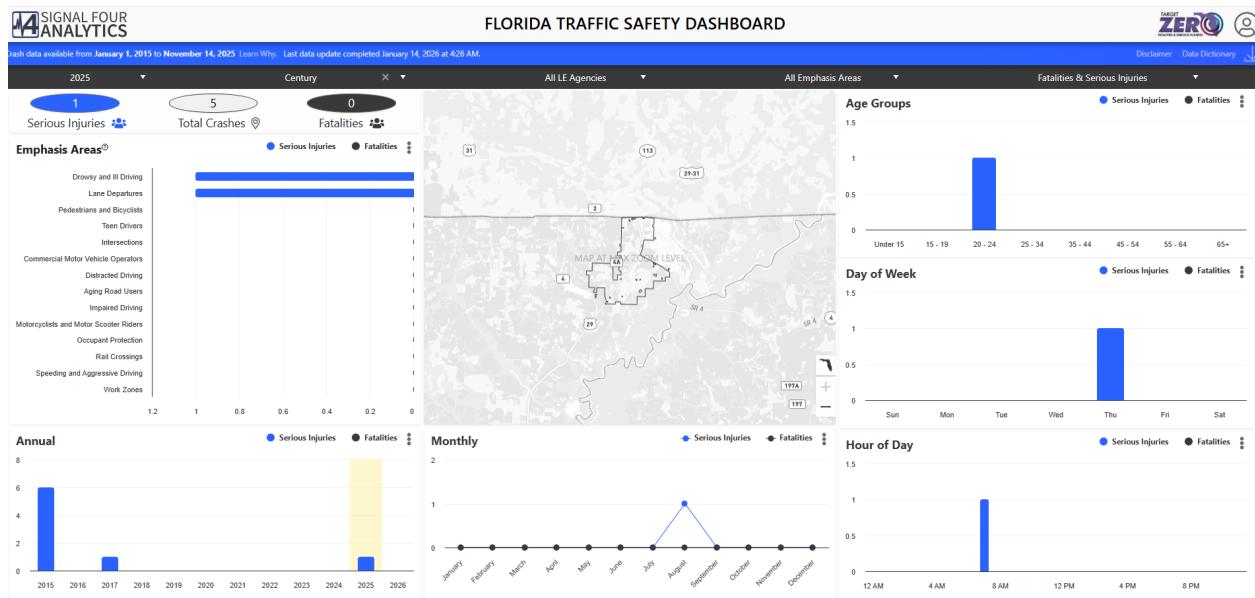
### Transportation Disadvantaged Data (USDOT Equitable Transportation Community Explorer) - Town of Century

The Town of Century falls within Census Tract 12033004000, designated as a Transportation Disadvantaged area by the U.S. Department of Transportation (USDOT). This classification underscores the critical need for infrastructure improvements. This data highlights the disproportionate impact of inadequate infrastructure on vulnerable populations, justifying the urgency of the proposed Complete Streets Master Plan.

Poverty Level	29.71%
Transportation Cost Burden	25.96%
Number of Households with no Personal Vehicle	12.30%
Social Vulnerability	60%
Transportation Insecurity	96%

## 2025 Collision Heat Map/Crash Data

Below is a screenshot of the Signal Four Analytics heat map. Signal Four (Signal4) Analytics estimates in the Town of Century there have been 5 total crashes (1 with serious injuries) (January – November 2025). This frequency highlights significant safety concerns for such a small residential area. These incidents underscore the pressing need for infrastructure improvements.



**Town of Century**  
P.O. Box 790  
Century, FL 32535-0790

January 14, 2026

Ms. Tanya Sanders Branton  
FOOT 03 TRIP/TA Coordinator  
1074 Highway 90 East  
Chipley, FL 32428-0607

**Subject: Letter of Support – FDOT District 3 FY2026 Transportation Alternatives Set-Aside Grant: Town of Century Complete Streets Master Plan**

Dear Ms. Branton:

On behalf of the Town of Century, I am writing to express my strong support for the development of a Complete Streets Master Plan for our community as part of the Florida Department of Transportation District 3 FY2026 Transportation Alternatives Set-Aside Grant Program.

Century is a small, rural town with a population of approximately 1,713 residents, yet we face disproportionately large transportation and infrastructure challenges. Many of our streets lack sidewalks, adequate lighting, and safe pedestrian crossings, and several roadways remain unpaved or poorly maintained. These conditions pose daily safety concerns, particularly for children walking to school, older adults, individuals with disabilities, and residents who rely on walking or bicycling as primary modes of transportation.

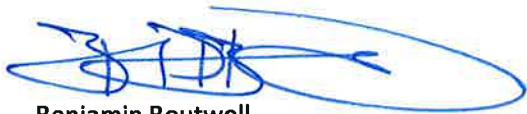
The proposed Complete Streets Master Plan will provide a critical roadmap for improving safety, accessibility, and connectivity throughout the Town. By aligning with FDOT's Complete Streets principles, the plan will help ensure that future transportation investments equitably serve all users—pedestrians, bicyclists, motorists, and transit riders alike. The planning process will identify priority corridors and improvements such as ADA-compliant sidewalks, crosswalks, lighting, drainage, and traffic-calming measures that are essential to creating a safer and more inclusive transportation network.

Beyond safety, this effort will support Century's broader goals for economic revitalization and community resilience. Improved walkability and multimodal access are essential to attracting investment, supporting local businesses, and enhancing overall quality of life for our residents. As a rural community with limited local resources, external planning support is essential to ensuring that our infrastructure investments are strategic, data-driven, and aligned with state and regional transportation goals.

I respectfully urge your favorable consideration of this request. The Transportation Alternatives funding will enable the Town of Century to develop a comprehensive and actionable Complete Streets Master Plan that positions our community for long-term success while advancing FDOT's commitment to safety, equity, and accessibility.

Thank you for your time and consideration. We appreciate FDOT District 3's continued support of rural communities like Century and look forward to the opportunity to move this important initiative forward.

Sincerely,



Benjamin Boutwell  
Mayor  
Town of Century, Florida

## ECRC Rural Area TA (Transportation Alternatives) Ranking Criteria

Project Sponsor Agency: Town of Century	
Project Sponsor Contact Name: Dave Murzin	
Contact Title: Town Administrator	
Contact Email: dmurzin@centuryflorida.us	Contact Phone: 850-256-3208
Project Title: Town of Century Complete Streets Master Plan	
Starting Location: Townwide	
Ending Location: Townwide	
Project Length: Townwide	Total Project Cost: \$100,000
Brief Project Description: The Town of Century is seeking \$100,000 to plan and design a Complete Streets Master Plan aligning with the FDOT 2015 Complete Streets Implementation Plan, the 2023 Escambia County Pedestrian, Bicycle & Trail Master Plan, and the Mobility Element of the Escambia County Comprehensive Plan.	

Criteria	Source Data*	Criteria Rating Scale			Score
<b>5-Year Crash Rate</b> <i>How many bike/ped crashes have occurred along or at the project location within the past 5 years?</i>	<a href="#">Signal Four Analytics</a>	0 Zero	0.5 One to Three	1 More than Three	0
<b>Fatalities</b> <i>How many bike/ped crash fatalities have occurred along or at the project location within the past 5 years?</i>		0 Zero	0.5 One	1 More than One	0
<b>Connectivity</b> <i>Does the project connect to an existing bike/ped or trail facility?</i>	<a href="#">ECRC Regional Multi-Use Trail Network</a> ; <a href="#">FL Greenways &amp; Trails System</a>	0 No	-	1 Yes	0
<b>Proximity to Parks, Recreational Facilities, Schools, and Emergency Services</b> <i>How close is the project to a park, recreation facility, school, or Emergency Services (Fire, Police, EMS/Ambulance Services, Hospitals)?</i>		0 >2 miles	0.5 >1-2 miles	1 0-1 mile	1
<b>Rural Areas of Opportunity</b> <i>Is the project within a Rural Area of Opportunity?</i>	<a href="#">FDEO Rural Areas of Opportunity</a>	0 No	-	1 Yes	1
<b>Rural Plan</b> <i>Is the project included in the ECRC Rural Plan?</i>	<a href="#">ECRC Rural Plan</a>	0 No	-	1 Yes	1
<b>Local Transportation Plan</b> <i>Is the project included in a Local Government Transportation Plan?</i>	Local Government Transportation Plan	0 No	-	1 Yes	1
					<b>Total Score:</b> 4

Tie Breaker
<b>Project Cost</b>
<i>In the event of a tied score, lower cost projects will take priority.</i>

\*The source data as listed was used in the Regional Rural Transportation Plan, but local governments may use their own data if applicable.