

## COMPASS Funding Application Guide

COMPASS is accepting applications for the FY2018-FY2022 funding cycle, which begins October 1, 2017. The process can be complicated, so we want to make it as simple as possible – just tell us your needs and we will match your application with available funding sources.



Applicant focus on project



COMPASS focus on funding source

A two-phase approach will be used in order to provide a streamlined process to gather the appropriate amount of information. **Phase I is a simple preliminary application** requesting very basic, brief information about your project, whether it's large or small. **The Phase I application is mandatory for all projects (both large and small) and due by 4:00 p.m. November 30, 2016.**

**DON'T MISS  
THE DEADLINES!**

COMPASS staff will determine how these project concepts fit with current available funding opportunities. Only those projects qualified for federal funding will require completion of a **Phase II, extended application, due by 4:00 p.m. January 20, 2017**. The questions on the Phase II application vary, depending on the project type and possible funding source. Talk to COMPASS staff if you want more information about the Phase II application!

### Who Should Participate?

If your transportation project is in, runs through, or touches Ada County and/or Canyon County, and you want to be considered for federal or COMPASS funding assistance, you must participate in this process! See the COMPASS Planning Area map attached.



## What Makes a Good Application?

The key to a successful application is a very well-thought-out project with an identified need, an anticipated schedule, and a budget estimate. If you don't know all the information yet, some of our funding sources might be able to help you develop your project to get it grant ready.

Describe your project, tell us why it is needed, and what stage of development your project is in -- we will help with the rest!

## Schedule

The schedule for the FY2018 COMPASS application cycle follows:

COMPASS APPLICATION CYCLE - 2018	
October 18, 2016	Call for Projects
November 30, 2016	Phase I Applications Due!
January 20, 2017	Phase II Applications Due!
February/March 2017	Application Ranking Meetings
March/April 2017	RTAC recommend Draft FHWA Programs

Additional approvals and public involvement may be required after the prioritization of the projects is approved, depending on the funding source selected.

## Ranking

The Phase II application includes questions related to performance measures in *Communities in Motion 2040*, the regional long-range transportation plan (<http://www.compassidaho.org/documents/prodserv/PerformanceMeasuresBoardofficial.pdf>). COMPASS staff will provide quantitative data obtained from the Phase II application, as well as other analytical data for base information. A subcommittee will review the preliminary analysis and prioritize the applications based on a paired comparison ranking of all applications.

A.	<u>3</u>	A/B	A/C	A/D	A/E	A/F
B.	<u>4</u>	B/C	B/D	B/E	B/F	
C.	<u>2</u>	C/D	C/E	C/F		
D.	<u>5</u>	D/E	D/F			
E.	<u>0</u>	E/F				
F.	<u>1</u>					

Figure 1: Sample Ranking Sheet of Paired Comparisons

Paired comparison equates each project to each other project. When deciding which of the two projects is "better," a ranking committee will compare them based on analytical data related to performance measures. Each application's rank is calculated using the sum of the number of times it was selected as "better" than the project it was compared against. A sample ranking sheet is shown above in Figure 1 (count all letters circled in the entire table). The final recommendation is determined after discussion of the paired comparison results.

The RTAC subcommittee that reviews all FHWA applications is made up of COMPASS' technical committee (member agency staff).

## Programming

Once priorities are approved, COMPASS staff matches the application with appropriate funding sources based on the order of priority, eligibility for funding, project readiness, and funds available over the next five years.

If a project is “programmed” in a federal program, you must be aware of federal-aid program requirements. You will be required to acknowledge that you understand these requirements before submitting the Phase II application. If you need assistance identifying those, please contact COMPASS staff.

Applications that cannot be matched to a funding category in either phase of programming will be included in the COMPASS Resource Development Plan. COMPASS staff will research other funding opportunities throughout the year, and provide information to you if a funding source that matches your project is located.

## What Funding Sources are Available?

COMPASS manages many different funding sources, both federal and non-federal. The following are the main funding sources staff considers when programming funds:

### Federal Highway Administration

- Surface Transportation Program (STP)
  - Transportation Management Area (TMA) (Boise Urbanized Area)
  - Urban (Nampa Urbanized Area)
- Transportation Alternatives Program (TAP) - TMA

### COMPASS

- Communities in Motion (CIM) Implementation Grant
- Project Development Program

While COMPASS considers all funding for inclusion in the TIP, Valley Regional Transit, as the designated recipient, programs all FTA funds.

Valley Regional Transit will not accept new applications for FTA funding for the FY2018 funding application cycle, as they are determining how to incorporate new FTA federal regulations.

## COMPASS Grants:

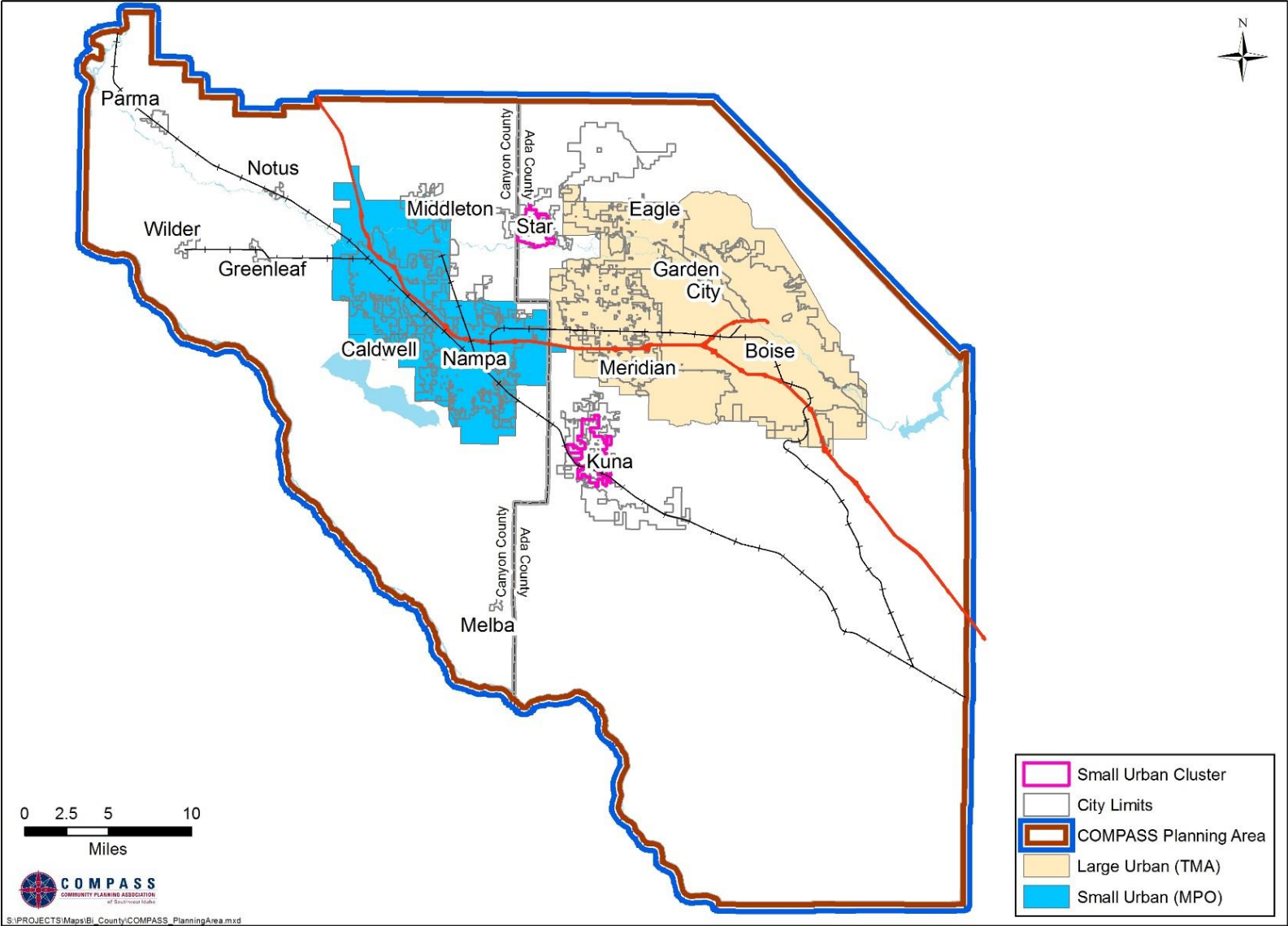
Since the CIM Implementation and Project Develop Program grants require no Phase II application, please contact COMPASS staff for more information prior to submitting your Phase I application.

## More Information

If you want to learn more about the COMPASS application cycle, and the additional requirements if your project receives federal funding, please contact COMPASS staff.

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# COMPASS Planning Area



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