

# Alaska DOT&PF Transportation Alternatives Program (TAP) Process & Guidebook Overview

September 24, 2025



KEEP ALASKA MOVING

# Agenda

<b>2:00 p.m.</b>	<b>Introductions &amp; Meeting Overview</b>
<b>2:05 p.m.</b>	<b>Transportation Alternatives Program Overview &amp; Initial Project Readiness (Phase 1)</b>
<b>2:15 p.m.</b>	<b>Audience Q&amp;A on Phase 1</b>
<b>2:20 p.m.</b>	<b>Project Application &amp; Evaluation (Phase 2 &amp; 3)</b>
<b>2:30 p.m.</b>	<b>Audience Q&amp;A on Phases 2 &amp; 3</b>
<b>2:35 p.m.</b>	<b>Post Award, Implementation &amp; Funding</b>
<b>2:45 p.m.</b>	<b>Audience Q&amp;A on Awards or anything TAP</b>
<b>2:55 p.m.</b>	<b>Next Steps</b>
<b>3:00 p.m.</b>	<b>Adjourn</b>

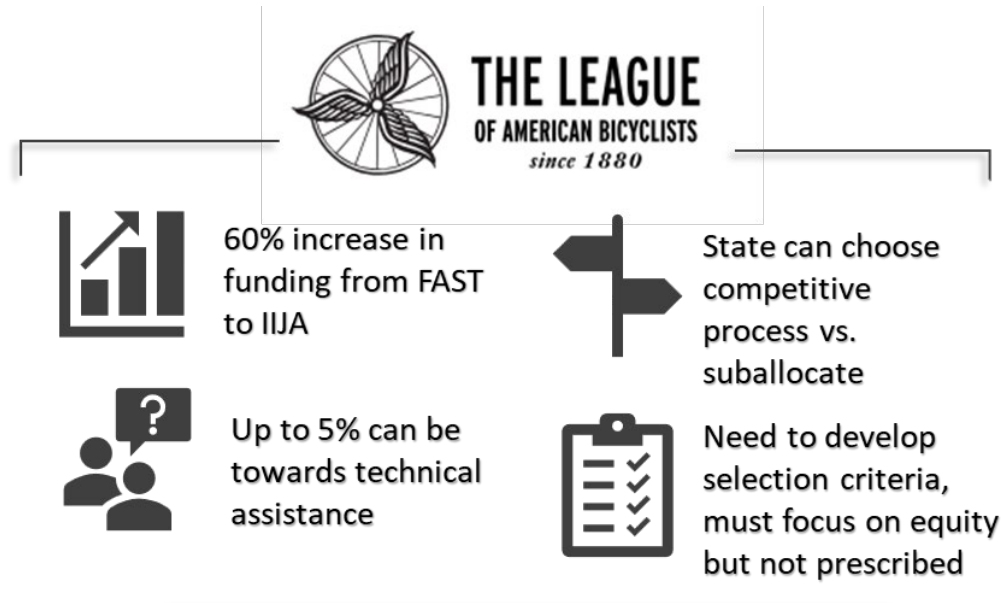
# Transportation Alternatives Program

TAP is funded through a Surface Transportation Block Grant (STBG) set-aside

## Purpose of the TAP Program

- **Promote Active Transportation:** Expand pedestrian and bicycle infrastructure for safe and healthy travel.
- **Enhance Safety:** Improve networks for vulnerable road users and reduce transportation hazards.
- **Support Sustainability:** Encourage non-motorized travel to improve air quality and conserve energy.
- **Strengthen Communities:** Connect neighborhoods and key destinations for equitable, livable communities.

[Link to League of American Bicyclists](#)



[Link to FHWA Guidance](#)



# Eligible Projects & Activities



Transportation  
Alternatives (e.g.,  
trails, sidewalks,  
bike lanes)



Community  
Improvement  
(e.g., vegetation  
control, historic  
preservation)



Environmental  
Mitigation (e.g.,  
stormwater,  
wildlife crossings)



Safe Routes for Non-  
drivers  
Conversion of Abandoned  
Railroad Corridors  
Turnouts, Overlooks, and  
Viewing Areas

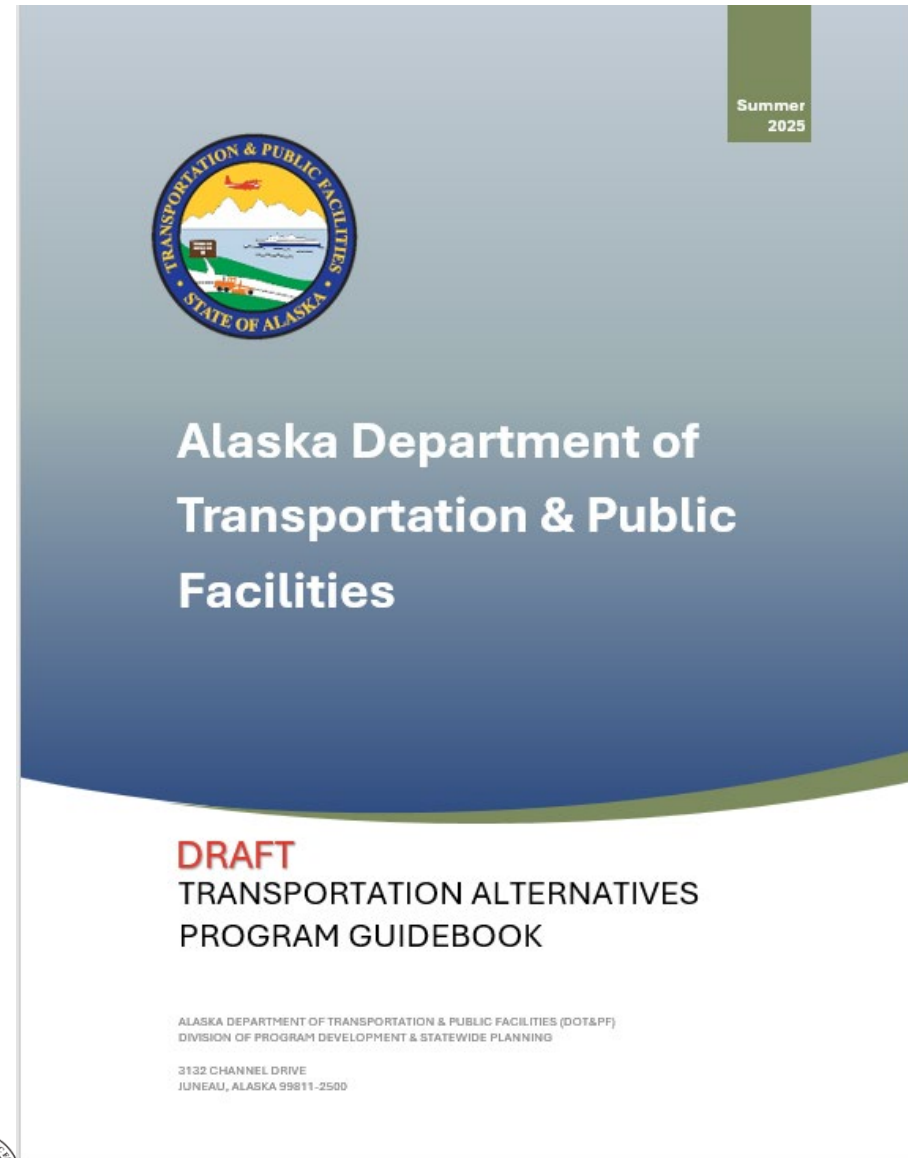
# TAP GUIDEBOOK

Available for review at:

<https://dot.alaska.gov/stwdplng/cip/stip/projects/TAP.shtml>

Public comment period open  
August 18, 2025, until October 17,  
2025.

Please submit  
comments to [TAP.dot@alaska.gov](mailto:TAP.dot@alaska.gov)



# New Guidebook aims to provide

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- **Increased opportunity** for communities through **greater clarity and support**
- Clearer, **streamlined application** process
- **Updated project selection criteria** to reflect planning priorities

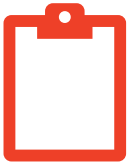
# DOT&PF TAP Program Process

The TAP process includes three major phases:



**Rolling Announcements — Notice of Intent to Apply (NOIA) & DOT&PF Screening: (Steps 1-3)**

- Assesses eligibility and initial project readiness.



**Project Application & Evaluation: (Steps 4-9)**

- Applicants submit detailed proposals with DOT&PF area planner support



**PEB Board Evaluation, Awards & Implementation: (Steps 10-15)**

- Statewide board scores projects; funding recommendations sent to commissioner.
- Projects are then added to the STIP and implemented under DOT&PF management.



# Rolling Announcements

- Submit a NOIA at the [Transportation Funding Opportunity Hub](#)
- Must create a Hub account to do so
  - Only **one** registered representative per eligible entity can access and submit.
- DOT&PF will review eligibility before granting access to full application



Scan to go  
to the Hub

The image displays four screenshots of the Transportation Funding Opportunity Hub website and account request process, numbered 1 through 4.

- Screenshot 1:** The main landing page of the Transportation Funding Opportunity Hub. It features a header with the Alaska Department of Transportation & Public Facilities (DOT&PF) logo and navigation links. A prominent banner reads "Transportation Funding Opportunity Hub" and describes the hub's purpose: "The Hub provides Alaskan communities with an opportunity to submit project ideas for consideration by the Alaska Department of Transportation and Public Facilities (DOT&PF) and our partners, work with our planners to improve project ideas and project readiness, and apply for funding." Below the banner, there are two main sections: "Sign In!" (for existing users) and "No Account? Let's Create One." (for new users). A red box highlights the "No Account? Let's Create One." section, and a green box with the number 1 is placed next to it.
- Screenshot 2:** The "AKDOT Hub Community Account Request Form". It is a form for requesting an AKDOT Hub community account. The form includes fields for "Name of organization\*", "Primary contact first name\*", "Primary contact last name\*", and "Primary contact email\*". A "Submit Request" button is at the bottom. A green box with the number 2 is placed next to the form title.
- Screenshot 3:** A close-up of the top right corner of the website. It shows a "Sign In" link and a "Join Community" button. A red box highlights the "Join Community" button, and a green box with the number 3 is placed next to it.
- Screenshot 4:** A screenshot of the "Sign In" page in Google Chrome. It shows the "Sign in to Alaska Department of Transportation & Public Facilities" login page. The page includes fields for "Username" and "Password", a "Keep me signed in" checkbox, and "Sign In" and "Cancel" buttons. A "Forgot username? or Forgot password?" link is also present. A green box with the number 4 is placed next to the login form.



# Screening Review

## Project Screening Rubric

**“Yes” for all criteria is required for a proposed project to move forward to a detailed application**

Criteria	Score
Is the applicant eligible to sponsor a TAP project?	Yes/No
Is the project identified in an existing state, tribal, or local plan?	Yes/No
Is the proposed project realistic and feasible to complete without major challenges or delays?	Yes/No
Has the sponsor identified a source for local match funding with a commitment letter?	Yes/No
If the project is in an MPO planning area, has the local MPO indicated support for the project?	Yes/No

# Project Advancements

Did your project meet the initial screening criteria?

- **Yes:** Area planners will notify you that your project advanced.
- **No:** Area planners will offer suggestions for alternative funding opportunities

# Questions on Phase 1: Initial Project Readiness?

## STEP 1

**Rolling Announcements:** Submit a NOIA in the Transportation Funding Hub; one registered representative per entity; DOT&PF reviews eligibility before full application access.

## STEP 2

**Screening Review:** Projects are screened using a rubric; eligibility, planning consistency, feasibility, local match, and MPO support (if applicable) must all be met to advance.

## STEP 3





**Project Advancements:** Projects advance only if they meet all rubric criteria, including applicant eligibility, plan inclusion, feasibility, local match funding, and MPO support (if applicable).

# Application & Scope, Schedule and Estimate

- Optional **pre-application meeting** with DOT&PF area planners
- Sponsors **submit applications** via the Hub.
- **DOT&PF area planners determine** whether a fully developed **scope, schedule and estimate (SSE)** is needed to assess the project



# DOT&PF Review & Scoring

	Focus Area	Criteria	Rating Method	Required Information
	<b>Fiscal Considerations</b>	Cash contribution	Cash contribution level	The cash contribution based on DOT&PF approved estimate
		Ownership, management responsibility, maintenance and operations	Full, partial, or no transfer of ownership	DOT&PF facility ownership
		Quality of Cost Estimate	Quality of unit cost and quantity justifications and size of contingency	Cost estimate with supporting documentation, including justification for unit costs, quantities, and contingency amounts.
	<b>Economic Need</b>	Median household income	The project location's percentile ranking for household income among Alaskan households.	Census data and GIS layer of the project location
	<b>Community Support</b>	Public Involvement and Support	Number of letters, resolutions, or other records of support	Support materials uploaded with project application
		Plan alignment	Identified as a high priority project in state, tribal, or local plans	Plans identified in or uploaded with the project application
	<b>Proposed Scope of Work</b>	Technical Quality of Scope	Degree to which all scope considerations are articulated and addressed.	Scope information from the application

STEP  
6

**Scoring Standardization:** The Data, Modernization and Innovation Office (DMIO) reviews scores to ensure standardization across DOT&PF regions.

STEP  
7

**Field Check Review:** Field chiefs review project scoring outcomes to ensure consistency and address additional agency-level considerations.

STEP  
8

**Project Advancements :** High-scoring projects advance to Project Evaluation Board (PEB) for review

STEP  
9

**De-Brief:** Applicants who did not advance can request a debrief from area planners, who will help identify other funding opportunities.

# Questions on Phase 2: Application & Evaluation?

## STEP 4 & 4A

**Application & SSE:** Sponsors submit applications through the Hub, and DOT&PF planners determine if a full Scope, Schedule, and Estimate (SSE) is required.

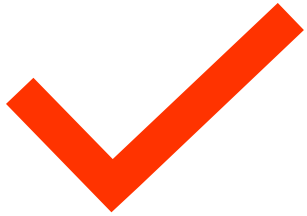
## STEP 5

**DOT&PF Review & Scoring:** DOT&PF scores applications based on fiscal considerations, economic need, community support, and technical scope quality.

## STEP 6-9

**Validation, Advancement & Debrief:** DMIO and field chiefs review scores for consistency, high-scoring projects advance to the Project Evaluation Board (PEB), and applicants who do not advance may request a debrief to explore other funding options.

# PEB Review Process



## ASSEMBLE PEB PACKAGE

Project materials (PEB package) are compiled and shared with the PEB to confirm project scores.

**STEP  
10**



## PEB REVIEW

PEB members independently score projects using set criteria.

**STEP  
11**



## PEB CONSENSUS MEETING

PEB holds a consensus meeting to finalize scores and recommend projects for funding.

**STEP  
12**



# Commissioner Approval

PEB sends funding recommendations to DOT&PF Commissioner.

Commissioner has final authority to approve the selected projects.

Area planners notify  
applicants of  
funding decisions.

STEP  
14

Debriefs offered to  
both successful and  
unsuccessful  
applicants.

STEP  
15

Unselected projects  
added to the  
DOT&PF Needs List  
for future  
consideration.

# Questions on PEB Process & Project Awards?

## STEP 10

**Assemble PEB Package:** Project materials are compiled and shared with the PEB to confirm scores.

## STEP 11

**PEB Review:** PEB members independently score projects using set criteria.

## STEP 12

**PEB Consensus Meeting:** The PEB meets to finalize scores and recommend projects for funding.

## STEP 13

**Commissioner Approval:** The PEB submits funding recommendations, and the Commissioner makes the final approval.

## STEP 14

**Applicant Notification:** DOT&PF area planners notify applicants of funding decisions.

## STEP 15

**Debriefs & Needs List:** Debriefs are offered to all applicants, and unselected projects are added to the DOT&PF Needs List for future consideration.

# Post Award

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- Funded projects are programmed into the STIP.
- DOT&PF will administer the project in coordination with the local project sponsor.
- Memorandum of Agreement (MOA) is drafted between DOT&PF and sponsor.
- Sponsor commits to:
  - Matching Funds
  - Scope, Schedule, and Estimate (SSE) accuracy
  - Maintenance and operations responsibilities



# Funding Details



Construction: Up to \$5 million/project



Non-construction: \$50,000–\$200,000



Local Match: Typically the minimum required match is 9.03% – DOT&PF area planners can help determine other feasible options for providing local match.

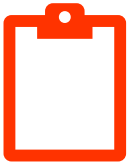
# Questions?

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# Next Steps

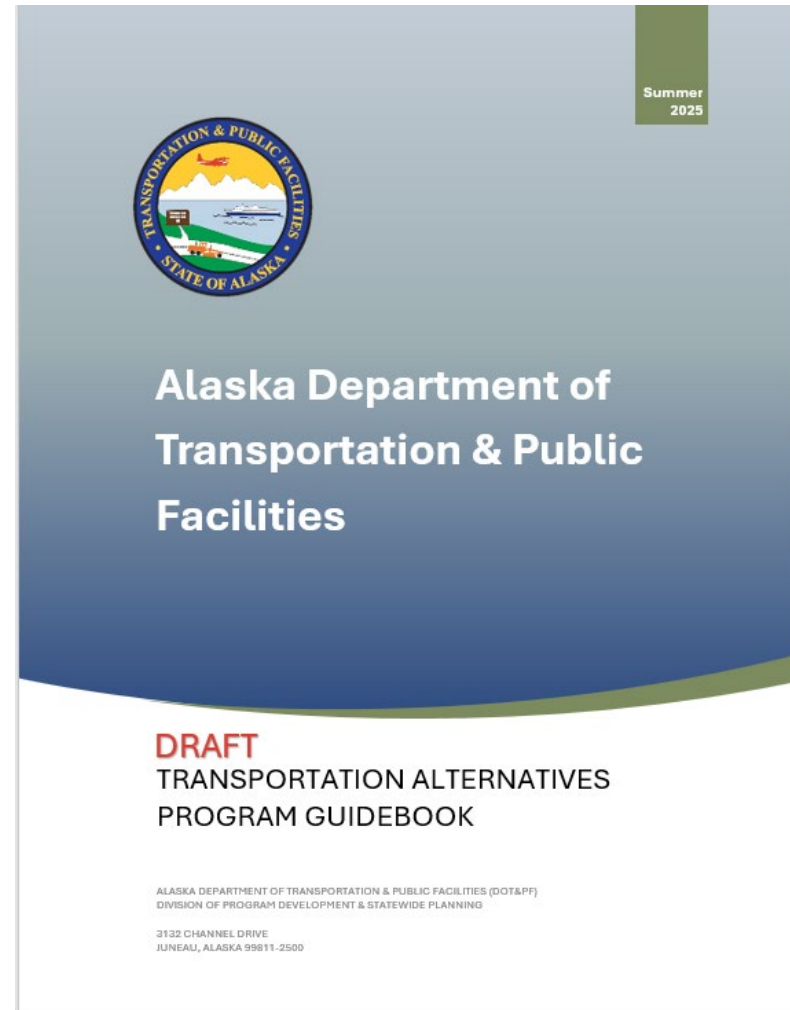
Please review the Guidebook and provide your comments by **October 17, 2025**

Stakeholders are encouraged to submit comments to [TAP.dot@alaska.gov](mailto:TAP.dot@alaska.gov)

The next TAP call is under consideration based on evaluation the current project pipeline and TAP funding availability – so stay tuned!

Sign-up for TAP updates  
here: <https://public.govdelivery.com/accounts/akdot/subscriber/new>  
(select **State Programs and Projects**)

Interested in learning more about active transportation resources, grants, and opportunities for public testimony? Subscribe to our AK Active Transportation Listserv:  
<https://list.state.ak.us/mailman/listinfo/akactivetranspo>



# Thank You.

## Alaska's Transportation Alternatives Program Map

STEP 01

### ROLLING ANNOUNCEMENTS

Project concepts can be submitted year-round via the DOT&PF Hub. If flagged for TAP, applicants complete screening questions as the Notice of Intent to Apply (NOIA). Formal TAP calls will still be announced.

STEP 03

### PROJECT ADVANCEMENTS

Area planners will notify applicants if their project is selected to advance. If not, they will offer guidance on alternative funding opportunities for projects that were not selected.

STEP 4a

### SCOPE, SCHEDULE, AND ESTIMATE (SSE)

Area planners will determine whether a fully developed SSE is necessary to accurately assess the project, its potential risks, and costs.

STEP 06

### SCORING STANDARDIZATION

The Data, Modernization, and Innovation Office (DMIO) will review the scores to ensure standardization across DOT&PF regions.

STEP 08

### PROJECT ADVANCEMENTS

Higher-scoring projects will advance to the Project Evaluation Board (PEB) for further assessment and funding recommendations. Field chiefs will review the project scoring outcomes to ensure consistency and incorporate additional agency-level considerations.

STEP 10

### ASSEMBLE AND DISTRIBUTE PEB PACKAGE

The PEB package provides members with project materials to review and accurately confirm project scores.

STEP 12

### PEB CONSENSUS MEETING

Area planners present the proposed projects to the PEB, where members review and compare the scores before reaching a consensus to finalize them. Once the scores are finalized, a funding threshold is established, leading to a recommended list of projects selected for funding.

STEP 14

### CONTACT AWARDED PROJECTS

Area planners contact successful applicants to include the project in the Statewide Transportation Improvement Program (STIP). Then it moves to the match and maintenance (M&M) agreement

### SCREENING REVIEW

Area planners will review NOIA applications to assess whether a project meets program requirements and qualifies for further evaluation.

STEP 02

### INVITATION TO APPLY

Area planners will offer pre-application meetings to guide applicants, assist with project details, provide cost estimation support, and explain sponsor responsibilities. Following the meeting, sponsors can submit their applications through the online platform.

STEP 04

### DOT&PF REVIEW AND SCORING

Area planners will review applications based on the TAP program's selection criteria and assign an initial project score.

STEP 05

### FIELD CHIEF REVIEW

Field chiefs will review the project scoring outcomes to ensure consistency and address additional agency-level considerations.

STEP 07

### OFFER TO DEBRIEF SPONSORS

Applicants with projects that are not advancing can request a debrief from area planners, who will assist in identifying other potential funding opportunities.

STEP 09

### PEB MEMBERS REVIEW AND DEVELOP SCORES

PEB members independently review preliminary scores and audit feedback, validating the scores based on the project selection criteria.

STEP 11

### COMMISSIONER APPROVAL

Project award recommendations are submitted to the Commissioner's Office for formal approval and funding allocation.

STEP 13

### OFFER DEBRIEF TO APPLICANTS

Unsuccessful applicants can request a debrief from area planners, who will assist in identifying alternative funding opportunities.

STEP 15

### PROJECT ADVANCEMENT AND COMPLETION

Once the M&M is executed, a DOT&PF Project Manager is assigned, and the project advances to implementation and completion.