2025 CALL FOR PLANNING STUDIES

SUBMISSION GUIDEBOOK

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I. INTRODUCTION

A. About the Planning Sustainable Places Program

In October 2010, a consortium of more than 60 regional partners, led by the Mid-America Regional Council, received a $4.25 million planning grant from the U.S. Department of Housing and Urban Development to advance the implementation of the Regional Plan for Sustainable Development, Creating Sustainable Places.

Creating Sustainable Places is not only a regional vision and plan to guide how we grow and develop, but a strategy for moving our communities from planning to action. This strategy includes the following steps:

- Organizing for Success − Building on the region's strong track record of collaboration to provide leadership, coordinate outreach and education activities, broaden public understanding of and involvement in sustainability issues, and strengthen stakeholder capacity to address them.
- Enhancing Decision Making − Developing new tools, policies and practices necessary to make sound investments and accelerate sustainable development.
- Demonstrating New Models − Applying these new tools to key corridors and activity centers through demonstration projects that can help transform the ways neighborhoods and communities grow and develop.

The 2013 Planning Sustainable Places Program (PSP) combined funds dedicated to the demonstration projects component of Creating Sustainable Places and the Livable Communities Surface Transportation/Bridge Program awards to provide local governments with financial support to advance detailed local planning and project development activities. The program received 37 applications and funded 18 projects.

In the subsequent funding cycles, the program has been funded solely through the Surface Transportation Program and funding was only available to jurisdictions and other government entities within the then eight county MARC metropolitan planning organization boundary. The number of applicants and funded projects for the 2015 to 2023 funding cycles were as follows:

Funding Cycle	Number of Applicants	Number of Funded Studies
2015	27	13
2017	37	25
2019	23	12
2021	30	14
2023	29	18

The Creating Sustainable Places Initiative and the region's long-range plan, *Connected KC 2050*, outline a need to focus efforts on promoting concepts consistent with sustainable communities and place a focus on advancing site specific and project specific activities in support of these objectives. Projects awarded funding will be consistent with those goals. Additionally, projects should address creating vibrant communities that serve the needs of individuals of all ages and abilities.

Beginning with the 2025 Call for Projects, the program will fund studies in all nine counties of the MARC metropolitan planning organization. The 2025 Planning Sustainable Places program will continue to serve as a single local government assistance program intended to specifically respond to these goals and facilitate the following objectives:

Program Objectives:

- Support the development and implementation of local activity center plans consistent with Creating Sustainable Places principles, identified regional activity centers, and the land use policy direction outlined in [Connected KC 2050](#) long-range transportation plan.
- Support localized public engagement and community consensus building.
- Support the identification and conceptualization of land use strategies, transportation projects, and related sustainable development initiatives that help to realize and advance the objectives identified in the Creating Sustainable Places initiative, [Connected KC 2050](#), and the MARC Board's adopted policy statement on regional land use direction.
- Support the conceptualization, development, and implementation of Creating Sustainable Places projects.

B. Call for PSP Projects

As funding of the program is limited, MARC and the Planning Sustainable Program Committee will conduct a regional solicitation and call for applications. The solicitation details and related application deadlines are outlined below.

Application Website: https://data.marc.org/psp/

Application Opening: May 1, 2024

Application Deadline: June 14, 2024 at 4 p.m. CDT

II. AVAILABLE FUNDING

The Planning Sustainable Places program utilizes funding and programming of Transportation Program (STP) awards.

> **$1,620,000 –Available Funding**
> **$900,000 – Missouri STP – FFY 2025**
> **$720,000 – Kansas STP – FFY 2025**

Local Match
The Planning Sustainable Places program requires a **minimum non-federal cash match of 20 percent.** Applications with a higher local match percentage will receive additional consideration during the project selection process.

Maximum Funding to be Awarded Per Project
The maximum available Planning Sustainable Places federal funds award per study is $150,000. There is no minimum award, nor is there a minimum or maximum total project budget size.

Transportation Fees
MARC will collect a project fee of 1.0% of federal funds awarded to any project selected through a MARC transportation project selection/programming process. The non-refundable fee is charged to the project sponsor.

III. CALL FOR PROJECTS SCHEDULE

The schedule for the Planning Sustainable Places call for projects is described in the following table. The solicitation database will open May 1, 2024 at https://data.marc.org/psp/ . All projects must be submitted via the online database. **The deadline to submit applications is June 14, 2024 at 4 p.m. Central Daylight Savings Time (CDT).**

DATE	ACTIVITY
May 1, 2024	Call for projects begins
May 16, 2024	Call for projects pre-application workshop at 1 p.m. (Hybrid)
June 14, 2024	Project submission deadline at 4 p.m. CDT
July 1, 2024	Project submission public comment period opens
July 22, 2024	Project submission public comment period closes
June – July 2024	MARC staff technical analysis and scoring
Aug. – Sept. 2024	Sustainable Places Policy Committee evaluation and prioritization
Sept. 2024	MARC Total Transportation Policy Committee and MARC Board adoption

IV. ELIGIBILITY

Eligible Applicants
Jurisdictions (cities, counties and states) and transportation agencies located within MARC's metropolitan planning boundary — Johnson, Leavenworth, Miami and Wyandotte counties in Kansas and Cass, Clay, Jackson, Platte and Ray counties in Missouri — may apply for consideration.

Non-profit and other non-governmental organizations are encouraged to partner with a jurisdiction, transportation agency or other government entity but they may not participate in the PSP process as a project sponsor.

Eligible Locations
Areas within the MARC metropolitan planning organization boundary are eligible, but an emphasis will be placed on identified activity centers within our defined redevelopment area[1] [select the Redevelopment Area layer in the Planning Sustainable Places Atlas]. The selection of projects will be prioritized around areas that show a "confluence of opportunities," areas that include multiple development opportunities that support regional goals.

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[1] The MARC redevelopment area is a representation of the 1990 urbanized area which contains: 1) 1990 Census tracts with a minimum of 1,000 population or employment per square mile (converted to 2012 Census blockgroups); and 2) 2010 blocks at least 30% developed in 1990, within 2010 urban area. Any land use change resulting in an increase in population or employment is defined as redevelopment in the long-range forecast.

V. PROJECT CATEGORIES

The Planning Sustainable Places Program will consider studies in two categories:

> Category A − Sustainable Places Plans
> Category B – Project Development

All project proposals regardless of category will be required to comply with federal transportation funding eligibility guidelines[2].

Example projects can be viewed in an interactive online map document here.

A. Sustainable Places Plans

<u>Intent:</u> This first level of planning in the Planning Sustainable Places program focuses on looking at the big picture and crafting a vision that integrates transportation, land use and the environment and identifies project need. The project must meaningfully engage the community in a collaborative dialogue. This will be accomplished through the required localized public engagement process that engages multiple audiences (i.e. neighborhoods, businesses, historical society, community organizations); incorporates a variety of communication platforms; and utilizes a collaborative design process which is cyclical and tests, analyzes, and refines the design in response to citizen engagement.

<u>Pre-requisites</u>:
> Vision of Future Vibrancy

<u>Required Project Element</u>:
> Robust Public Engagement Process

<u>Required Deliverables:</u> Implementation Plan Detailing Project Timeline

<u>Possible Elements:</u>
- New and/or revised land use strategies
- Transportation demand-reduction measures
- Internal mobility enhancements – traffic calming, pedestrian, transit, and/or bicycle circulation, safety and security for all modes
- Continuity of local streets in community
- Need/identification of future transit
- Connectivity of transportation to other centers
- Public and private investment and implementation strategy
- Assembly of Walk-friendly Community applications
- Public information plan for implementation
- Typical cross-sections based on typical ROW, not site measured specifics
- Rough cost estimates for fitting in ROW but not design
- Identification of if ROW is needed but not specific details; identify critical issues of project

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[2] FAST Act: https://www.fhwa.dot.gov/fastact/factsheets/stbgfs.cfm and
  BIL: https://www.fhwa.dot.gov/bipartisan-infrastructure-law/stbg.cfm

Sustainable Places Plan Examples

2013	Olathe Connectivity Plan	Truman Road Green Gateway	Shawnee Nieman Road Connectivity Plan	US-69 Pleasant Valley Road Corridor Plan
	3rd and Grand Transportation Hub	I-49/US-71 Sustainable Redevelopment Corridor Plan	Reconnect Westside Plan	Parkville Downtown Master Plan
	Leawood 135th Street Community Plan	Clay County 69PV Corridor Plan		
2015	A New Look at Old Town Lenexa	Highway 92 Corridor Study	Tri-City Multimodal Redevelopment Plan | Bonner Springs, Edwardsville, and Kansas City, KS	
2017	Edgerton Downtown Edgerton Plan	Gardner Main Street Corridor Plan	KCATA Leavenworth Transit Plan	KCATA Southwest Johnson County Transit Plan
	KCATA 75th & Metcalf Transit and Pedestrian Access	KCMO Truman Road Complete Street Redevelopment Plan	KCMO Midtown Complete Streets Corridor Plan	KCMO Gillham Road Corridor Bike Connections Plan
	Lenexa Quivira Road Corridor Study	Louisburg Master Trail Plan	Olathe Get Active Bike Share Implementation Strategy	Prairie Village City Wide Bike/Ped Plan
	UG Kaw River Bike/Ped Connector Bridge	UG Rosedale University Town District: Fisher Park	Overland Park Vision Metcalf: The College Avenue Node	
2019	Gladstone North Oak Complete Streets	KCATA Wayfinding System Plan	KCMO 63rd Street Corridor	KCMO/HEDC West 31st Street Corridor
	KCMO Linwood Corridor	North Kansas City Bike Master Plan	Olathe Downtown Active Transportation Connectivity Plan	Shawnee Re-Imagine 75th
	KCATA Woodland Plaza			
2021	UG Countywide Mobility and TOD Strategy	Going Green with Groundwork + UG: Developing a NE KCK Heritage Trail and GI Project	Overland Park Merriam Drive Gateways Corridor Study	Downtown Merriam Corridor
	Basehor Active Transportation Master Plan	OZ Commons - Downtown Osawatomie Redevelopment	Westwood 47th Place Complete Streets Planning	Transportation Element of the KC Spirit Playbook
	Blue Ridge Blvd. Corridor Study - I-49 to Grandview Road	West Pennway Street Redesign Plan	Station Area Plan: 35th and Prospect	
2023	Basehor Downtown Corridor Improvement Plan	De Soto 83rd Street and Lexington Avenue Corrdor Study	Osawatomie Oz Commons: Community Hub	Grandview Harry Truman Drive and Presidential Trail Enhancement
	KCMO Multi-County Regional Bike/Ped Highway Barrier Removal Project	KCMO Southwest Boulevard Transportation Study	KCMO Vine Street with Greenline Connector	Mission City-Wide Bike/Ped & Trail Connections Study
	Greenwood Connected	Bonner Springs Downtown Master Plan	Independence Transportation for All	North Kansas City Riverfront Levee Trail
	Overland Park 79th Street Corridor Study	Parkville ADA Transition Plan		

The 2023 studies without links are still underway. To learn more about each, visit the PSP Hub.

B. Project Development

Important Note: Funding is available to support Project Development for locations that have previously developed local plans for the area or activity center in question, and that have already developed the core plan elements outlined above. Demonstration of these previous efforts will be necessary to be eligible to receive Project Development funding.

Intent: This level of planning in the Planning Sustainable Places program focuses on drilling down into a Sustainable Places type of plan. The Sustainable Places Plan does not have to be the result of a Sustainable Places Plan through MARC. Communities that have completed work that meets the criteria of a Sustainable Places Plan are encouraged to utilize the Planning Sustainable Places Project Development opportunity to further develop their big picture plans to integrate project needs and concepts. This level does not include PS&E (plans, specifications and estimates) nor would it include survey work.

Pre-requisites:
  Vision of Future Vibrancy
  Timeline
  Elements developed in Sustainable Places Plan or equivalent

Required Project Element:
  Robust Public Engagement Process

Required Deliverable: Detailed Plan Including a Budget (Sources & Uses) Document It may also include Sketch plans; renderings; memorandum/report of recommendations for environmental and design studies necessary to move to more project-specific detail

Possible Elements:
- Transportation project feasibility analysis
- Parking facility or management plan
- Bicycle/pedestrian project plan
- Transit project or facility plan
- Multi-modal corridor plans
- Green and complete streets
- Environmental mitigation plan or restoration plan
- Design guidelines
- Public information plan for implementation
- Typical cross-sections based on typical ROW, not site measured specifics
- Rough cost estimates for fitting in ROW but not design
- Finish Recommended Plan with deliverable as memorandum or report
- Identification of if ROW is needed but not specific details; identify critical issues of project
- Plan should address the final state for a long-term reality, i.e. moving from 2 lane to future arterial
- Outline how ROW will increase if planning for trail system
- Does not include National Environmental Policy Act (NEPA) process
- Alignment Studies

Project Development Examples			
2013	Independence Englewood Arts District Circulation	Overland Park Parking Plan	Merriam Shawnee Mission Parkway Corridor Plan	
2015	Shawnee Linking Historic Shawnee	Louisburg Downtown Complete Street	Lenexa New Look at Old Town Lenexa	KCMO Waldo Streetscape
	KCMO Independence Ave Overlay	Marlborough Village Zoning Overlay	Leawood 135th Community Implementation Plan	
	North Kansas City Burlington Corridor Complete Street Design *	Independence Truman & Winner Roads Commercial Node *	Parkville Route 9 Corridor Study *	
2017	Independence 24 Highway Fairmount Business District Plan	KCATA Swope Area – Prospect Connectivity Study	KCMO Independence Pedestrian Safety Improvements Study	KCMO Troost & Prospect Avenues ROW Enhancement Plans
	North Kansas City Armour Road Complete Street Plan	Overland Park – Event and Transportation Hub	UG Cambridge Connector Feasibility Analysis	Westwood 47th Street Complete Street Evaluation
	Edwardsville Connecting Edwardsville *	KCMO Trails Nexus Study & Ordinance *		
2019	Gardner Destination Downtown	Roeland Park Roe Boulevard and Johnson Drive Corridor Plan *	Independence Truman Connect *	
2021	North Kansas City East-West Connectivity Study	Dr. Martin Luther King, Jr. (Blue Parkway/Swope Parkway) Pedestrian Facilities Study	Overland Park College & Metcalf Walkability Study *	
2023	Mission Rock Creek Corridor Improvements: Downtown Center to East Gateway	Overland Park College & Metcalf Overlay District *	Port KC Berkley Riverfront Connectivity Study	Westwood Rainbow Blvd/7th St/Hwy 169 Complete Streets Traffic Management Plan

Studies noted with "" were classified as Implementation Activities in previous funding rounds.

The 2023 studies without links are still underway. To learn more about each, visit the PSP Hub.

The previous third category, Implementation Activities, which had been a category during the 2015 to 2023 funding rounds has been removed as a category. Given the program only supports planning studies, the category of Implementation Activities created confusion for applicants. Many of the elements that had been outlined for the Implementation Activities have been regularly incorporated into either Sustainable Places Plan studies or Project Development studies, so the Implementation Activities category has been removed.

VI. EVALUATION CRITERIA

Applications requesting Planning Sustainable Places funding will be evaluated by the following criteria: (Further details can be found at: https://www.marc.org/document/2025-planning-sustainable-places-project-scoring-criteria. Also refer to Section XI of this guidebook for additional details and guidance.)

	Question	Responses	Sustainable Places Plan	Project Development
Intent	4.1 The project promotes improved travel choices (e.g. bicycling, walking, etc…).	project does not promote improved travel choices or	0	0
		project promotes improved travel choices without clear applicant description or	3	2
		applicant clearly describes how project promotes improved travel choices	6	4
	2.3 The mix of land use types contributes to the vibrancy of a place. [Points are cumulative]	Less than half the blocks in the study area have at least two or more land use types	0	0
		The proposed scope includes an examination of land use in the study area.	3	2
		Half the block groups in the study area have at least 2 or more land use types	3	2
	2.6 Impervious surface can adversely affect infrastructure, water volumes, water quality and contributes to heat islands. [Points are cumulative]	Less than half the blocks in the study have at least 40% impervious surface	0	0
		Proposed scope explores potential solutions to address impervious surface, heat islands, or environmental stewardship solutions in the study area	3	2
		At least half the blocks in the study area have at least 40% impervious surface	1	1
		At least half the blocks in the study area have at least 60% impervious surface	2	1
	2.4 Housing choice is facilitated by a mix of housing land use types. [Points are cumulative]	Less than half the blocks in the study area have at least 2 or more housing land use types	0	0
		The proposed scope includes an examination of housing land use in the study area	3	2
		Half the block in the study area have at least 2 or more housing land use types	3	2
	4.2 Describe how the project advances improved public health.	project does not advance improved public health or	0	0
		project advances improved public health without clear applicant description or	3	2
		applicant clearly describes how project advances improved public health	5	4

	Question	Responses	Sustainable Places Plan	Project Development
Intent	4.3 Describe how the project supports investment in areas with existing infrastructure:	project does not support investment in areas with existing infrastructure or	0	0
		project supports investment in areas with existing infrastructure without clear applicant description or	1	1
		applicant clearly describes how project supports investment in areas with existing infrastructure or	2	2
		applicant clearly describes how project supports investment in areas with existing infrastructure and explains how the condition of the existing infrastructure has been assessed	5	3
	4.4 Describe how the project improves economic growth (i.e jobs retention, jobs generator, tax growth):	project does not improve economic growth or	0	0
		project improves economic growth without clear applicant description	3	2
		applicant clearly describes how project improves economic growth	5	4
	2.1 Destinations contribute to the vibrancy and attraction of a place. Please tell us about any priority destinations that are to be connected.	There isn't at least 1 block in the lowest density tier for any destination type.	0	0
		At least 1 block in the lowest density tier for 1 destination type	1	1
		At least 1 block in the lowest density tier for 2 or more destination types OR at least 1 block in the second density tier for 1 destination type	2	2
		At least 1 block in the second density tier for 2 or more destination types OR has at least 1 block in the middle density for 1 destination type	3	3
		At least one block in the middle tier or higher for 2 or more destination types OR at least 1 block in the top two tiers for a single destination type	4	4
	4.5 Describe how the project promotes resiliency (physical and/or economic):	project does not promote resiliency	0	0
		project clearly explains how the project promotes resiliency	6	3
	4.6 Describe how the project includes innovation in concept generation and public engagement:	project does not include innovation	0	0
		applicant clearly describes how project includes innovation	3	4

	Question	Responses	Sustainable Places Plan	Project Development
Location	5.1-2 Does this project serve MARC's defined redevelopment area?	project is not within the defined redevelopment area or	0	0
		project is within the defined redevelopment area or	5	2
		project is within the defined redevelopment area that has declined in population and/or employment	10	5
	5.3-4 Is the project located in an activity center identified on MARC's map of activity centers?	project is not within an activity center on MARC's map of activity centers or	0	0
		project is within any activity center	1	1
		project is within a center of medium intensity of activity AND sponsor clearly and objectively documents how the activity center has increased in intensity and walkability to warrant a higher intensity status	3	3
		project is within a center of very high or high intensity of activity AND/OR implements elements & recommendations of "Planning Sustainable Places" or corridor demonstration projects from "Creating Sustainable Places" initiatives AND/OR sponsor clearly and objectively documents how the activity center has increased in intensity and walkability in order to warrant a higher intensity status	5	5
	5.5-6 Does the project serve a current or future transit corridor or mobility hub (Smart Moves 3.0)?	project is not within a Smart Moves 3.0 transit corridor or mobility hub	0	0
		applicant describes how the project serves a future transit corridor or mobility hub (Smart Moves 3.0) or	2	2
		applicant describes how the project serves a current transit corridor or mobility hub (Smart Moves 3.0)	5	5
	5.7-8 Does the project serve an environmental justice area(s) or has areas with hidden environmental justice populations or provides environmental justice areas connections to opportunities (i.e. jobs access, education, reduce health disparities)?	project is not within nor connects environmental justice tract(s) to opportunities and doesn't have a hidden population	0	0
		project is within environmental justice tract(s), has documented a hidden population or connects environmental justice populations to opportunities or	2	2
		project is within environmental justice tract(s), has documented a hidden population or connects environmental justice populations to opportunities and clearly describes how it addresses existing adverse health, social and environmental effects	5	5

	Question	Responses	Sustainable Places Plan	Project Development
Partnership	6.1 Describe the partnerships formed to develop the project and the manner in which these partnerships will benefit the project.	project does not document project partnership or	0	0
		applicant documents project coordination	2	5
		applicant documents project coordination within sponsor entity <u>and</u> partnership with entities outside sponsor entity	5	10
	6.2 Describe if the project demonstrates sustained involvement with equity and/or typically underrepresented stakeholders	project does not demonstrate involvement of equity and/or typically underrepresented stakeholders	0	0
		equity and/or typically underrepresented stakeholders support the project (i.e. provide support letter)	2	2
		equity and/or typically underrepresented stakeholders are participants and are committed to the project (i.e. will serve on steering committee)	3	6
		equity and/or typically underrepresented stakeholders are participants, are committed to the project, and have committed resources (i.e. staff time, meeting space) to project	5	10
Implementation	1.9 The project commits a non-federal match of greater than 20% (the minimum required):	project commits minimum non-federal match	0	0
		project commits non-federal match of 25% - 49.9% or	2	1
		project commits non-federal match of 50% or greater	4	2
	3.8 The applicant demonstrates a commitment towards implementation:	applicant does not demonstrate past success or	0	0
		applicant clearly explains what previous planning the project builds upon	10	10
	6.3 The project has taken steps toward implementation (points are cumulative)	project does not demonstrate commitment to implementation		0
		project application includes letter from mayor		2
		project is in a community that has achieved Gold Community for All Ages recognition		2
		project demonstrates how results of public engagement have been used in project		2
		project has approvals in place (i.e. rezoning, commission approvals, or other administrative approvals; entitlements are in place)		4
Total Points			**100**	**100**

VII. EVALUATION AND RECOMMENDATION PROCESS

Once the call for projects closes on June 14, 2024, MARC staff will conduct initial technical analysis for submissions in each project category. Projects will be scored based on how well they meet solicitation criteria and support the program goals. These scores will serve as one tool to help evaluate submissions.

Following staff analysis, the projects will be evaluated by the Sustainable Places Policy Committee, comprised of elected officials, local planners, community leaders and developers to name a few, in the Kansas City area.

The Sustainable Places Policy Committee will build on information and scores provided, and identify gaps, assess priorities and propose a recommended list of projects for funding through the Planning Sustainable Places program for MARC's Total Transportation Policy Committee and MARC's Board of Directors to approve.

VIII. CALL FOR PROJECTS WORKSHOP

May 16, 2024, 1 p.m.
Mid-America Regional Council
MARC Heartland Room or Zoom
600 Broadway Ste 200, Kansas City, MO 64105

Registration Link:

https://member.marc.org/ap/Events/Register/NWHYblGixHaCm

MARC will host a call for projects webinar on May 16, 2024, at 1 p.m. to explain the project nomination and evaluation process, walk through the submission database and allow time for questions. Attendance at the call for projects workshop is not required to nominate projects, but the session should help participants develop stronger applications. This webinar will be recorded and posted to the Pre-Bid Workshop Section of the Application Portal. Additionally, a PDF copy of the presentation slides will be posted to the Pre-Bid Section.

Topics covered at the workshop will include:
• Timeline for developing and submitting applications
• MARC available planning resources (NRI info, other info/tools)
• Overview of program objectives
• Eligible project types and examples
• How nominated projects will be evaluated and prioritized
• Demonstration of online submission form and mapping resources
• Question and answer session for participants

Questions about the workshop? Contact Beth Dawson at 816-701-8325 or bdawson@marc.org or Taylor Cunningham at 816-701-8228 or tcunningham@marc.org .

NEW for 2025 Office Hours
As an added opportunity for prospective sponsors, we will be offering four different office hour sessions. The sessions make staff available to answer questions and provide feedback on applications. To participate in a session, you will need to register for one of the Teams sessions.

Date	Time	Registration Link
May 10, 2024	1 p.m.	https://bit.ly/3UG2dU2
May 20, 2024	3 p.m.	https://bit.ly/3UEQxRg
May 29, 2024	3 p.m.	https://bit.ly/49TO2Pu
June 5, 2024	3 p.m.	https://bit.ly/3UPiOVz

IX. SUBMISSION DATABASE

A. Create an Account

The submission database is located at https://data.marc.org/psp/

The first time you use the database, click on "Register." Fill in the requested information to create a unique account. Multiple people from the same jurisdiction or agency can set up individual accounts.

B. Add a Project

Log in to the database and click on "Start New Application" to add a new project. A blank submission form will open. You can incrementally add information about a project during multiple sessions, and the information will not be visible to the public. Please be aware that one of the initial screening questions for your application will ask about the project match amount. **If your Non-federal Cash Match, question 1.9, is less than 20% of the total, the system will not allow you to submit your application.**

If the session is about to time out due to inactivity, the project information **will** automatically be saved. But project information **will not** automatically be saved if a user closes their Internet browser without clicking on "Save."

All projects will be posted online for public review and comment after the submission deadline.

C. Revise a Project

Each time you log into the database, you will see a list of projects you have submitted or are working on. You can update information on an existing project or add a new one.

You can make changes to projects until the database closes at 4 p.m. CDT on June 14, 2024.

D. Delete a Project

To delete a project nomination, log in to the database and click on the "Delete" button next to the selected study in your list of projects on the main administration page.

E. Report Issue

If you run into any issues with the application portal, please click on the "Report Issue" button and fill out the form detailing the issue that you are experiencing. If you could please provide a screenshot of the issue, that would be helpful.

If you need assistance with the submission database, contact Beth Dawson at 816-701-8325 or bdawson@marc.org or Taylor Cunningham at 816-701-8228 or tcunningham@mar.org.

X. RESOURCE MAPS

MARC has created an online mapping application that provides relevant information to project sponsors. The map can be used to view the proximity of nominated projects to important regional assets, like MetroGreen®, corridors and activity centers.

This **Planning Sustainable Places Atlas** lets users see multiple map overlays at a time, click on features to get more information about them, and make simple measurements.

Layers in the PSP Atlas:
- Mobility Services
  - Transit Service by Provider
  - Mobility Hubs
  - Smart Moves
  - Streetcar
  - Bikeways and Trails
  - Sidewalks
- Sustainable Place Types
  - Community
  - Consumption
  - Institutional
  - Tourism and Recreation
- Metrogreen Corridors
- Regional Bike Plan
- Planning Sustainable Places (PSP) Projects
- Congestion Management Network
- Creating Sustainable Places Corridors
- Functional Classification
- Activity Centers
- Employment Density
- Land Use Variety
- Housing Variety
- Population by Block
- Minority Population by Block
- Environmental Justice Tracts
- Redevelopment Area
- Percent Impervious by Block
- MARC MPO Boundary
- Cities
- Counties

See [Planning Sustainable Places Atlas](#) to access the map viewer. When accessing the application, select "Layers" in the upper left to view the various layers provided in the map. The layers can then be toggled on and off for viewing.

XI. CONTACT INFO

For assistance with the online submission form, data and resources, or for questions about eligible projects, please contact Beth Dawson at bdawson@marc.org. We will also post answers to frequently asked questions at https://www.marc.org/transportation-transportation-programs/planning-sustainable-places/planning-sustainable-places-call-for-projects

Mid-America Regional Council
600 Broadway, Suite 200, Kansas City, MO 64105-1659
Phone: 816/474-4240   Fax: 816/421-7758

XI. SUBMISSION FORM SAMPLE

A sample of the project submission form is listed in this section with explanations to help project sponsors answer questions and understand staff considerations during scoring, which is one piece of the evaluation. All projects must be submitted by means of the online application form. **The deadline to propose projects is 4 p.m. CDT on June 14, 2024.**

Before beginning the application, the portal will ask for the Project Name.

Application Page 1
General Information

1.1 You must classify your project into one category. Select your category from the following list:
   - Sustainable Places Plan
   - Project Development

   EXPLANATION: The selection of a project category will determine which questions you will see at different points in the application portal. Questions that are not black and reference either Project Development [Level 2] or Implementation Activities [Level 3}, are specifically tied to which category you selected. If a question isn't black and active, a response is not required.

1.2 Organization Type:

1.3 Organization Name:

1.4 Project location (city, county, and general boundaries if site-specific plan):

MID-AMERICA REGIONAL COUNCIL | 600 BROADWAY, SUITE 200, KANSAS CITY, MO 64105
PH: 816/474-4240 | FAX: 816/421-7758 | https://www.marc.org/transportation-transportation-programs/planning-sustainable-places/planning-sustainable-places-call-for-projects

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1.5 Project Scope: Please provide an outline that includes activities to be carried out and expected deliverables

Project Financial Information

Please note: Sponsors that do not provide at least 20 percent cash match will not be allowed to submit their application. If a project is not scalable, it will not be penalized.

1.6 Total Cost

1.7 Federal Amount

1.8 Minimum Funding Amount

1.9 Non-federal Cash Match **Must be at least 20% of Question 1.6 above..**

1.10 Source of local match:

> EXPLANATION: Projects that do not provide at least 20 percent non-federal cash match of the total project budget are not eligible for this program. For example, a federal funds request of $100,000 would require a non-federal cash match of $25,000 for a total project budget of $125,000.

1.11 Is the project scalable?

1.12 If Yes, how would the scope be changed?

<u>Application Page 2</u>
Sustainable Places Characteristics
There are characteristics that contribute to the success of a Sustainable Place. The "Planning Sustainable Places" Map below provides layers of these characteristics so that we can understand your study area's strengths and opportunities. It also helps us understand which characteristics you intend to address in your proposed Planning Sustainable Places project's scope of work.

You can create your project's study area by selecting standard geographies such as County or City, or you can draw a customized study area with a set of Drawing Tools.

Please draw the boundaries of your proposed project's study area. <u>Be sure to click the "Save Map" button at the top of the map window.</u>

Next, to help us better understand the context of the project that you are proposing, we are asking the following questions. The questions ask about characteristics that contribute to the success of a Sustainable Place. Each of the questions are associated

with a layer or layers in the above map where you drew your study area. You may wish to click on the "Show Layers" item to show the list of the layers included.

Destinations

There are four layers that illuminate the density of destinations in your study area. All of the destination layers are based on the number of businesses within each block but calculated on a per square mile basis. The layers are:

Select the Community layer to view the density of civic organizations, cultural organizations, religious organizations, and libraries by block in your study area.

Select the Consumption layer to view the density of retail businesses, restaurants, and services by block in your study area.

Select the Institutional layer to view the density of educational institutions, hospitals, courthouses, and city halls by block in your study area.

Select Tourism and Recreation layer to view the density of parks and natural amenities, historic sites, arts organizations and institutions, sports venues, and hotels by block in your study area.

2.1 Destinations contribute to the vibrancy and attraction of a place. What is in your proposed scope to connect the above destinations in your study area? Please tell us about any priority destinations that are to be connected.

The next six questions ask about characteristics other than destinations. Each question references a particular layer or layers.

2.2 The scale of a study area is impacted by the presence of people. The layers, Population by Block, and Jobs by Block, show the numbers by block. What is in your proposed scope that addresses the scale of your study area?

2.3 The mix of land use types contributes to the vibrancy of a place. The layer, Land Use Variety by Block, illustrates how many different land use types are found in a block. Please describe how the land use mix in your study area supports sustainable land use which offers a mix of land uses near each other supporting pedestrians, bicyclists, and transit riders. What in your proposed scope addresses land use mix?

2.4 Housing choice is facilitated by a mix of housing land use types. The layer, Housing Variety by Block, illustrates how many housing types are found in a block. What in your proposed scope addresses your study area's housing land use mix?

2.5 One of the components of environmental justice is an at or above regional presence of minorities. The layer, % Minority Population by Block illustrates the percentage of population that is minority. What is in your scope that addresses minority populations in your study area?

2.6 Impervious surface can adversely affect infrastructure, water volumes, water quality and contributes to heat islands. The layer, Impervious Surface, illustrates the percentage of impervious surface by block. What in your proposed scope addresses impervious surface and environmental stewardship solutions in your study area?

Connections

There are 8 layers that illuminate types of connections. The layers are:
- Select the Mobility Hubs layer to view mobility hubs.
- Select the Streetcar Stops and Streetcar Stops (Extension) layers to view streetcar stops.
- Select the Streetcar Route and Streetcar Route (Extension) layers to view the streetcar route.
- Select the Sidewalks layer to view sidewalks.
- Select the Transit by Provider layer to view bus routes.
- Select the Bikeways and Trails layer to view bike facilities.

2.7 What is in your proposed scope to address connections in your study area? If connections are missing, tell us about them.

<u>Application Page 3</u>
3.1 Project Description

3.2 Is the project consistent with the relevant adopted local comprehensive plan(s)?

3.3 If yes, please describe.

3.4 If submitting a Project Development [Level 2] application that does not build on a previous PSP project, are the following core elements included in plans previously developed for the area or activity center in question?
> a) Localized public engagement process
> b) Integrated land use, transportation and environmental strategies
> c) Timeline

3.5 Describe how this project and its outcomes directly relate to transportation issues.

> EXPLANATION: For this round of funding, Planning Sustainable Places uses transportation dollars so work under this program must have a transportation purpose. The project sponsor should describe how the project and expected outcomes relate to transportation issues, including, but not limited to, transit, cycling, walking, etc.

3.6 The Planning Sustainable Places program requires projects to include a robust public engagement component. Please outline this component.

> EXPLANATION: A project that includes a robust public engagement component ensures that it engages multiple audiences (i.e. neighborhoods, businesses, historical society, community organizations); incorporates a variety of communication platforms; and utilizes a collaborative design process which is cyclical and tests, analyzes, and refines the design in response to public engagement. The project meaningfully engages the community in a collaborative dialogue.

3.7 One of the dominant goals of the Planning Sustainable places program is to create or enhance vibrant communities. Please explain how this project will enhance future vibrancy. (See http://resource.sustainable-kc.org/ for principles and concepts that contribute to a vibrant community.)

> EXPLANATION: A project that results in multiple positive community benefits for compatible businesses and industries, improves recreational opportunities, enhances housing opportunities and generally improves the socioeconomic conditions in the community for enhanced livability.

3.8 For Project Development [Level 2] projects: The Planning Sustainable Places program looks to further those plans that advance implementation. Please provide the project's timeline for implementation.

Application Page 4
The following questions address a project's Intent.

4.1 Describe how the project promotes improved travel choices (e.g., bicycling, walking, transit use, transportation demand strategies, etc.) For more information, as well as project and code examples, see the sustainability principle of Transportation Choice in http://resource.sustainable-kc.org/.

> EXPLANATION: A project that promotes improved travel choices is one that includes a multimodal transportation system, with facilities for bicycling, walking, transit use and other modes of travel. Transportation demand strategies, such as flextime work schedules, telecommuting and ridesharing would also be considered as part of a suite of travel choices.

4.2 Describe how the project advances improved public health. For more information, as well as project and code examples, see the sustainability principle of Design for Healthier Lifestyles in http://resource.sustainable-kc.org/.

> EXPLANATION: A project that advances improved public health is one that incorporates infrastructure that promotes active living, improved access to healthy food and health services, and includes other public health friendly elements.

4.3 Describe how the project supports investment in areas with existing infrastructure. For more information, as well as project and code examples, see the sustainability principle of Corridors & Activity Centers or Unique Community Characteristics in http://resource.sustainable-kc.org/.

> EXPLANATION: A project that supports investment in areas with existing infrastructure is one that does not need new infrastructure and is found in an already established area as part of a redevelopment or infill plan.

4.4 Describe how the project improves economic growth (i.e. jobs retention, jobs generator, tax growth).

> EXPLANATION: Projects outside the MARC metropolitan planning organization boundary are not eligible for this program. A project that improves economic growth is one that supports and stimulates sustainable growth and development, including improvements in job growth, workforce development, productivity, business attractiveness, business retention, strengthens community services capacity, and livability. If the answer is yes please provide a description of how it does so.

4.5 Describe how the project promotes resiliency (physical and/or economic).

> EXPLANATION: A project that promotes resiliency, whether it be physical or economic, fosters a community's ability to adapt to changes and challenges for long-term health and vitality. Examples of resiliency could include strategies to adapt to land use changes in response to industry changes such as the changes occurring within a particular industry sector, strategies to address demographic changes, or strategies that improve recovery after an emergency. Additionally, it could involve developing alternatives should the original strategy not flourish as anticipated.

4.6 Describe how the project includes innovation in concept generation and public engagement.

> EXPLANATION: Innovation is the use of new technologies, innovative methods or applying existing technology in new ways or implementing in a community where existing policies, regulations or general opinion have previously prevented their use. A project may overcome significant problems, barriers or limitations with a new solution or by creating a solution that is scalable and/or transferable. An example of innovation in public engagement could be the inclusion of professional arts and creatives that utilize social practice to engage and amplify community values.

Application Page 5

The following questions address a project's Location. To see map layers for each of the questions, visit the Planning Sustainable Places Atlas.

5.1 Does this project serve MARC's defined redevelopment area? Click on the Redevelopment Area layer in the Planning Sustainable Places Atlas.

EXPLANATION: Projects outside the MARC metropolitan planning organization boundary are not eligible for this program. Based on the maps provided, please identify if your project is within MARC's redevelopment area. If the answer is yes, please provide a description of how the project serves the area.

5.2 If yes, please describe.

5.3 Is the project located in an activity center identified on MARC's map of activity centers? Click on the Activity Centers layer in the Planning Sustainable Places Atlas.

EXPLANATION: Projects outside the MARC metropolitan planning organization boundary are not eligible for this program. Based on the maps provided, please identify if your project serves an activity center on MARC's map of activity centers. If the answer is yes, please provide a description of how the project serves the center.

5.4 If yes, please describe.

5.5 Does the project serve a current or future transit corridor or mobility hub (Smart Moves 3.0)? Click on Mobility Services and select the Mobility Hugs or Smart Moves layer in the Planning Sustainable Places Atlas.

EXPLANATION: Projects outside the MARC metropolitan planning organization boundary are not eligible for this program. If the project serves a current or future transit corridor or mobility hub (Smart Moves 3.0) please provide a description of how the project serves the corridor or mobility hub.

5.6 If yes, please describe.

5.7 Does the project serve an environmental justice area(s) or has areas with hidden environmental justice populations or does the project provide connections to environmental justice area(s) with opportunities (i.e., jobs access, education, reduce health disparities, etc.)? Click on Environmental Justice Tracts layer in the Planning Sustainable Places Atlas.

EXPLANATION: Projects outside the MARC metropolitan planning organization boundary are not eligible for this program. MARC incorporates environmental justice into its planning and decision-making process by identifying minority and low-income populations, engaging those populations in the transportation decision-making process so as to best determine how improvements in the region's transportation system can best meet their needs, determine whether these disadvantaged populations are subjected to disproportionately high and adverse human health or environmental effects, and address and mitigate those effects. Based on the maps provided, please identify if the project serves an environmental justice tract(s) and/or connects environmental justice area(s) to opportunities. If the answer is yes, please provide a description of how the project serves

the environmental justice area(s). If there is an area with hidden environmental justice populations then please provide documentation and a description of the documentation process. (For further information regarding environmental justice please visit MARC's Environmental Justice Analysis to understand how we define it locally. For more information about the federal program please visit the Federal Highway Administration's 2015 Reference Guide.)

5.8 If yes, please describe.

Application Page 6

The following questions address a project's Partnerships.

6.1 Describe the partnerships formed to develop the project and the manner in which these partnerships will benefit the project. In particular detail project coordination within the sponsor entity and partnership with entities outside the sponsor entity.

> EXPLANATION: Externally, partners can take the form of local governments, nonprofit agencies, community foundations, neighborhood organizations, economic development agencies, or other local stakeholders. Internally, partners can be two or more departments working together. Please provide a description of how the partnerships are of benefit and how they further an integrated approach. Please submit a letter of support and commitment from each entity with which you are partnering.

6.2 Describe if the project demonstrates sustained involvement with social equity and/or typically underrepresented stakeholders.

> EXPLANATION: Project partners that include equity and/or typically underrepresented stakeholders (i.e. older adults, special need populations) facilitate a project that fully engages its community. Please document how sustained involvement will be achieved. Examples could include a letter of support from each entity that represents equity and/or typically underrepresented stakeholders, the inclusion of underrepresented stakeholders on the project steering committee, or commitment of resources to the project by underrepresented stakeholders. This criteria looks to evaluate how you are partnering with social equity and/or typically underrepresented stakeholders within your process. This is above and beyond any outreach to social equity and/or typically underrepresented stakeholders.

The following question address a project's steps towards Implementation.

6.3 Describe local activities that show commitment and ability to carry out the proposed project and support the stated project summary.

> EXPLANATION: Examples of local activities include record of complementary projects (e.g., higher-density, mixed-use developments, universal design), previous projects that

relate to the project area, project goals that are consistent with the local comprehensive plan, supporting local development controls to allow innovative development. Specific actions that show commitment and ability to complete include: a letter from the mayor; explaining how public engagement feedback has been used; Gold Level Communities for All Ages recognition; rezoning or administrative approval of the project has begun; or entitlements for the project are in place.

Application Page 7
Supplemental Information

Thank you for answering all of the previous questions about your project. If you would like to include additional information, you can upload up to five files. Each file is limited to a maximum of 25 MB. We can only accept the following file types through this web page: PDF, JPG, Microsoft Word, and Microsoft Excel. To submit other file types, including any available GIS files for the project, please contact Beth Dawson at 816-701-8325 or bdawson@marc.org or Taylor Cunningham at 816-701-8228 or tcunningham@marc.org . Examples of supplemental information that previous sponsors have supplied include:

1) A project map is not required given the study area drawn on the map on page 2. If desired, you may include a map or maps that provide additional details. Ensure that any map(s) include a scale and north arrow.
2) Letter from the local government acknowledging commitment to develop the project and provide a non-federal cash match equivalent to at least 20 percent of the total study amount.
3) Letter(s) of support from entities with which you are partnering.
4) Other supporting documentation such as photos, related study summaries, supporting comprehensive plan policies, etc.