

# 2009 Transportation and Community Development (TCDI)

## Program Guide



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## Why TCDI?

The Transportation and Community Development Initiative (TCDI) is an opportunity for the Delaware Valley Regional Planning Commission (DVRPC) to support local development and redevelopment efforts in the individual municipalities of the Delaware Valley that implement municipal, county, state, and regional planning objectives. While the region continues to grow and prosper, there are still communities that face ongoing challenges and have lagged behind. Despite regional growth in population, employment and income, a number of older townships, boroughs, and cities have seen a loss of population or jobs, and now need directed investment to seed and support their redevelopment efforts.

The TCDI program is intended to reverse the trends of disinvestment and decline in many of the region's core cities and older suburbs by:

- ▶ Supporting local planning projects that will lead to more residential, employment or retail opportunities;
- ▶ Improving the overall character and quality of life within these communities to retain and attract business and residents, which will help to reduce the pressure for further sprawl and expansion into the growing suburbs;
- ▶ Enhancing and utilizing the existing transportation infrastructure capacity in these areas to reduce the demands on the region's transportation network; and
- ▶ Reducing congestion and improving the transportation system's efficiency.

TCDI provides a mechanism for these municipalities to undertake locally-directed actions to improve their communities, which in turn implements their local and county comprehensive plans and supports the goals and vision of the regional plan. Pennsylvania and New Jersey, as well as a number of counties within the region, have programs now underway to support community revitalization. The regional Transportation and Community Development Initiative seeks to support and leverage those state and county programs, by providing funding in targeted areas of selected municipalities to undertake planning, analysis or design initiatives for projects or programs which enhance development or redevelopment and enhance or improve the efficiency of the regional transportation system.

## Who is DVRPC?

The Delaware Valley Regional Planning Commission (DVRPC) is the federally-designated Metropolitan Planning Organization (MPO) for the Philadelphia-Camden-Trenton metropolitan area, defined as the City of Philadelphia and the surrounding counties of Bucks, Chester, Delaware, and Montgomery in Pennsylvania; and Burlington, Camden, Gloucester and Mercer in New Jersey. DVRPC was created in 1965 through an agreement between the two

states and charged with the “*continuing, comprehensive, coordinated transportation and regional planning*” of the region.

As the designated MPO for the nine-county region, DVRPC has the responsibility to determine the allocation of federal funds for transportation improvements in the region. The federal Safe, Accountable, Flexible, Efficient Transportation Act – A Legacy for Users (SAFETEA-LU) directs MPOs to program and administer funds and prioritize projects on a regional basis. These projects are drawn from and must be consistent with DVRPC’s recently adopted long-range Land Use and Transportation Plan: *Connections – The Regional Plan for a Sustainable Future*, and may include a broad range of activities including roadway improvements, transit facilities, bicycle or pedestrian services, goods movement or freight projects, or improved and expanded parking.

### What is the Regional Plan?

*Connections* was adopted by the DVRPC Board in June 2009, and provides an integrated transportation and land use vision and policies for the region’s growth and development through the year 2035. The transportation element of the Plan presents a vision for the regional transportation system, including specific transportation policies and strategies to achieve the vision and surface transportation improvement projects for the region. The Plan also includes future study projects where a problem exists or can be anticipated but no final project or service improvement has been determined. Two of the key tenets of the future vision are to “*Support land use goals by transportation decisions*” and to “*Advance economic development through transportation.*” The plan seeks to achieve this vision by supporting projects and improvements within the growth areas and centers as identified in the plan.

The land use element of the Plan focuses on building a future that responds to the region’s identified challenges and leads to the creation of livable communities, a healthy environment, and a stable foundation for economic development and growth. Central to this vision is the need to provide greater choices and equal opportunities, provide essential infrastructure, support local and regional economic development, and link land use and transportation planning. The plan divides the 352 municipalities of the region into Core Cities, Developed/Mature Communities, Growing Suburbs, and Rural Areas. In addition, more specific growth areas and a hierarchy of “centers” have been identified. Identified centers are areas of concentrated residential, commercial, and industrial development where future infrastructure will be supported and targeted. Key principles of the *Connections* plan include managing growth and protecting resources, creating livable communities, building an energy-efficient economy, and creating a modern multi-modal transportation system.

The TCDI program is targeted toward the region's Core Cities, Developed/Mature Communities, and identified Centers as well as particular socially or economically disadvantaged areas throughout the region.

### How is the Regional Plan used?

While DVRPC has the responsibility to prioritize and allocate federal and state transportation funding across the metropolitan area, each of the region's 352 individual municipalities have the responsibility and authority for local land use and economic development planning and projects. The diverse character and needs of the different communities that comprise Greater Philadelphia provide a wide range of choices for different lifestyles, transportation modes, housing stock, and community character.

The *Connections* plan provides the regional-scale view of future development patterns and presents a comprehensive long-range blueprint for moving people and goods safely and efficiently. The Plan seeks to "bend the trends" of disinvestment in urban areas and continuing sprawl by providing the transportation infrastructure that supports and maintains existing communities, while prudently allowing for regional growth and community development. The goal of the plan is a growing, efficient, and sustainable region that is attractive as a place to live, work and visit. In seeking to build a successful collective vision for the future growth and development of the Greater Philadelphia region, better integration of local land use planning and regional transportation planning is essential.

### Eligible Communities

TCDI grants are intended to support growth or redevelopment in the Core Cities, Developed/Mature Communities, and identified Centers as well as other communities that are socially or economically disadvantaged. Socially or economically disadvantaged areas were identified as those census tracts in the region with three or more "degrees of disadvantage," relative to the region as a whole. Factors analyzed include poverty rates, minority population, elderly concentration, transit dependency, disabled population, limited English proficiency, and female head of household with children. In all cases, only those areas that are appropriate for future growth or redevelopment, as identified in the regional plan and environmental justice analysis are included. Areas identified as appropriate for future growth in the Plan include those areas with an existing concentration of development and the mix of jobs, residents, and services to be recognized as a center, as well as those suburban communities with adequate infrastructure to support future growth. (Note that any developed/mature community that was eligible for the Efficient Growth for Growing Suburbs (EGGS) Program in 2009 is not eligible for TCDI funding in this round. However, census tracts within these communities may eligible – see the following list of eligible communities).

The communities and census tracts identified as eligible for TCDI grants are thus consistent with the *Connections* plan, as well as with DVRPC's policy to proactively support the disadvantaged communities and population of the region in the context of Environmental Justice. Environmental Justice is the concept that programs and actions should not have a disproportionately negative impact on any racial, ethnic, or socio-economic group. DVRPC is using the TCDI program to provide additional resources and targeted investments in those communities identified as disadvantaged by the EJ analysis.

In recent years, a major policy focus for DVRPC as well as the New Jersey and Pennsylvania departments of transportation and transit providers, has been the promotion of transit-oriented development (TOD). TOD projects are a major policy focus of the region's long-range plan, *Connections*. These types of projects not only forward the policies of DVRPC, but also support state, county, and local policies and are encouraged.

Areas eligible for TCDI projects are identified on the attached map. These areas may reflect an entire municipality, but in several municipalities, only selected census tracts are eligible. Previous TCDI projects have successfully created new multi-municipal initiatives and such approaches are expressly encouraged, including city-suburban collaborations. For multi-municipal projects, it is not essential that all areas included in the project are TCDI eligible areas, but the application must provide a documentation of need for the area as a whole.

There are 225 municipalities or portions of municipalities eligible to participate in the 2009 TCDI program.

Burlington County	Edgewater Park Township
Beverly City	Fieldsboro Borough
Bordentown City	Florence Township – 7013.02*, 7013.03*
Bordentown Township – 7015.01*	Mansfield Township – 7014.01*
Burlington City	Maple Shade Township
Burlington Township - 7011.04*	Medford Lakes Borough
Chesterfield Township - 7018.02	Moorestown Township
Cinnaminson Township	Mount Holly Township
Delanco Township	Mount Laurel Township
Delran Township	New Hanover Township

Palmyra Borough

Pemberton Borough

Pemberton Township – 7022.03, 7022.04,  
7022.05, 7022.06, 7022.07

Riverside Township

Riverton Borough

Washington Township - 7035

Willingboro Township

Wrightstown Borough

Camden County

Audubon Borough

Audubon Park Borough

Barrington Borough

Bellmawr Borough

Berlin Borough

Berlin Township

Brooklawn Borough

Camden City

Cherry Hill Township

Chesilhurst Borough – 6090

Clementon Borough

Collingswood Borough

Gibbsboro Borough

Gloucester City

Gloucester Township

Haddon Township

Haddon Heights Borough

Haddonfield Borough

Hi-Nella Borough

Laurel Springs Borough

Lawnside Borough

Lindenwold Borough

Magnolia Borough

Merchantville Borough

Mount Ephraim Borough

Oaklyn Borough

Pennsauken Township

Pine Hill Borough

Runnemede Borough

Somerdale Borough

Stratford Borough

Voorhees Township

Waterford Township – 6089.01\*

Winslow Township – 6092.02

Woodlynne Borough

Gloucester County

Deptford Township

Glassboro Borough – 5014.02, 5014.03

National Park Borough

Newfield Borough

Paulsboro Borough

Pitman Borough

Swedesboro Borough

Washington Township

Wenonah Borough

West Deptford Township

Westville Borough

Woodbury City

Woodbury Heights Borough

Mercer County

East Windsor Township –44.05

Ewing Township

Hamilton Township

Hightstown Borough

Hopewell Borough

Lawrence Township

Pennington Borough

Princeton Borough

Princeton Township

Trenton City

West Windsor Township

Bucks County

Bensalem Township

Bristol Borough

Bristol Township

Chalfont Borough

Doylestown Borough

Doylestown Township – 1046.01\*,  
1046.03\*, 1046.04\*

Dublin Borough

Falls Township

Hulmeville Borough

Ivyland Borough

Langhorne Borough

Langhorne Manor Borough

Lower Makefield Township – 1055.05\*,  
1055.06\*, 1055.07\*

Lower Southampton Township

Middletown Township

Morrisville Borough

New Britain Borough

New Britain Township – 1020.03\*,  
1020.04\*

New Hope Borough



Newtown Borough  
 Northampton Township  
 Penndel Borough  
 Perkasie Borough  
 Quakertown Borough  
 Richlandtown Borough  
 Riegelsville Borough  
 Sellersville Borough  
 Silverdale Borough  
 Telford Borough  
 Trumbauersville Borough  
 Tullytown Borough  
 Upper Southampton Township  
 Warminster Township  
 Yardley Borough  
 Chester County  
 Avondale Borough  
 Caln Township – 3042.01\*, 3042.02\*,  
 Coatesville City  
 Downingtown Borough  
 East Caln Township – 3040\*  
 Easttown Township – 3002.01\*  
 East Whiteland Township – 3021.02\*

Honey Brook Borough  
 Lower Oxford Township - 3079  
 Kennett Square Borough  
 Kennett Township - 3033  
 Malvern Borough  
 Modena Borough  
 Oxford Borough  
 Parkesburg Borough  
 Penn Township – 3070  
 Pennsbury Township – 3105  
 Phoenixville Borough  
 South Coatesville Borough  
 Spring City Borough  
 Tredyffrin Township – 3001.03\*, 3001.04\*,  
 3001.08\*, 3001.09\*  
 West Bradford Township – 3038.02\*  
 West Chester Borough  
 West Nottingham – 3082  
 West Grove Borough  
 West Whiteland Township – 3022.02\*,  
 3022.03\*, 3022.04\*  
 Willistown Township – 3003.03\*  
 Delaware County  
 Aldan Borough

Brookhaven Borough

Chester City

Chester Township

Clifton Heights Borough

Collingdale Borough

Colwyn Borough

Darby Borough

Darby Township

East Lansdowne Borough

Eddystone Borough

Folcroft Borough

Glenolden Borough

Haverford Township

Lansdowne Borough

Lower Chichester Township

Marcus Hook Borough

Marple Township

Media Borough

Middletown Township – 4071.01\*,  
4071.02\*, 4072.01\*, 4072.02\*

Millbourne Borough

Morton Borough

Nether Providence Borough

Norwood Borough

Parkside Borough

Prospect Park Borough

Radnor Township

Ridley Township

Ridley Park Borough

Rose Valley Borough

Rutledge Borough

Sharon Hill Borough

Springfield Township

Swarthmore Borough

Tinicum Township

Trainer Borough

Upland Borough

Upper Darby Township

Upper Providence Township- 4079.02\*,  
4079.03\*

Yeadon Borough

Montgomery County

Abington Township

Ambler Borough

Bridgeport Borough

Cheltenham Township

Conshohocken Borough

East Greenville Borough

East Norriton Borough

Hatboro Borough

Hatfield Borough

Hatfield Township – 2007.03\*, 2007.04\*

Jenkintown Borough

Lansdale Borough

Lower Gwynedd Township – 2012.01\*,  
2012.03\*, 2012.04\*

Lower Merion Township

Lower Moreland Township

Montgomery Township – 2006.02\*,  
2006.03\*

Narberth Borough

Norristown Borough

North Wales Borough

Pennsburg Borough

Plymouth Township

Pottstown Borough

Rockledge Borough

Royersford Borough

Schwenksville Borough

Souderton Borough

Springfield Township

Telford Borough

Upper Dublin Township – 2014.06\*,  
2014.07\*, 2014.11\*

Upper Gwynedd Township – 2010.03\*,  
2010.04\*, 2010.06\*

Upper Merion Township

Upper Moreland Township

West Conshohocken Borough

West Norriton Township

West Pottsgrove Borough

Whitemarsh Township – 2030\*, 2031.05\*,  
2031.06\*

Whitpain Township – 2032.05\*, 2032.07\*

Philadelphia County

City of Philadelphia

\* - Census Tracts within ½ miles of a train  
station

## Who May Apply?

TCDI applications must be made by the eligible municipality. County governments may also apply for individual projects or on behalf of several communities in the case of a multi-municipal effort. **Only in the City of Philadelphia are Community Development Corporations (CDC) or nonprofit organizations invited to apply for TCDI funds.**

## Philadelphia CDC Requirements

Prior to submitting an application, the CDC/nonprofit must coordinate with the Philadelphia City Planning Commission (PCPC) to ensure consistency with the goals and objectives of the City's comprehensive plan and redevelopment efforts. Any CDC/nonprofit applying for TCDI funds must provide proof of their 501(C) (3) status for tax purposes as well as document the source of the 20% matching funds. If selected to receive TCDI funding, the CDC/nonprofit must conduct a community outreach process that includes leaders and stakeholders as well as:

- ◆ PCPC staff must be represented on the Steering Committee for the plan/project and given full opportunity to participate in proposal evaluation and consultant selection. Final selection of consultants will be chosen by the steering committee on a competitive bidding process and according to DVRPC's bidding requirements.
- ◆ The steering committee must meet several times during the planning process. This committee will include PCPC staff, community leaders, stakeholders, elected officials, public agencies, and major property owners who may be affected by the plan.
- ◆ At least two public meetings must be held during the planning process. The meetings should be designed for attendance by all citizens in a given area. Meetings should be advertised using a variety of methods such as flyers, notices, or blogs.
- ◆ Once draft recommendations have been identified, the sponsor of the plan will meet with public agencies and landowners who will be affected by the plan or who will be needed to implement the recommendations. PCPC staff must be given the opportunity to comment on all draft recommendations.

## Eligible Activities

TCDI grants will support planning, design, preliminary engineering, analysis or feasibility studies within the eligible communities that lead to public or private sector investment for growth and redevelopment. The TCDI program is an opportunity for eligible municipalities to undertake the preliminary planning or analysis needed to support local revitalization efforts. In some cases, these studies may lead to local ordinance changes, marketing assessments or local programs to promote or facilitate new development. In other cases, this analysis may identify the need for specific transportation system improvements or enhancements.

Although improving a road, sidewalk, or transit stop in a neglected neighborhood may not by itself revitalize the area, it may provide a focal point or catalyst for other redevelopment efforts.

Transportation improvements can enhance access to employment opportunities and provide conditions favorable for investment. While transportation improvements may not be the sole engine for growth and redevelopment, they are a prerequisite and a potential catalyst for community growth and redevelopment.

Activities undertaken with TCDI grants should serve to improve the climate for redevelopment in their communities, enhance community character, and improve the overall quality of life for residents. In all cases, the proposed activities must improve the potential development market for revitalization and enhance or improve the efficiency of the regional transportation network, through physical improvements to the system, either by increasing non-automobile alternatives, or by reducing highway congestion to improve efficiency. The planning, design, or feasibility studies proposed for TCDI funding are intended to supplement or complement the ongoing activities of a municipality. TCDI funding cannot be used to pay for existing personnel or services that are funded through another source. Projects may be undertaken for a given site, a neighborhood, a corridor, or community-wide, as appropriate. Other proposed activities not identified on this list that meet the selection criteria will also be considered.

## Marketing and Outreach

Charrettes/Visioning

Marketing/ Promotion of Downtown/Communities

## Land Use Regulations

Ordinances promoting mixed-use, roadway connectivity, shared parking and/or parking maximums, and alternative modes of transportation (pedestrians, bicycles and transit)

Official Maps

Traditional Neighborhood Design Ordinances (TND)

Transfer of Development Rights (TDR) Ordinances

Form-Based Codes, including hybrids

### **Financial Programs**

Capital Improvement Programs (CIP)  
Tax Increment Financing (TIF)  
Impact Fee Ordinances  
Transportation Development Districts (TDD)

### **Multi-Municipal Planning Activities**

Area or corridor plans  
Area Growth Management Plans  
Shared Services Agreements  
Intergovernmental Cooperative Agreements

### **Community and Economic Development**

Business Improvement Districts (BID)  
Neighborhood Improvement Districts (NID)  
Neighborhood Plans  
Revitalization/Redevelopment Plans

### **Adaptive Reuse and Brownfields**

Brownfield and/or Greyfield Plans  
Feasibility and real estate market analyses  
Brownfield/Greyfield/Vacant Land Inventory and Management  
Marketing and Promotion plans or programs

### **Historic Preservation Planning**

Historic Preservation Zoning Districts  
Historic Site Inventories  
National Register Designation Submissions

### **Transit -Oriented Development (TOD)**

Transit Station Improvement Plans  
TOD Plans and Ordinances  
Real Estate Market Assessments  
Transit Revitalization Investment Districts (TRID)

## **Housing Plans**

Infill Housing Feasibility  
Live/Work Plans and Ordinances  
Universal Design Standards (Aging in Place)  
COAH/Inclusionary Housing Elements  
Accessory Unit Zoning Ordinances  
Compatible Residential Infill Ordinances  
Neighborhood Conservation District Plans and Ordinances

## **Transportation Plans**

Bicycle and Pedestrian Plans  
Traffic Calming  
Road Connectivity Plans  
Right Sizing/Road Diets  
Community and Mobility Elements  
Transportation Demand Reduction Measures  
Wayfinding Plans  
Streetscape Plans with Green Infrastructure Elements  
Gateways  
Parking Management Studies  
Scenic Byway Plans

## **Sustainability Planning**

Municipal Greenhouse Gas Reduction Plans  
Sustainability/Green Building Master Plan Elements  
Planning for Local Food Production/Distribution  
Green Fleets/Car Sharing Policies and Programs  
Green Building Ordinances  
Green Infrastructure Plans

## **Implementation**

TCDI grants are intended for early stage planning, feasibility analyses, market studies, economic analyses, site design, and preliminary project design. These early planning activities are often difficult to fund through other sources. While eligible TCDI projects are not required to lead to capital improvements, many projects often require small scale capital investments such as highway or transit improvements to initiate the revitalization of their communities. These smaller investments must then

compete with larger capital projects for federal dollars. Therefore, in order to help municipalities implement these important plans, eligible capital improvements from TCDI projects will receive priority consideration when applying for implementation funding through existing transportation programs contained in DVRPC's Transportation Improvement Program (TIP), including the Transportation Enhancements (TE), Congestion Mitigation and Air Quality (CMAQ), and Home Town Streets/Safe Routes to School (HTS/SRS) programs.

Although TCDI funded projects will receive priority consideration for implementation funds, all projects must undergo the application and selection process that is mandated through the TE, CMAQ, or HTS/SRS programs. Since the TCDI program differs from these programs, additional information and analysis regarding the impact of the project on the municipality and region may be required. All requirements from these programs must still be satisfied.

For all projects, the applicant should identify the proposed strategy to implement the plans or results of the TCDI project. While the TE, CMAQ, or HTS/SRS programs may be appropriate types of projects, other initiatives may not be eligible or may not be able to be funded through these particular funding streams. The applicant should develop and describe the intended strategy, including other potential funding sources, to move the TCDI-funded planning project to reality.

### Project Review and Selection

Up to \$1,620,000 is available for TCDI grants in the region: \$620,000 in Pennsylvania and \$1,000,000 in New Jersey. Projects will be selected on a competitive basis, based on a review of the application (see application form and required attachments) using the Evaluation Criteria (see page 15). A review committee of county, state, regional, and other representatives will conduct the initial assessment, with final selection by the DVRPC Board.

### Schedule

**All applications must be delivered to DVRPC no later than 5 p.m. on Friday, November 20<sup>th</sup>, 2009.**

Faxes will not be accepted. Applications received after the due date and time will not be considered. Selected projects will be designated by the DVRPC Board at their meeting on February 25<sup>th</sup>, 2010. Applicants will then enter into a contract with DVRPC, with all project tasks and deliverable products completed no later than two years after the start of the contract. Quarterly progress reports must be submitted to DVRPC during the term of the contract.

Selected applicants will be expected to meet with DVRPC staff after selection to review and refine the scope of work needed for a contract. Applicants may also be requested to meet with DVRPC staff during the term of the contract to review progress.

**The TCDI program is based on the reimbursement of costs only.** DVRPC will provide reimbursement upon the receipt of documentation of costs expended.



<b>October 7, 2009</b>	DVRPC distributes TCDI Program Guide
<b>November 20, 2009</b>	TCDI applications and attachments due at DVRPC
<b>December 2009/January 2010</b>	Review by TCDI Review Committee
<b>February 25, 2010</b>	Selected applicants designated by DVRPC Board
<b>March 2010</b>	Selected applicants enter into contract with DVRPC
<b>March 2010-February 2012</b>	Quarterly progress reports submitted to DVRPC
<b>February 29, 2012</b>	All tasks and products must be completed

### Bidding and the Use of Consultants

Proposed project activities may be undertaken by the municipal staff, the existing municipal planning or engineering consultant, an outside consultant or team of consultants, or some combination of the above as appropriate. Existing municipal planning or engineering consultants may only be used if that consultant was previously selected through a competitive selection process and with DVRPC approval. If an outside consultant is sought, selection must be on a competitive basis in accordance with all state and federal requirements. DVRPC will assist the applicant by posting Requests for Proposals (RFPs) on the DVRPC website and providing technical assistance in consultant selection.

### Evaluation Criteria

The following five criteria are mandatory and must be addressed by all proposals:

- 1) Demonstrated relationship to the regional transportation network
- 2) Degree to which activity will encourage community development
- 3) Consistency with the goals and policies of the DVRPC *Connections* plan (as described herein) and county, state, or local plans and programs
- 4) Commitment of 20% of the cost of the project as local match (either cash or documented in-kind services)<sup>1</sup>
- 5) Implementation strategy including future funding sources and timeline

Additional criteria will be used to assess and prioritize projects:

Transportation System Linkage (30%)

- ◆ Physical improvement or enhancement of transportation facilities or services
- ◆ Reduction in highway congestion
- ◆ Increased transit usage
- ◆ Increased bicycle or pedestrian trips

Increased Development Demand (30%)

- ◆ Increased housing, employment, or shopping opportunities
- ◆ Increased density to support transit, pedestrian or bicycle usage
- ◆ Enhanced community character and quality of life
- ◆ Degree of private sector involvement and interest

Implementation Strategy (20%)

- ◆ Degree of community involvement, particularly underserved populations
- ◆ Ability to leverage other funds for planning and implementation
- ◆ Detailed implementation approach in terms of phasing and possible funding sources
- ◆ Amount of social and physical impact on the surrounding area
- ◆ Will this project implement previous plans through TCDI or either means?

Project Status (20%)

- ◆ Innovative project concept or design
- ◆ Likelihood to provide knowledge transfer to other communities in the region
- ◆ Ability of the municipality to manage the project and prior record of performance
- ◆ Multi-municipal project or coordination with adjoining municipality

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<sup>1</sup> Federal funding may not be used as a source of the cash match, except as noted in Budget Requirements.

## Application Requirements

1. A completed and signed **2009 Grant Application Form** (see attached, or download from [www.dvrpc.org](http://www.dvrpc.org))
2. An 8 1/2 x 11 inch black and white map indicating the extent of the project area.(1 page)
3. A narrative description of the project, consisting of the following: (5 page limit)
  - a. Statement of the problem and purpose of the project
  - b. Efforts to date to address the problem
  - c. Proposed project approach, including scope of work
  - d. Project results and deliverables
  - e. Project schedule of activities and deliverables
4. A description of the project area and affected population, including demographic, economic and physical conditions and trends and a discussion of how the project will benefit the identified disadvantaged population.(2 page limit)
5. Proposed approach to achieve public sector and private sector involvement and cooperation, including a list of specific stakeholders.(2 page limit)
6. Proposed approach to implement and fund the actions identified by the project (2 page limit)
7. An assessment of project consistency with the goals of TCDI, including the following: (2 page limit)
  - a. Relationship to transportation system and expected project impacts
  - b. Ability to encourage development and investment
  - c. Consistency with relevant state, regional, county and local plans
  - d. Other similar or related projects completed and their results
8. A completed and signed budget form (see attached 2009 Grant Budget Form or download at [www.dvrpc.org](http://www.dvrpc.org))
9. Supporting materials such as references to related plans or studies (1 page limit), letters indicating commitment of project partners (1 page limit per letter), or other relevant documentation (1 page limit). **Do not include general endorsement letters of support.**
10. Hard copies of your application must include a PDF of the application on a CD.











Completed applications should be sent to Karen P. Cilurso, Senior Regional Planner Delaware Valley Regional Planning Commission, 190 North Independence Mall West, Philadelphia, PA 19106 or via email to [kpcilurso@dvrpc.org](mailto:kpcilurso@dvrpc.org).

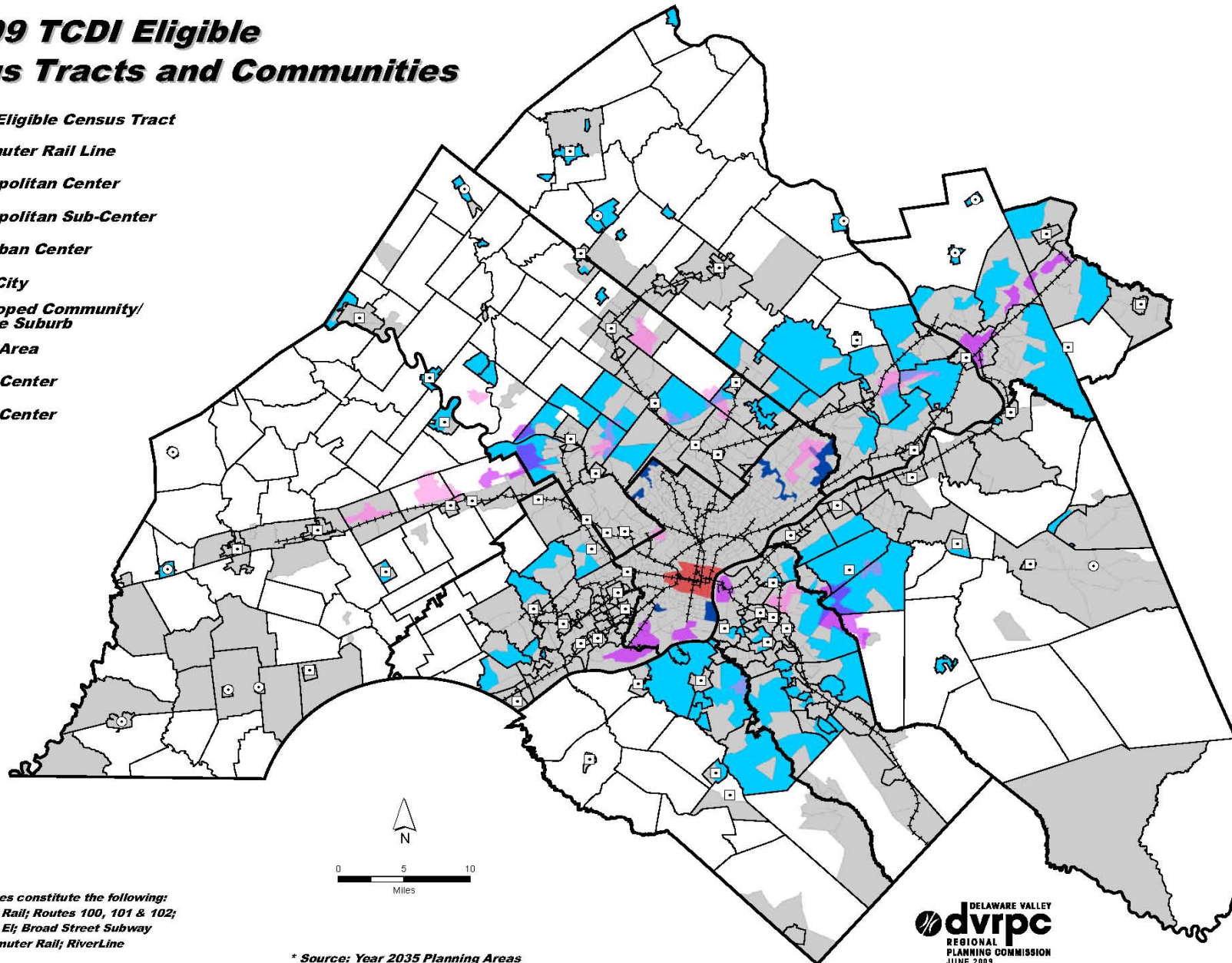
Applications received after the due date will not be accepted. Faxes will not be accepted. For application questions, please contact Karen Cilurso at 215-238-2876 or [kpcilurso@dvrpc.org](mailto:kpcilurso@dvrpc.org).

### Budget Requirements

- ▶ Project applicants must provide a minimum of 20% of the total project budget as either cash or documented in-kind services. Indicate the source, amount, and commitment schedule for the matching funds. Note that federal funds, other than CDBG (if project is CDBG eligible), may not be used as a project match. State, county, or local funds are permitted as match.
- ▶ Applicants are encouraged to provide more than 20% of the project cost as match, if possible. The ability to leverage other funding will be used as one of the selection criteria in reviewing project applications.
- ▶ A maximum of \$75,000 in TCDI funds are available for any single project and a maximum of \$100,000 in TCDI funds is available for multi-municipal projects.
- ▶ TCDI funds may be used for design, preliminary engineering, feasibility, analysis, or planning studies only. TCDI funds may not be used for the acquisition of land or buildings, infrastructure or site preparation, final engineering, bid/construction documentation, or general construction.
- ▶ The purchase of any materials, supplies or equipment necessary to complete the project must be specified and explained.
- ▶ TCDI funds may not be used to pay for existing personnel or services that are funded through another source, but may serve to supplement those personnel or services beyond existing funding.
- ▶ If selected, project costs will be reimbursed based on submittal of invoices documenting costs.
- ▶ If selected, the applicant will be subject to the Standard Articles of Agreement as part of a contract agreement with DVRPC. See [www.dvrpc.org/about/rfps/articles\\_agreement.htm](http://www.dvrpc.org/about/rfps/articles_agreement.htm) for example.

## ***FY2009 TCDI Eligible Census Tracts and Communities***

-  **TCDI Eligible Census Tract**
-  **Commuter Rail Line**
-  **Metropolitan Center**
-  **Metropolitan Sub-Center**
-  **Suburban Center**
-  **Core City**
-  **Developed Community/  
Mature Suburb**
-  **Rural Area**
-  **Town Center**
-  **Rural Center**



Commuter rail lines constitute the following:  
**SEPTA** - Regional Rail; Routes 100, 101 & 102;  
 Market/Frankford El; Broad Street Subway  
**NJ Transit** - Commuter Rail; RiverLine  
**PATCO**

\* Source: Year 2035 Planning Areas

**DELAWARE VALLEY**  
**dvrpc**  
 REGIONAL  
 PLANNING COMMISSION  
 JUNE 2009

## 2009 TCDI Application Form

### DELAWARE VALLEY REGIONAL PLANNING COMMISSION

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Applicant:

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Municipality and County:

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Chief Elected Official and Title:

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Address:

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City, State, Zip:

---

Project Contact and Title:

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Phone:

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Fax:

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Email:

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PROJECT TITLE: \_\_\_\_\_

PROJECT LOCATION: Include an 8 <sup>1/2</sup> x 11 black and white copy of a map indicating the extent of the project area.

BUDGET: Total Budget \_\_\_\_\_ TCDI Grant Funds Requested \_\_\_\_\_

SOURCE of Matching Funds: \_\_\_\_\_

Note: TCDI grant funds can be no more than 80% of the total budget.

PROJECT TYPE: (See list of eligible activities)

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PROJECT SCHEDULE: \_\_\_\_\_ months to complete the project

SIGNATURE OF CHIEF ELECTED OFFICIAL:

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