

California Federal Lands Access Program: Project Application Packet Information

Program Information:

The Programming Decisions Committee (PDC) of the California Federal Lands Access Program is currently soliciting Project Applications for California Federal Lands Access Program funds. The PDC anticipates programming between \$50 million and \$90 million from FY 2026-2028, depending on program needs and future funding.

The PDC will evaluate Project Applications submitted and select those to be programmed using the Project Application evaluation criteria developed by the PDC. The selection criteria is reflective of needs in the state of California and Federal Lands Access Program Implementation Guidance. It is important to note that the top ranked project is not guaranteed funding and the approved list of projects will be agreed upon by the PDC. Project approval resides with the PDC. The PDC will select a balanced program made up of some large projects with smaller projects used to maximize funding and address critical access needs within the state of California.

The California Federal Lands Access Program requires a **minimum non-Federal Aid Highway (Title 23) match of 11.47%** based on the total project cost be met.

If selected, the Applicant will enter into a Reimbursable Agreement (RA) for the not-to-exceed amount of \$10,000 within **45 days** of notification of selection, for the completion of project scoping by Central Federal Lands to develop an accurate scope, schedule, and budget. This dollar amount will be provided toward the overall match for the project, following award. Please be advised that this may require an approval (Resolution) of RA funds from the governing agency prior to the Project Application deadline. If the PDC and the Applicant agree with the project scope and cost, then a revised RA for the full project matching funds and a Memorandum of Agreement (MOA) will be required within **60 days** from approval of funding.

Instructions:

Project applications must be received by **May 27, 2021**, to be considered.

All project applications must be submitted using the California Federal Lands Access Program Project Application form. Complete the project application to the best of your ability. It is the responsibility of the entity proposing a project to supply the necessary information to complete the project application. It is understood that data may not be available for all of the project application questions, but the agency may use anecdotal information as a substitute. If possible, please keep this form as a writable PDF form, this makes it easier to review your application. This can be done by saving your form as a PDF and attaching it within an e-mail along with all additional attachments.

1. Complete **Project Application Packet**: Project Application, Signature Forms, Letters of Support, and Resolution (as needed)
2. Attach this Application Checklist as a Cover Page to complete the Project Application Packet
3. Per the Submittal Instructions (Project Application page 8), e-mail your completed Project Application Packet to cfl.planning@dot.gov

If you require assistance, please contact:

Laurie Miskimins, Transportation Planner
Central Federal Lands Highway Division
12300 West Dakota Ave, Ste 380B, Lakewood, CO 80228
Phone: 720-963-3455 | laurie.miskimins@dot.gov

Additional information on the Access Program is located at <https://highways.dot.gov/federal-lands/programs-access/ca/>

Project Application Packet Checklist

Items 1 through 6 are required to be submitted as part of the Project Application Packet. Please contact FHWA-CFLHD if further clarification is needed. Items 1, 2, 3, 4, 7 and 8 below are located on the [CA FLAP](#) website under the *Project Applicant Packet* section.

- 1) Project Proposal Application
- 2) Detailed Cost Estimate (Sample FLAP Project Cost Estimate Form located on CA FLAP website)
- 3) Sign and Attach Applicant Project Endorsement Form
- 4) Sign and Attach FLMA Support Form from all applicable Federal Land Management Agencies
- 5) Project Map (Must identify project termini, federal lands and federal site(s) the project accesses, is adjacent to or located on)
- 6) Project Photos (Attach at least 4 - 6 Photos; should include typical existing conditions along route, structures, project termini, etc.)
- 7) Non-Construction Transportation Worksheet (Non-construction projects only including Planning, Research, Transit)
- 8) Toll Credit Supplemental Worksheet (Only for applicants requesting toll credits as part of their minimum match requirement.)
- 9) Optional- Video link highlighting project:

GENERAL INFORMATION

Project Points of Contact (POC): POCs listed will receive project selection notification from the PDC.

	Applying Agency	Supporting Federal Land Management Agency(s)	
Agency Name:	<input type="text"/>	<input type="text"/>	<input type="text"/>
POC Name:	<input type="text"/>	<input type="text"/>	<input type="text"/>
POC Title:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address Line 1:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address Line 2:	<input type="text"/>	<input type="text"/>	<input type="text"/>
E-mail:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone #:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Additional Key Project Stakeholders:		<input type="text"/>	

Project Identification:

Project Title: Provide title that best summarizes project scope.

Federal Lands Access Transportation Facility (FLATF) Name / Number: Provide the local and/or FLMA route name and number.

Federal Land Management Agency (FLMA) Accessed:

a. List all FLMA site(s) and/or major destination(s) that are accessed by the identified transportation facility. Provide annual visitation for all those FLMA sites and/or major destinations.

Name of the Federal Land Management Agency	FLMA Unit Name	Site(s) or Major Destination(s) Accessed	Distance from Project (miles)	Current Annual Visitation
Sample: FWS	California Wildlife Refuge	Trailhead A	0	120,000
Sample: USFS	California National Forest	Campground B	0.5	30,000
Sample: NPS	California National Park	Visitor Center C	5	800,000
Sample: BOR	California Reservoir Lake	Picnic Area	2	100,000

b. Identify source(s) for all annual visitation values listed. If using estimated annual visitation (because actual values are unknown or unavailable), then include the estimating methodology used.

	Project Terminus Start	Project Terminus End
Landmark, Milepost, Cross Roads:	<input type="text"/>	<input type="text"/>
Latitude Coordinates: (Decimal Degrees to 6 decimals)	<input type="text"/>	<input type="text"/>
Longitude Coordinates: (Decimal Degrees to 6 decimals)	<input type="text"/>	<input type="text"/>

BACKGROUND DATA

1. Agency with Title to Facility:

2a) Agency with Maintenance Responsibility

2b) Describe how the maintenance responsibility is provisioned.

e.g. ownership highway easement deed and/or maintenance agreement

Include details for each portion of the project (e.g. roadways, parking lots).

Attach available ROW documentation and/or maintenance agreements.

3. Project Length:

Provide length in miles

4. Existing Roadway Width

(outside shoulder to shoulder) :

Provide average width in feet

5. Existing Posted Speed Limit:

6. Existing Bridge Information:

Provide known data for all bridge structures within the project limits. Refer to the link below for guidance: <http://www.fhwa.dot.gov/bridge/nbi.cfm>

Attach inspection reports if available.

National Bridge Inventory Structure #	Bridge Length (ft.)	Bridge Width (ft.)	Bridge Area (Sq. Ft)	Bridge Sufficiency Rating

7. Functional Classification:

Check those that apply.

- National Highway System
 Arterial
 Local Road
 Major Collector
 Minor Collector

Refer to the link for guidance: http://www.fhwa.dot.gov/planning/processes/statewide/related/highway_functional_classifications/

8. Traffic Volumes:

Provide any available traffic data from recent counts or other documented sources.

Note: If no data (i.e., counts) are available, please estimate range (< 200, 200 - 500, 500, 500 - 1000, > 1000 vehicles per day)

	Current	20-Year Projection	Data Source / Methodology
Average Daily Traffic (ADT)			
Seasonal Average Daily Traffic			
Estimate % of above ADT that accesses the Federal lands			

9. Safety History:

Describe site(s) including the number, rate and type of crash as well as the user type(s) that have occurred within the project limits and the source of this information (reports or anecdotal). If available provide site specific crash data for last three years.

10. Projects in Proximity:

Describe other current or previously funded Federal Lands project(s) adjacent to or in proximity to this project.

PROPOSED PROJECT

1. Purpose and Need:

Describe the need for the project including but not limited to who the project will serve, conditions requiring relief, and anticipated changes in use due to the proposed project.

SAMPLE - The purpose and need for this project is to address deteriorated pavement and safety concerns for 10 miles of XYZ Road providing primary access to the Green National Forest. Proposed improvements are needed to provide a minimum of 20-year service life for this facility, to increase mobility, as well as providing safety improvements to decrease the potential for future accidents and for visitor and emergency response traffic.

2. Proposed Design Standards:

Project will be designed to the following standards. Check the standard that best applies to this project.

- AASHTO
 State DOT
 Local Government
 FLMA

3. Proposed Roadway (shoulder to shoulder) Width (feet):

Proposed width should be in accordance with the proposed design standards.

4. Proposed Speed Limit:

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5. Description of Proposed Work*:

a) Provide a description of all proposed work including project phase(s) and major construction work items.

SAMPLE - Rehabilitation, widening, and full depth reclamation of 5 miles of XYZ Road. Culvert replacements will be needed at select locations to resolve periodic roadway flooding being caused by the existing structures failing. Full reconstruction of another 5 miles including vertical and horizontal realignment. Proposed 28-foot width with 12 foot lanes and 2 foot shoulders, except for a 1-mile uphill section which will include a bike lane. Safety improvements will include new guardrail, and MUTCD signage and striping. The safety elements will improve sight distance and overall safer operations on the roadway.

b) Describe how the proposed project will address the identified purpose and need.

SAMPLE - The proposed project will increase safety and mobility for users by improving the pavement surface condition and eliminating substandard vertical and horizontal curves. Drainage improvements will also extend the service life of the roadway. Widening of the roadway template to a consistent width, as well as adding an uphill bike lane will improve the safety for all users.

c) Describe if the project is a segment of a larger project/route or if this project is/ can be phased. Include any known alternatives that should be reviewed as part of this project.

SAMPLE - The proposed segment of roadway will tie into a US Forest Service (USFS) project programmed for Fiscal Year 2026 to rehabilitate the roadway for 2 miles to the north (segment is owned and maintained by the USFS). If there are funding limitations in the program, this project could be broken into two phases, with the logical termini being the turnoff to the Vista Overlook. Phase 1 would be the reconstruction section from the FS boundary/project termini, south to the Vista Overlook turnoff (~5 miles).

*Note: The Programming Decision Committee has final approval for all proposed project phases and reserves right to reduce scope of work.

6. Key Items of Work: Check all that apply. Refer to link for guidance: <http://www.fhwa.dot.gov/planning/css/>

New Construction / Reconstruction (4R):

- Earthwork/Grading
- Road base
- Major Drainage (>48")
- Minor Drainage (<48")
- Retaining Walls
- ROW Acquisition
- Utility Relocations

Recycling (3R):

- Existing Asphalt / Base Recycling (Ex: Pulverization)
- Overlay
- Milling
- Minor Widening (< 5 ft.)
- Major Widening (> 5 ft.)

Bridge:

- New / Replacement
- Rehabilitation or Repair

Surfacing:

- Asphalt
- Concrete
- Gravel
- Parking
- Intersection / Traffic Controls
- Guardrail
- Sight Distance Improvements
- Roadside Hazard Improvements

Safety Improvements:

Bicycle / Pedestrian:

- Bicycle and Pedestrian facility
- Bicycle facility (e.g. bike lane)

**Non-Infrastructure:

- Transit
- Planning Study
- Planning-Environmental Linkage (PEL) Study
- Research

**Note: Applications that include non-construction or elements including transit, planning, and/or research, please fill out the supplemental worksheet for alternative transportation that can be found at: <https://highways.dot.gov/federal-lands/programs-access/ca/>

California Federal Lands Access Program: Proposed Project Acquisition and Impacts

7. Right of Way Acquisition: All Right-of-way (ROW) property (acquisition costs) to be part of the project costs should be detailed in the project estimate page. All acquisition support costs are non-participating and will be borne by the applicant.

7a) Is ROW acquisition required? (yes /no)

7b). Existing ROW Width (feet):

7c) Describe the anticipated ROW acquisition needed to construct project. Include the proposed ROW width (ft) including formalization of all ROW on FLMA lands.

SAMPLE – The 5 miles of rehabilitation section has a deeded ROW width of 60 feet. No additional ROW is anticipated to be needed. Within the 5 miles of full reconstruction section, 3 miles are prescriptive easement that will need to be acquired in fee-title based on the new alignment. The remaining 2 miles are deeded ROW of varying width. ROW acquisition is also anticipated in this section depending on the final design alignment.

8. Utility Impacts: All utility relocation costs must be accounted for by the applicant whether borne by the applicant or included as project cost. Utility relocation costs should be detailed in the project cost estimate.

8a) List any known utility conflicts within the project ROW and describe any anticipated utility impacts and proposed relocations:

SAMPLE – A more thorough utility investigation will be needed. However, based on local knowledge there is a buried fiber optic and copper telecommunication bundles in the ROW. They will likely need to be lowered at culvert crossings, and completely relocated in the realignment sections. Per the County franchise agreement, the utilities will pay for relocations within the deeded ROW. Research will be needed for sections of prescriptive easement, and the responsible party for cost.

8b) Will relocation of utilities be required? (yes /no)

9. Environmental Impacts / Resource Protection: Identify and describe known or anticipated impacts, positive or negative, to biological, cultural, wetlands or water resources, or any other environmental areas.

Describe all those impacts identified:

SAMPLE - Somewhere between 0.5 and 1.5 acres of wetlands will be impacted in the reconstruction section. A mitigation site has been identified. This area is also likely habitat for the Northern Spotted Owl. Protocol surveys might be required. Culverts will be designed for aquatic organism passage. It is unknown if any cultural or historic resources will be impacted. After construction, the County plans on working with Forest Service and Friends of the Forest non-profit to install interpretative signage at the Vista Overlook to highlight the area's rich history and species.

10. Proposed Lead Agency: Identify the agency that is proposed to lead delivery of this project. It is typical for the CFLHD to act as the lead agency for duration of the project, from award through project completion. However, If the applicant plans to have a different agency act as lead for the project, the applicant must provide justification for this position, previous experience in delivering Federal Aid (Title 23) funded projects, and ability to satisfy FHWA project delivery requirements in accordance with [Caltrans Local Assistance Procedures Manual](#). The final decision for project delivery resides with CFLHD. If delivered by another Agency, FHWA California Division Office and the California DOT will have Stewardship and Oversight responsibility where all costs and overruns will be borne by the applicant.

California Federal Lands Access Program: Proposed Project Funding

Applicants are required to attach a detailed estimate to support costs referenced below. A [Sample FLAP Project Cost Estimate Form](#) is available for use on the California FLAP web page (link will take you to the page; scroll down to find the excel document). Project cost estimates must include all project costs including Preliminary Engineering and Construction Engineering costs, Contingency, ROW, utility relocation, etc.

1. Cost Estimate for Proposed Project (From developed Cost Estimate attached):

2. Federal Lands Access Program Funds Requested (Cannot exceed 88.53%): = _____ %

3. Project Funds Leveraged: List and provide detail of all non-FLAP match funding sources that will be furnished, using this table.

a) Sources eligible for Minimum Match (11.47%) and/or Overmatch:

Local, State, and/or Other non-federal Sources (Cash match only) :		= _____ %
Right of Way (Acquisition costs only. Supporting costs borne by Applicant) :		= _____ %
Utility Relocation (Construction costs only. Supporting costs borne by Applicant) :		= _____ %
Authorized Title 23 (FLTP, TTP), Title 49 Sources (w/Agency Approval), or other authorized Federal Sources :		= _____ %
In-Kind Matching Contributions (at the discretion of the CA Programming Decision Committee) :		= _____ %
Sub-Total (minimum required 11.47%):		= _____ %

b) Sources only eligible for Overmatch:

Other Federal Sources (e.g. Federal-Aid Highway Programs)		= _____ %
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c) Total Matching Contribution: _____ = _____ % **Total Percent Overmatch:** = _____ %

NOTE: Total Matching Contribution and FLAP Funds Requested should total (and not exceed) Cost Estimate for Proposed Project

d. Request to use Toll Credits

Certain qualifying Local Public Agencies (LPA) may request the CA Programming Decisions Committee and Caltrans to allow toll credits to be used in lieu of the minimum cash match. Please prepare and include the [Toll Credit Supplemental Worksheet](#), located on the California FLAP web page, in your submittal, and check the box below.

Toll Credit Match Request: Applicant understands toll credits are not guaranteed, and is committing other match sources under Section 3a above to satisfy 100% of match requirements.

4. List and provide detail on all match funding source(s) identified above including funding source description, restriction(s), and timing availability of funds and associated partnerships.

SAMPLE - Example County will not have matching funds available until January 2024. Example County's matching funds are from local sales tax.

5. If using authorized Title 23 or Title 49 sources, or other authorized federal sources, please provide further detail on the funds/project, and confirmation of authorization from the supporting agency. Attach letters of support if necessary.

SAMPLE - Attached to the application packet is a letter of confirmation from XYZ National Forest and the USFS Region 3 confirming they will provide Federal Lands Transportation Program (FLTP) funds as a match for this project. The USFS will be using FLTP funds to rehabilitate the first two miles of Example Road inside the USFS boundary. The projects are connected, on the same road, and can be delivered together.

1 - Project Fit to Program Vision

A. How does the project align with the goals of this funding program?

SAMPLE - Green NF is one of only two federal public land recreation sites in Example County. The trailheads and a large day-use picnic area, accessed by XYZ Road, receive 60% of the annual visitation to Green NF. XYZ Road is the only paved access to these sites. Example County's limited budget cannot afford to make the necessary repairs and improvements to rehabilitate the road and maintain safe access for all visitors to Green NF. Without these improvements, the County may have to consider use restrictions, and some visitors may no longer be able to access Green NF.

B. Describe why the Federal Lands Access Program is the most appropriate funding source for the proposed project as opposed to other funding sources eligible.

SAMPLE- The FLAP program is intended to improve access to high-use Federal recreation sites by supplementing state, county, and local resources on their transportation facilities which access these sites. As stated, these sites in Green NF, accessed via XYZ Road, receive the highest use in the County, so the FLAP would be the most appropriate funding source for this project.

2 - Federal Lands Access Improvement

A. What is the proximity of the project to the Federal lands? What is the significance if access through the project area was lost or not provided? Is the FLATF (project area) the only access to the federal lands?

SAMPLE - The XYZ Road project termini is less than one mile from the first of two major trailheads and one day-use picnic area located in Green NF. If access to these trailheads and campground is not improved, then Example County will have to consider periodic restrictions for all travel modes during large rain events, in addition to possible seasonal closures due to the deteriorating road conditions. This will impact the visitation to the Federal lands and surrounding community, limit access to one of the most beautiful locations in the County, and reduce economic generation in the surrounding region from visitors coming to the area.

B. Describe how access to these Federal Lands will be improved as result of this project. If applicable, address improvements to all transportation modes (vehicular, pedestrian, bicycle, transit, emergency, etc.). If applicable, include how the project will improve access management (e.g. reduction in traffic congestion, size/load limits, etc.).

SAMPLE - The proposed improvements will ensure all vehicles can continue to have safe, year-round access to these sites. In recent years, there has been an increase in bicyclists/interest to bicycle into the trailheads and day-use area. By adding shoulders to XYZ Road, and a bike lane in the 1-mile stretch of uphill road, the County can help facilitate safer access for cyclists to travel into these sites in Green NF.

3 - High Use Recreation Site and Economic Generator

A. Describe how the Federal Lands, listed on page 1 of the Proposal (FLMA Unit(s) Name) are considered high use recreation site(s) and/or economic generator(s)* for the local or regional economy. Explain if/how the local or regional community is economically dependent on the access to the federal land and the proposed transportation facility.

SAMPLE - The 2018 Example County Economic Growth Analysis Report identified tourism as one of two major sources of economic generation in the County. Green NF receives almost 300,000 visitors annually. Based on recent NF surveys, 60% of those visitors come to one or more sites along XYZ Road. The trails and picnic area provide year-round activities, including viewing wildflower blooms in early/mid-summer, experiencing picnic areas along the river, and snowshoeing in the winter. These sites are popular both with area residents and visitors from around the state. Also, Green NF is listed in the top three attractions for Example County.

*Note: Federal economic generator refers to any use of/on Federal lands that results in economic generation for the local community and/or region.

4 - Safety

A. Describe all existing safety conditions (e.g. below standard sight distances, roadside hazards, below standard lane and shoulder widths, etc.). How proposed project countermeasure(s) will address these safety conditions, and for what user groups?

SAMPLE - XYZ Road has several areas of inadequate sight distance and substandard curves, as well as a few areas with outdated guardrail. Further, the lack of consistent shoulders and narrow shoulders leave little to no recovery zone for vehicles and can create conflicts when vehicles and bicycles are on the road at the same time. This project will address these safety concerns by fixing sight distance geometry issues, adding new guardrail, signage, and striping, and widening the road to include shoulders and an uphill bike lane.


5 - Preservation

A. Describe the condition of the FLATF, including surface condition, age, pavement condition ratings (PCI), bridge sufficiency ratings, etc. Describe how the proposed project will improve the condition of the FLATF, including extending service life, and impacts to O&M costs.

SAMPLE - The existing road pavement is deteriorating, with several drainage issues. The project will fix the drainage issues and provide new pavement, both extending the service life of the road.

B. Describe how the FLATF will be maintained after construction. Be specific as to what maintenance activities would occur, the frequency, and funding sources.

SAMPLE - Example County's Public Works Department handles roadway maintenance. The department owns equipment to conduct all necessary roadway maintenance of the improvements made.

Example County allocates an annual budget for roadway maintenance. The anticipated annual maintenance for the improved XYZ Road will be fully covered by this budget. 


6 - Sustainability and Environmental Quality Benefits

A. Describe if and how the proposed project contributes to the environmental goals and objectives of the local, State, and/or Federal Land Management Agency (e.g. reducing erosion or dust, improving wildlife connectivity, habitat, aquatic organism passage, reduction of noise/water/air/ pollution, etc.).


SAMPLE - The culverts will reconnect the natural migration of the Steelhead Trout by designing for aquatic organism passage in select culverts.

7 - Coordination

A. Summarize any stakeholder or public involvement conducted to date. Summarize feedback, support, and/or objections identified. Describe any known or potential controversy and/or support for the project. (NOTE: Projects that have not initiated public involvement or anticipate controversy should still apply. Just state what is known or anticipated.)

SAMPLE - Example County has discussed improvements to XYZ Road for several years. Stakeholder and public support for the project is generally strong. Public requests for repairs on the road has been brought up at County meetings multiple times. County meetings held in the last year communicated the intention to submit this project for FLAP funding. Some of the public are concerned about increased bicycle use along the road and hope the final design would reduce potential conflicts. Anticipated ROW acquisition may impact 15 landowners. The County has attempted initial consultation with all landowners. Eight of the landowners are very supportive and the five has reservations, but is willing to continue discussing the project. Two of the landowners could not be reached. See attached email communication. 

B. Describe how the Federal Lands, will support or connect to the improved access explained in 2B. For example, if building a new bicycle facility does the FLMA allow bicycles and where to/from?

SAMPLE - The USFS fully supports improvements to XYZ Road. As this area continues to increase in use and popularity, plans for upgrades to the trailhead parking areas and day-use area are in the USFS budget for FY26. While the USFS trails do not allow bicycling, the day-use area already includes bicycle racks, water, and restrooms for cyclists coming to picnic in the area. The USFS is also discussing with Example County about adding bicycle racks at the trailheads to encourage and support visitors who want to cycle to also hike the trails. 

Submittal Instructions:

1. Save your form as PDF to your computer, with file name similar to: CALIFORNIA FLAP APP 2021 <PROJECT NAME>
 - a. Check that all fields have been completed and that all your work has saved properly prior to e-mailing your application.
2. Attach all additional files:
 - a. Review the checklist you completed and attach all photos, maps project estimates, and forms requiring signatures.
 - b. Please do not use a zip application to reduce and send large files. The submittal email address will not accept zipped attachments. To accommodate large attachment sizes, we encourage sending multiple emails referencing the volume of the email(s) in the subject line, labeling them '1 of 2,' '2 of 2,' or similar. It is the responsibility of the sending party to ensure their file has successfully transmitted (not getting stuck in the e-mail "outbox").
 - c. **ATTENTION:** DO NOT USE YOUR PDF SOFTWARE TO ATTACH DOCUMENTS INTO THE PDF DOCUMENT AS ALL YOUR FORM FIELDS WILL BE INVALID. ALL ATTACHED PHOTOS AND FILES SHOULD BE SEPARATE FILES.
3. Save a copy for your records
4. E-mail your completed form to cfl.planning@dot.gov, using the subject: CALIFORNIA FLAP APP 2021 <PROJECT NAME>
5. Check your e-mail's "sent box" to ensure that your file was sent. Larger files may take longer to send.
 - a. You should receive confirmation of receipt of your submission within 3 working days of the call closing date.