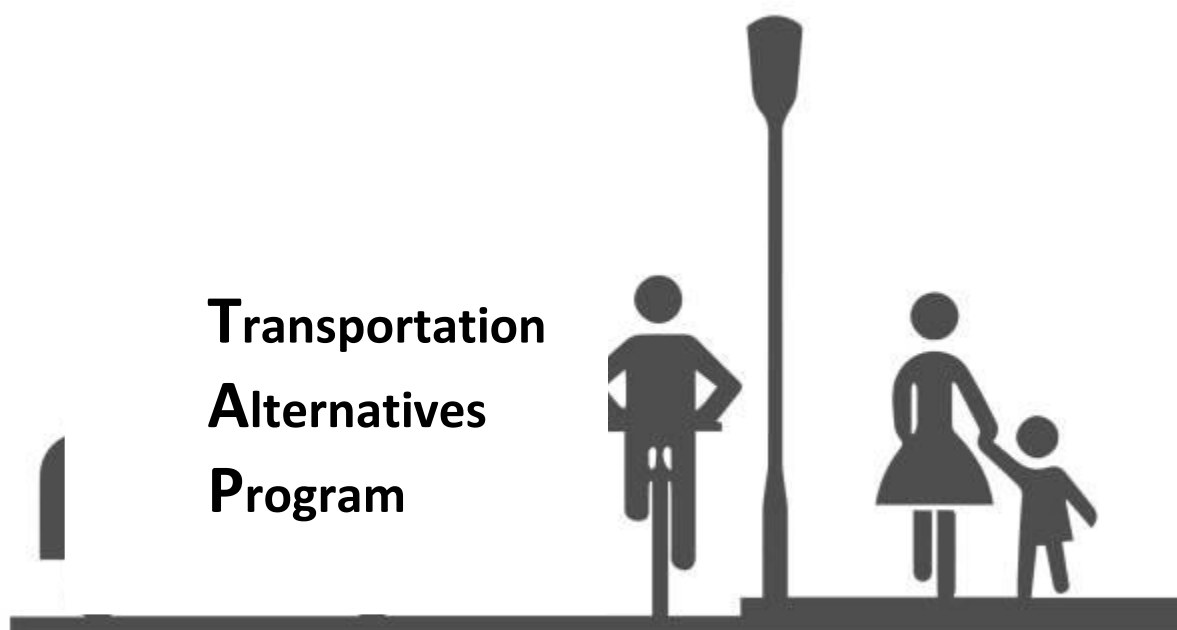


## Transportation Alternatives Program (TAP): 2026 Application - Infrastructure Projects

**Submittal Deadline: Thursday January 22nd, 2026, 4:00 pm MST  
(revised December 2025)**



**Local Highway Technical Assistance Council**

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# 1. APPLICATION INFORMATION

## 1.1 INSTRUCTIONS

There are several changes to the TAP Infrastructure application from prior years. Major changes include:

- The ITD TAP coordinators have been updated. Please make sure you contact the appropriate ITD staff as required for your application.
- Guidance for how projects must adhere to Senate Bills 1140 and 1144 has been developed.

The following items are due to LHTAC or ITD TAP Coordinator by January 15, 2026:

- Pre-application checklist
- Environmental screening form
- TAP estimating worksheet

The forms will be returned to the applicant with signatures or with comments to be addressed prior to submission of the application. Forms with comments must still be signed prior to submission of application.

A completed application will include the following:

- Cover Sheet that includes the local sponsor and project name.
- Applicant information and funding preferences (page 9).
- Project Map that clearly defines project location with easily identifiable beginning and end points.
- Responses to questions 1-5.
- Letter or resolution from your agency stating a match commitment.
- ITD 1983 form – ROW Certificate.
- Supplemental Application Questions for projects within an MPO (if applicable).
- Railroad agreement (if applicable).
- The pre-application checklist, environmental screening form and TAP estimating worksheet.
- Application certification, signed page 7.

Completed applications should be submitted as a single electronic file to [APPLICATIONS@LHTAC.ORG](mailto:APPLICATIONS@LHTAC.ORG) by 4:00 p.m. (MST) on **Thursday, January 22, 2026**.

Application resources can be found on LHTAC's website [www.lhtac.org/programs/TAP](http://www.lhtac.org/programs/TAP)

## 1.2 PROGRAM BACKGROUND

The Local Highway Technical Assistance Council (LHTAC) in partnership with the Idaho Transportation Department is now soliciting applications for the Transportation Alternatives Program (TAP) to add projects to fiscal years 2028, 2029, 2030. The purpose of TAP funding is to provide for a variety of alternative transportation projects and to advance ITD's strategic goals of Mobility, Safety and Economic Opportunity. The TAP program provides funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, and safe routes to school educational projects. Approximately \$7.5M is available each year with up to 95% going toward infrastructure projects and the rest funding non-infrastructure Safe Routes to School (SR2S) projects. The \$7.5M annual funding allocation is based on the IIJA Act.

**ELIGIBLE PROJECTS:** According to ITD Administrative Policy 5081, funds can be used for on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities act of 1990.

**Examples of eligible projects:**

- Paths/sidewalks along or adjacent to an existing roadway.
- Connecting sidewalks/paths between two terminal points.
- Curb ramps and other horizontal and vertical barriers to accessibility.
- Pedestrian crossing facilities across an existing roadway including signing and/or signalization.
- Reconstructing an existing non-compliant pathway or sidewalk.
- Pedestrian bridges or underpasses.

**Senate Bill 1140 and 1144:** By submitting an application, applicants are certifying these projects meet the intent of SB 1140 and SB1144, passed in April 2025. Approved TAP projects will satisfy the requirement that standalone bicycle and pedestrian projects be proposed in specific locations near schools, parks, or other designated bicycle or pedestrian areas.

**APPLICATION:**

The application for the Transportation Alternatives Program is included in this package, and can be found on the LHTAC website, [www.LHTAC.org](http://www.LHTAC.org), under the Programs tab, then TAP Program.

The application is due Thursday January 15<sup>th</sup> at 4:00 p.m. (MST) and should be submitted electronically in a single PDF file to APPLICATIONS@LHTAC.ORG. The applications will be scored by the Transportation Alternatives Program (TAP) Selection and Evaluation Committee. Applicants will be notified of award in March 2026.

***Limit two applications per eligible applicant.***

**FUNDING:**

Standard TAP infrastructure awards are capped at \$500,000 in Federal-aid (plus 7.34% local match, for a total project size of \$536,700). You may submit up to two applications, however only one application will be funded per jurisdiction, unless all jurisdictions who submit applications receive an award and there is funding remaining. Jurisdictions may submit one application for a non-scalable TAP project (up to \$1M in federal funds). Competitive non-scalable TAP projects are projects that cannot be phased. Examples of non-scalable TAP projects should include large elements like pedestrian bridges, underpasses, or pedestrian tunnels. Non-scalable TAP applications count toward the two-application limit per jurisdiction. See Section 2 for additional information about standard and non-scalable infrastructure application guidance.

## 2. PROGRAM GUIDANCE FOR 2026

**Statement of Purpose:** To share guidelines for the Transportation Alternatives Program.

**Program Administration Team:** Local Highway Technical Assistance Council and Idaho Transportation Department.

### Guidelines and/or Rules:

#### Basic Structure:

- Application is available by October 2, 2025.
- Application is due January 22, 2026.
- Applicant is required to submit a signed document stating everything in the application is accurate and they are able to pay the 7.34% local match.
- Projects on a state route require coordination with the ITD District TAP Coordinator prior to application submittal. Start this coordination early in the application window to allow time for a site visit or communication about project limitations within ITD Right-Of-Way.
- Projects off-system require coordination with LHTAC TAP Coordinator prior to application submittal.
- ITD design standards and federal regulations (include link) apply to all projects funded with TAP funds.

#### Project Types:

- Standard Project:
  - Up to \$500k federal funds (plus 7.34% local match, total project \$536,700).
  - Projects may be phased.
  - May submit two (2) applications each cycle.
- Non-Scalable Project:
  - Up to \$1M federal funds (plus 7.34% local match, total project \$1,073,400).
  - Must include a non-scalable element: pedestrian bridge, pedestrian tunnel, etc.
  - May only submit one (1) non-scalable application each cycle. Agencies may submit one (1) standard project application in addition to a non-scalable application.

#### Application:

- Projects must be located within the public right of way, primarily serving a transportation use.
- Limit of two applications per City, County, or Highway District (includes up to 1 Non-Scalable TAP application).

#### TAP Coordinators:

If a project falls within the Idaho Transportation Department (ITD) Right-of-Way (ROW), then the local sponsor must coordinate with the appropriate ITD district representative listed below. ITD must review and approve the scope of the project and provide a letter of support to be included in the project application. During design, the ITD District will have opportunities to provide comments at milestone project submittals including (but not limited to) preliminary design, final design, and plans, specifications, and estimate (PS&E) submittal. Coordination with your district representative early in the application process is recommended.

- District 1 (North Idaho): Rob Beachler (208) 772-1216
- District 2 (North-Central Idaho): Jole Wells (208) 799-4226
- District 3 (Southwest Idaho): Aaron Bauges (208) 334-8964
- District 4 (South-Central Idaho): Andrew Young
- District 5 (Southeast Idaho): Melodie Halstead (208) 239-3370
- District 6 (East Idaho): Jeff Sneddon (208) 745-5863
- LHTAC (Local roads statewide): Amanda LaMott (208) 344-0565

### **Scoring:**

- Scoring will be by the Transportation Alternatives Program (TAP) Selection and Evaluation Committee as appointed by the Idaho Transportation Department comprising of professionals and stakeholders from various locations across Idaho.
- The MPOs will collaboratively score and rank the supplemental questions for projects that fall within MPO boundaries.
- LHTAC staff will provide project recommendations to the LHTAC Council in March 2026 and the ITD Board at the April 2026 meeting.

### **Funding:**

- Fund approximately \$7.5M in projects annually.
- Funding available in 2028 (partial), 2029, and 2030.
- Maximum federal award of \$500k for standard projects. Maximum federal award of \$1M for non-scalable projects.
- No in-kind match.
- Local jurisdictions may design the project in-house if they have a licensed engineer who can complete Federal-aid compliant design, but this work cannot be reimbursed by the TAP grant.
- Local jurisdictions must hire a Construction Administration consultant as part of the federal project to complete the construction engineering and inspection. The local agency may augment the construction engineering and inspection agreement by providing additional inspection. This work cannot be reimbursed by the TAP grant.
- All projects will require a 7.34% local match of federal funds.
- Project costs may exceed the federal funds allocated to a project, but the local sponsor is required to pay 100% of cost overruns, unless additional federal funding is available at the time of the request.

### **Eligible use of Funds:**

- Hire an engineer off the ITD term agreement list to complete the design to Federal-aid standards.
- Fund construction of the project through federally compliant acquisition process (state and federal procurement rules must be followed).
- Fund construction engineering and inspection (CE&I) services by a consultant off the ITD term agreement list. Local sponsor cannot perform construction administration but can help augment inspection on TAP projects.

### **Eligible applicants:**

- City, County, or Highway District.
- Transit agency.

- Natural resource or public land agency.
- School district, local education agency, or school.
- Tribal government.
- Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails.
- A State, at the request of an eligible entity listed above.

**Sponsor certifies the following conditions of application:**

- Sponsor is familiar with Transportation Alternatives Program eligibility criteria.
- All Right-of-Way (ROW) was acquired in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act and no environmental issues are known to exist.
- If the project falls within ITD Right-Of-Way (ROW), sponsor has coordinated with the appropriate ITD District and has accurately represented the project scope.
- This project doesn't impact any rail lines. If a track is being crossed, sponsor has a documented agreement with the railroad attached to this application.
- Sponsor budget accurately reflects the anticipated cost of the proposed project.
- The information in the application accurately reflects available knowledge of staff.
- Sponsor understands this is a reimbursement grant, must furnish the local cash match upfront, will be reimbursed as work progresses and invoices must be submitted with accompanying documentation.
- The project must be designed and constructed following federal guidelines in order for the sponsor to be eligible for the 92.66% federal reimbursement.
- If the applicant decides to remove this project after the project has begun, the sponsor may be required to pay 100% of all federal funds expended.
- Sponsor accepts responsibility for future maintenance and operating costs of the completed project.

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Sponsor Signature (Authorized Official)

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Date

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Sponsor Printed Name

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Title

## 3. APPLICATION

Project Title: \_\_\_\_\_

Applicant Agency: \_\_\_\_\_

Mailing Address (this may be a P.O. Box):

\_\_\_\_\_

Include a physical address if different from your mailing address:

\_\_\_\_\_

Please list the person from your agency we should call if we have questions regarding this project application.

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**\*A second contact is required in case the first contact is no longer with your agency.**

\*Second Contacts Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**State Highway Route(s) if applicable** \_\_\_\_\_

**Beginning Mile Posts(s) if applicable** \_\_\_\_\_

**Ending Mile Posts(s) if applicable** \_\_\_\_\_

- Project Area:**
- Urbanized - Areas with population over 200,000
  - Urban - Areas with population of 5,001 to 200,000
  - Rural - Areas with population of 5,000 or less

**Project costs:**

Total Federal Funds (92.66%): \_\_\_\_\_

Total Local Match (7.34%): \_\_\_\_\_

Total Project Cost Estimate: \_\_\_\_\_

**Federal reimbursement requested for: (select all that apply)**

- Design activities
- Construction activities

Preference	
<b>Design</b>	
2027	<input type="checkbox"/>
2028	<input type="checkbox"/>
2029	<input type="checkbox"/>
<b>Construction</b>	
2028	<input type="checkbox"/>
2029	<input type="checkbox"/>
2030	<input type="checkbox"/>

## Unscored Application Criteria:

- Provide a map clearly showing project limits
- (pass/fail) Do you own the necessary Right-of-Way for your project? Applicant must document this with an ITD-1983 form. Do you have all necessary easements or access agreements for the project? Provide if applicable.
- (pass/fail) If your project falls within railroad Right-of-Way, do you have a written agreement from the railroad supporting your project?

## Please provide a response for questions 1-5

1. (35 pts) Project Description: Describe your project and why it is important to your community. Include information on distinct elements applicable to the program including sidewalks, bike lanes, shared use path etc. (Limit 1 page).
2. (15 pts) Planning and Readiness: Is this project in your jurisdiction's transportation plan or comprehensive plan and has it been updated in the last 5 years? Do you have an ADA Transition Plan? (agencies with less than 50 employees are not required to have an ADA Transition Plan) If this project is within an MPO boundary, have you coordinated with them on the scope of this project? Do you have a resolution from your jurisdiction's governing body committing to the project match? (Limit ½ page).
3. (20 pts) Mobility: Describe how this project will increase mobility in your community? Does it tie into an existing pedestrian system and/or provide connectivity? Will the project increase biking or walking trips? Does this project remove a known barrier to accessibility? (limit ½ page).
4. (20 pts) Safety: Describe how this project will improve safety for cyclists, pedestrians, children, and those with disabilities in your community. (Limit ½ page).
5. (10 points) Do you have support from your community and/or neighboring agencies? (limit 5 pages).
  - If your project is within a Metropolitan Planning Organization (MPO) boundary, one of your five letters must be from your MPO indicating this project is in alignment with the Metropolitan Transportation Plan.
  - If your agency is part of a regional transportation group or coalition, it is recommended to include a letter from them supporting your project.

**Total: 100 points**

## Application Checklist:

- Signed page 7 from this application packet.
- Responses to the unscored application criteria.
- Responses to questions 1-5.
- Pre-application checklist – signed by ITD or LHTAC TAP Coordinator by January 15, 2026.
- Environmental Screening Form – signed by LHTAC or ITD District Environmental Planner by January 15, 2026.
- TAP estimating worksheet - signed by LHTAC or ITD District Environmental Planner by January 15, 2026.
- Letter or resolution from your agency stating a match commitment.
- ITD 1983 form – ROW Certificate.
- Supplemental Application Questions for projects within an MPO (if applicable).
- Agreement with the railroad (if applicable).

## 4. SCORING

1. Project Description: 35 pts
  - a. Description clearly describes the scope and limits of the project. Describes the project elements, benefits they provide, and clearly shows how they address the needs of the project. Elements may include shoulders, bike lanes, sidewalks, shared use paths, traffic calming, street lighting and/or street furniture. 25-35 pts
  - b. Description moderately describes the scope and limits of the project. Describes the project elements, moderately shows how they address the needs of the project, and the benefits they provide. 15-25 pts
  - c. Description includes minimal information to understand the scope and limits of the project. Describe the project elements, how they address the needs of the project, and the benefits they provide. 0-15 pts
2. Planning and Readiness: 15 pts
  - a. Project is supported by a transportation plan or comprehensive plan updated w/in 5 years containing a written bicycle/pedestrian plan. Application includes a resolution from the governing body committing to pay the local match. MPO has been coordinated with and is supportive (if applicable). 10-15pts
  - b. Project is supported by a transportation plan or comprehensive plan older than 5 years without a written bicycle/pedestrian plan. Application includes resolution from governing body committing to pay the local match. MPO may or may not have been contacted (if applicable). 5-10 pts
  - c. No transportation plan. Application may or may not have a resolution from governing body committing to pay the local match. MPO may or may not have been contacted (if applicable). 0-5 pts
3. Mobility: 20 pts
  - a. Description states how this project will increase mobility and accessibility in the community, how the project ties into an existing pedestrian facility or installs new facilities where none previously existed. Clearly provides examples of new connections to services and goods (i.e. residential to school, residential to commercial, commercial to health care, etc.). Removes a known barrier to accessibility. 10-20 pts
  - b. Description states how this project will increase mobility and accessibility in the community. Limited description for how the project ties into an existing pedestrian facility or installs new facilities where none previously existed with limited examples of new connections this provides. 5-10 pts
  - c. Description includes minimal information about how the project will increase mobility and accessibility in the community. Does not provide information on new connections. 0-5 pts
4. Safety: 20 pts
  - a. Description clearly states how this project will improve safety for cyclists, pedestrians, children, and those with disabilities. Description includes pedestrian and/or bicycle counts, crash data, remarks from the local police, and other data driven documentation of safety enhancements. 15-20pts
  - b. Description moderately describes how this project will improve safety for some users. Limited data driven sources safety enhancements. 10-15pts
  - c. Project description provides little or no safety improvements. 0-10pts
5. Letters of support: 10 pts
  - a. Five signed, unique and current letters or statements of support. If this project is within ITD Right-of-Way, one of the letters must be from the ITD District. 7-10pts
  - b. Form letters or not unique letters of support. 4-7 pts
  - c. Less than five letters of support. 0-4pts