
**AMARILLO
METROPOLITAN
PLANNING ORGANIZATION**
Transportation Alternatives
Category 9
Project Submittal Guidelines

July 9, 2026

Effective Date

APPROVED ON THE 9th DAY OF JULY, 2026 BY THE AMARILLO METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE.

A handwritten signature in cursive script, appearing to read "Cole Stanley", is written over a horizontal line.

THE HONORABLE COLE STANLEY,
CHAIRMAN, MPO PLANNING POLICY
COMMITTEE

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GLOSSARY AND IMPORTANT LINKS

AFA (Advance Funding Agreement) -An agreement between TxDOT and a project sponsor defining project responsibilities and funding requirements.

AMPO (Amarillo Metropolitan Planning Organization) -The regional organization responsible for transportation planning and funding decisions for the Amarillo area.

ADA (Americans with Disabilities Act) -A federal law requiring accessibility and equal access for individuals with disabilities.

AAIM (Amarillo Area in Motion Plan) -The regional transportation plan identifying future transportation goals and priorities.

CRIS (Crash Records Information System)- TxDOT's database is used to review crash information and support transportation safety analysis.

FAST Act (Fixing America's Surface Transportation Act) -Federal legislation established transportation funding programs and policies.

IJA (Infrastructure Investment and Jobs Act) -Federal legislation provides transportation and infrastructure funding opportunities.

Multimodal Transportation -A transportation system that integrates multiple travel methods such as walking, bicycling, public transit, and vehicles.

Non-Motorist -A person traveling without the use of a motor vehicle, including pedestrians and bicyclists.

SRTS (Safe Routes to School) -A program intended to improve safety and encourage students to walk and bicycle to school.

Special Generators -Locations that create significant traffic activity, such as schools, shopping centers, medical facilities, or large employment areas.

TA (Transportation Alternatives) -A federal funding program supporting bicycles, pedestrians, environmental mitigation, and community improvement projects.

Traffic Calming -Design strategies intended to reduce vehicle speeds and improve roadway safety.

[TxDOT Project Development Process Manual](#)
[Amarillo Area In Motion Plan](#)
[AAIM Bike/Ped Toolbox](#)
[Congestion Management Process](#)

[Safe Routes To School USC Title 23 Section 208\(g\)](#)
[TxDOT's TA Brochure](#)
[Highway Safety Improvement Program](#)
[MPO Google Drive Link to Supplemental Documents](#)

INTRODUCTION

This document provides guidance and reference materials to assist local governments in applying for Federal Transportation Alternative (TA) Program funding through the Amarillo Metropolitan Planning Organization (MPO). The guidelines outlines the criteria used by the Amarillo MPO to evaluate applications and distribute federal grant funds to locally submitted projects.

The Transportation Alternative Grant (Category 9) is officially known as the Transportation Alternative Set-Aside Program. This category of funding is designed to plan and construct alternative, non-motorized transportation infrastructure.

CALL FOR PROJECTS

When TA funds are available, the Amarillo MPO will issue a Call for Projects. The Call for Projects will set the deadline for project submission as established by the Metropolitan Planning Organization Policy Committee. Priority funding shall be given to projects that meet Federal regulations, and aid in implementing the Amarillo Area In Motion Plan (AAIM). Calls for Projects will be conducted each year and at the discretion of the MPO Policy Committee. Projects cannot be identified for partial funding in one year and partial funding in succeeding years.

GUIDELINES FOR ELIGIBILITY

All projects funded through the Amarillo MPO must comply with applicable provisions of Title 23 of the United States Code, including projects agreements, authorization prior to incurring costs, prevailing wage requirements (Davis-Bacon), competitive bidding, and other contracting requirements. These requirements apply regardless of whether a project is located within the right-of-way of a Federal- aid highway. Additionally, projects must comply with the TxDOT Project Development Manual (PDM), as well as eligibility and participation requirements outlined in this document and any applicable provisions of the Fixing America's Surface Transportation (FAST) act and the Infrastructure and Investment Jobs Act (IIJA).

The types of projects that are eligible for this grant funding are as follows:

- **Bicycle and Pedestrian Facilities**

- Construction of on-street bikeways, shared-use paths, and sidewalks

- **ADA Accessibility**

- Infrastructure and intersection improvements designed to achieve Americans with Disabilities Act (ADA) compliance

- **Safe Routes to School**

- Biking and walking infrastructure designed to encourage students to travel to school Safely

- **Recreational Trails**

- Development and maintenance of trail networks for non-motorized users.

- **Traffic Calming**

- Implementation of pedestrian and bicycle signals, lighting, and other safety-related Infrastructure.

GENERAL REQUIREMENTS FOR ALL PROJECTS

All projects must meet the following general requirements to be eligible for Federal TA funding through the Amarillo MPO:

- Committed TA funds shall be used for construction or other activities associated with project development including but not limited to, design, preliminary engineering, environmental, right-of-way acquisition, utility relocation, etc., are ineligible for the expenditure of TA funding.
- Each eligible project sponsor may submit more than one project application for TA funding.
- A formal application must be submitted as outlined in the Call for Projects by the deadline established by the Metropolitan Planning Organization Policy Committee. Applications should be submitted electronically via email and must include a cover letter from the principal, elected official or chief executive, the completed application form, an appendix of required documents such as the matching funds resolution and project map, a schedule for the project (can be found on the google drive linked above), a breakdown of cost that can be found on the application and any additional materials that support the project. All application materials must be submitted to the Amarillo Area Metropolitan Planning Organization by the project submittal deadline established by the Metropolitan Planning Organization Policy Committee. The e-mail address that should be used is amarillompo@amarillo.gov.
- Every application must identify the name and contact information for the person responsible for filling out and submitting the application to the AMPO.
- At a minimum, project sponsors must provide the federally required 20% local match. If a project is selected for funding, failure to provide the matching share in a timely manner shall result in the withdrawal of the Federal TA funds by the MPO and re-distribution of the funds in accordance with the project selection procedures. It is the responsibility of the project sponsor to cover any costs above the amount requested on the application, no additional Federal TA funding shall be committed through the MPO above the amount requested in the application.
- **Phased Projects:** The MPO will approve applications that represent a phase of a larger construction project. Due to the limited amount of funds allotted to this program, the Amarillo MPO will accept applications for projects that take a phased approach to improvements if at least one eligible activity is addressed with each phase. Example:
 - **A bicycle path that proposes to build a section of the total route with the current application and then complete the total path in a later project would be approved. A logical terminus must be chosen for the project.**
- Proposed projects must complete a review by the Texas Department of Transportation (TxDOT).

SCORING PROCESS

The project scoring process will be undertaken by MPO Staff and the Panhandle Regional Planning Commission's Transportation Advisory Committee Member. These individuals will comprise the scoring team. The scoring team will receive applications and review the assigned score provided by the application for accuracy. These scores will be averaged together into a project score. In the event of a tie, the scoring committee will use the higher of the aggregated Safety category score to prioritize these

applications. There will be a meeting between the entity applying for funds and the scoring team in order to verify that the project fits the scope of the grant, and is scored appropriately, as well as to assist staff in becoming familiar with the project.

Once these meetings have been conducted the project scores will be taken to the Transportation Advisory Committee (TAC) for review, discussion, and recommendation. This review and discussion by the TAC will allow a second step in the evaluation process. This step will also allow for human input as well as professional evaluation. After review by the TAC, prioritization and project listing will be adjusted based on the review and discussions. At this meeting, the TAC will consider making a recommendation of the prioritized list of projects to the MPO Policy Committee for funding. The MPO Policy Committee retains the final decision regarding project funding and prioritization. Projects not selected for funding will remain on the priority list of projects and must go through an update of cost every three years. It is the responsibility of the entity submitting the project to resubmit this project estimate, as well as request any project to be removed that may no longer be feasible.

PROJECT IMPLEMENTATION

The implementation of each project funded through this program will be administered by the Texas Department of Transportation through an Advance Funding Agreement (AFA). It is the duty of the applicant to ensure that projects are delivered in a timely fashion. If projects cannot be completed in the allotted four-year (4-year) time frame, arrangements must be made with MPO staff to determine if funds may be re-allocated to other eligible projects that can meet the timeline. The project applicant, or entity responsible for the roadway, is responsible for covering any cost overruns due to, but not limited to: inflation, bids coming in higher than expected, or any other reason. No additional funds from the Amarillo MPO will be committed beyond the approved grant request.

Shortly after the call for projects is issued a meeting will be setup to cover requirements for submittal of projects and timelines. At a minimum, all approved projects and project sponsors must attend a project kick-off meeting with MPO staff once funding determinations have been made. Project sponsors will also be required to provide quarterly status updates to MPO Staff and may be required to give a status update to the MPO Policy Board at the request of MPO staff.

Project sponsors will be required to submit a final report for each approved project which includes the scope of the project, before and after photos, final budget, and duration of the project. This report will be shared with the MPO Policy Board at the conclusion of each project.

EVALUATION CRITERIA

No individual project may consume more than a single year's allocation of funding for Category 9 without TAC and Policy Board Approval. Category 9 funds are reserved for infrastructure projects that address bicycle and pedestrian design elements, including transit access improvements. The scoring criteria for Category 9 is listed below:

Transportation Alternatives (TA) Category 9 Scoring	Points
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Scope of Project	40
Safety	25
Resiliency	5
Congestion	10
Economic Impact	10
Transit	10
Total Points	100

All proposed projects must be consistent with the latest version of the Metropolitan Transportation Plan. TA projects will be evaluated based on Scope of Project, Safety, Resiliency, Congestion, Economic Impact, etc. Projects ranked the highest will be submitted to the MPO for consideration and approval for funding until all available funds have been committed. In the event two or more projects rank equally, funding shall be awarded based on safety criteria. The evaluation criteria are described in detail on the following pages.

Scope of Project

The purpose of this criterion is to encourage projects that support regional goals, are ready for construction, and touch on multi-modal aspects. For the purpose of this scoring criterion, priority shall be given to projects that address multi-modal needs, are identified in the Amarillo Area in Motion Plan, and have a high level of local match.

Assessment	Score
Addresses an ADA Issue	
Project addresses one or more ADA issues	1-5
Project does not address an ADA issue	0
Identified Priority or Gap in Amarillo Area in Motion Plan	
Project addresses one or more priorities or gaps outlined in the AAIM	1-5
Project does not address any priorities or gaps outlined in the AAIM	0
Cost Effectiveness	
Project impact is high with low cost	5
Project impact is moderate with moderate cost	3
Project impact is low with high cost	1
Project does not include cost estimates	0
Multimodal Aspects	
Project includes improvement to one or more types of multi-modal transportation	1-5
Project does not include improvement to multi-modal transportation	0
Bike/Pedestrian Amenities and Comfort	
Project addresses an amenity or comfort issue for bike/ped traffic	5
Project does not address an amenity or comfort issue for bike/ped traffic	0
Local Match	
Project has 50% or greater local match	5
Project has 31-40% local match	3
Project has 21-30% local match	1
Project has 20% local match	0

Supported by Local Stakeholders	
Project is supported by at least 1 local stakeholder	5
Project is not supported by local stakeholders	0
Project Maturity	
Project has been identified in planning documents for 3 or more years	5
Project has not been identified in planning documents for 3 or more years	0

Maximum Score 40 points

Safety

The purpose of this criterion is to place priority on projects that improve safety and accessibility throughout the Amarillo Metropolitan Area Boundary. For the purpose of this scoring criterion, priority shall be given to projects that address a safety issue in proximity to vehicular or pedestrian crashes in the Amarillo Metropolitan Area Boundary.

Assessment	Score
Vicinity to Non-Motorist Crashes in last 3 Years	
Project located in vicinity to 5+ non-motorist crashes	10
Project located in vicinity to 3-4 non-motorist crashes	7
Project located in vicinity to 1-2 non-motorist crashes	5
Project located in vicinity to 0 non-motorist crashes	0
Separation of facilities for bicycle	
Project has complete separation for bicycle	5
Project includes physical barrier for bicycle	4
Project includes visual barrier for bicycle	2
Project includes striping for bicycle	1
Project does not include bicycle separation from roadway	0
Separation of facilities for Pedestrian	
Project has complete separation for Pedestrian	5
Project includes physical barrier for Pedestrian	4
Project includes visual barrier for Pedestrian	2
Project includes striping for Pedestrian	1
Project does not include Pedestrian separation from roadway	0
Project addresses a safety issue for routes to schools	5
Project does not address a safety issue for routes to schools	0

Maximum Score 25 points

Resiliency

The purpose of this criterion is to encourage projects that improve the resiliency of the built surface transportation infrastructure environment. For the purpose of this scoring criterion, priority shall be given to projects that increase resiliency of navigation and operations for non-motorists.

Assessment	Score
Increase Resiliency	

Project addresses known resiliency issues	5
Project does not address known resiliency issues.	0
Maximum Score 5 points	

Congestion

The purpose of this criterion is to prioritize those projects that are identified along a congested roadway segment in accordance with the adopted Congestion Management Plan. For the purposes of this scoring criteria, projects that are located along a congested roadway will score more points.

Assessment	Score
Congestion	
Project is located along an identified highly congested roadway segment	10
Project is located along an identified medium congested roadway segment	6
Project is located long an identified low congested roadway segment	2
Project is not located along an identified congested roadways segment	0

Maximum Score 10 points

Economic Impact

The goal of this criterion is to encourage projects that address the economic impact of transportation facilities. For the purpose of this scoring criterion, priority shall be given to projects that are adjacent to traffic generators and those that address multi-modal conflicts with special generators.

Assessment	Score
Adjacent to Projected or Anticipated Special Generators	
Project is adjacent to 5+ projected, or anticipated special generators	5
Project is adjacent to 3-4 projected, or anticipated special generators	3
Project is adjacent to 1-2 projected, or anticipated special generators	1
Project is not adjacent to projected, or anticipated special generators	0
Multi-Modal Conflict with Special Generators	
Project addresses a known conflict between vehicles and non-motorists at special generators	5
Project does not address known conflict between vehicles and non-motorists at special generators	0

Maximum Score 10 points

Transit

The goal of this criterion is to encourage projects that address transit and access to transit facilities, including stops, buildings, etc. For the purpose of this scoring criterion, priority shall be given to projects that increase transit ridership and access to transit facilities.

Assessment	Score
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Is this a Transit project	
Project is a transit project	5
Project is not a transit project	0
Increase Access to Transit Facilities	
Project does address an access issue for a transit facility	5
Project does not address an access issue for a transit facility	0
Maximum Score 10 points	

Non-Discrimination Policy | Equal Employment Opportunity Employer

The Amarillo Metropolitan Planning Organization (AMPO) does not discriminate on the basis of race, color, national origin, gender, sexual orientation, age, religion, creed or disability in admission to, access to, or operation of its programs, services, or activities. AMPO provides an equal employment opportunity to all its employees and applicants for employment. Title VI and ADA inquiries should be forwarded to Travis Muno: AMPO PO Box 1971 Amarillo, TX 79105, (806)378-4219.

ATTACHMENT A – Matching Funds Resolution

Matching Funds Resolution
Amarillo MPO Transportation Alternatives

ATTACHMENT A

WHEREAS, Transportation Alternatives (TA) funds have been made available for transportation improvements within the Amarillo Urbanized Area; and

WHEREAS, _____ has selected a project to submit to the
Name of local entity (municipality or county)
Amarillo Metropolitan Planning Organization (MPO) for consideration for funding; and

WHEREAS, the selected project includes _____
Brief project description

WHEREAS, _____ hereby requests Federal TA funding from
Name of local entity (municipality or county)
the Amarillo MPO in the amount of _____; and
\$ Amount of requested TA funding

WHEREAS, _____ agrees to provide local matching funds for
Name of local entity (municipality or county)
the project in the amount of _____. The local entity agrees to provide
\$ Amount of local match
said matching funds in a timely manner.

NOW, THEREFORE, BE IT RESOLVED: _____ acknowledges if
Name of local entity (municipality or county)
said project is selected for funding through the MPO selection process said project is subject to all applicable Federal and State laws and regulations regarding TA funding, as well as subject to the rules and procedures established by the Amarillo MPO regarding approved TA projects.

Print Name (Chief Elected Official or Board President)

Signature (Chief Elected Official or Board President)

ATTEST:

Signature (City Clerk/Board Attorney/or County Administrator)

Date