



NAPA VALLEY TRANSPORTATION AUTHORITY TAC Agenda Letter

TO: Technical Advisory Committee
FROM: Kate Miller, Executive Director
REPORT BY: Danielle Schmitz, Director of Capital Development and Planning
(707) 259-5968 / Email: dschmitz@nvta.ca.gov
SUBJECT: Requests for Letters of Interest for Sub-Housing Incentive Program (HIP) Project

RECOMMENDATION

Information only. Staff will discuss the Call for Letters of Interest for the Napa County Sub-Housing Incentive Program.

EXECUTIVE SUMMARY

The Metropolitan Transportation Commission (MTC) administers the Housing Incentive Program to incentivize transportation infrastructure improvements that support low-income housing generation or preservation. A sub-program totaling \$1,000,000 (Sub-HIP) is dedicated to the North Bay counties of Sonoma, Napa and Marin. Napa County's share of this funding is \$300,000, and must be spent on projects within Priority Development Areas. In order to assess potentially eligible projects and interested parties, the Napa Valley Transportation Authority (NVTA) is issuing a Call for Letters of Interest. Letters received by April 20 will be reviewed, summarized and presented to the Board for approval in May 2020.

FISCAL IMPACT

Is there a Fiscal Impact?

BACKGROUND AND DISCUSSION

NVTA is issuing a Call for Letters of Interest for Sub-HIP projects. Projects must meet the following criteria:

- Must be a transportation investment directed within or connected directly to a Priority Development Area (PDA) or Transit Priority Area (TPA).
- Must meet the eligibility guidelines for One Bay Area Grant Cycle 2 (OBAG 2) County program.

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- Must be able to obligate funds by the end of FY 2022, consistent with OBAG 2.
 - Must be eligible for Federal Surface Transportation Block Grant / Congestion Mitigation and Air Quality Improvement (STP/CMAQ) funding.
 - Project sponsors must be compliant with OBAG 2 county program policies (such as Housing Element annual reporting, Surplus Lands Act, Complete Streets Requirements.)

Examples of eligible project types include the following:

- Local Street and Roads Maintenance
- Bicycle and Pedestrian Improvements
- Transportation for Livable Communities projects – roundabouts, bulb-outs, streetscapes, transit amenities, crosswalk enhancements, etc.
- Safe Routes to School projects

Please submit Letters of Interest to Danielle Schmitz, dschmitz@nvta.ca.gov by April 20, 2020.

SUPPORTING DOCUMENTS

Attachment: (1) Sub-HIP Call for Letters of Interest
(2) MTC Sub-HIP Project Proposal
(3) Map of Napa and American Canyon PDAs



March 25, 2020

Sub-Housing Incentive Program
Letters of Interest

To All Interested Parties:

Napa County Transportation Authority seeks letters of interest from any eligible agency who may have a transportation infrastructure project that supports generation or preservation of housing units of affordable housing (housing at the very low-, low-, and moderate- income levels). New or preserved units must be located in a Priority Development Area or Transit Priority Area (PDA or TPA). The Metropolitan Transportation Commission has made available a pilot portion of the Housing Incentive Pool Program (HIP) to the North Bay counties (AKA Sub-HIP). Napa County's share will be \$300,000. NVTA seeks interested agencies that are eligible under One Bay Area Grant guidelines, and able to use Surface Transportation Program/ Congestion Mitigation Air Quality Program funds. All interested parties should submit letters of Interest to Danielle Schmitz, Director of Capital Development and Planning via email at dschmitz@nvta.ca.gov or by mail 625 Burnell Street, Napa, CA 94558, by April 20, 2020. All inquiries regarding this process should be similarly be forwarded to Ms. Schmitz.



METROPOLITAN
TRANSPORTATION
COMMISSION

ATTACHMENT 2
TAC Agenda 7.2
April 2, 2020
Bay Area Metro Center
375 Beale Street, Suite 200
San Francisco, CA 94105
415.778.6700
www.mtc.ca.gov

November 7, 2019

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Brad Paul
Deputy Executive Director,
Local Government Services

RE: Sub-HIP Project Proposals – North Bay Counties

To: Bay Area County Transportation Agencies

On October 23, 2019, the Commission approved revisions to the Housing Incentive Pool (HIP) framework (MTC Resolution No. 4348), including project and eligibility guidelines for the \$5 million Sub-HIP set-aside.

In adopting the program guidelines for the \$76 million HIP program in October 2018, the Commission carved out \$5 million for a pilot competitive program and directed staff to develop guidelines. The pilot program, now referred to as Sub-HIP is intended to fund eligible transportation infrastructure to support affordable housing projects in Priority Development Areas (PDAs) or Transit Priority Areas (TPAs).

Resolution 4348 directs \$4 million in Sub-HIP funds for eligible projects in Solano County. The remaining \$1 million in Sub-HIP funds are available to projects in Marin, Napa, and Sonoma counties. Consistent with the overall One Bay Area Grant (OBAG 2) County Program, grants must be a minimum of \$250,000 and Surface Transportation Block Grant Program/Congestion Mitigation Air Quality Improvement Program (STP/CMAQ) eligible. The full program guidelines are attached to this letter.

County Transportation Agencies (CTAs) in the four North Bay counties are expected to submit project proposals that conform to the Sub-HIP program guidelines to MTC staff by **May 1, 2020**. CTAs are also required to develop county-specific guidelines and manage a call for projects. Given the relatively small amount of funding available for Marin, Napa, and Sonoma counties, MTC staff encourages CTA coordination prior to submitting project proposals to MTC.

Please reach out to Mallory Atkinson at matkinson@bayareametro.gov or (415) 778-6793 with any questions or concerns related to this program.

Sincerely,

Ross McKeown
Acting Director,
Programming & Allocations

Attachment – Sub-HIP Project and Eligibility Guidelines

OBAG 2 SUB-HIP Program
\$5 Million Set-Aside Eligibility and Programming Guidelines
(per MTC Resolution No. 4348)

The following framework will guide the distribution of the \$5 million set-aside from the HIP program. The set-aside is intended to help finance eligible infrastructure that will support affordable housing projects in Priority Development Areas (PDAs) and Transit Priority Areas (TPAs).

Funding Distribution:

1. Funds will be apportioned \$4 million to the Solano Transportation Authority (STA) and \$1 million for the other North Bay counties (Marin, Napa, and Sonoma) to be distributed after evaluation of proposals from the County Transportation Agencies (CTAs) in those counties for eligible projects, due to MTC by May 1, 2020.
2. Eligible counties will be responsible for developing county-specific guidelines, managing a call for projects, and submitting project recommendations to MTC that are consistent with these guidelines.

Project Eligibility:

1. Project must be a transportation investment directed within or connected directly to a PDA or TPA.
2. Project must meet the eligibility guidelines for the OBAG 2 County Program.
3. Project must be able to obligate funds by the end of FY2022, consistent with OBAG 2.
4. Project must be eligible for Federal Surface Transportation Block Grant/ Congestion Mitigation and Air Quality Improvement (STP/CMAQ) funding.
5. The minimum grant size to be awarded is \$250,000.

Jurisdiction Eligibility:

Project sponsors for selected transportation projects must be compliant with OBAG 2 County Program policies (such as Housing Element annual reporting, Surplus Lands Act, Complete Streets Requirements.)



