



# FY 2019-20 M2 ELIGIBILITY SUBMITTAL CHECKLIST

(This is not Appendix D)

Requirements due by June 28, 2019

Eligibility Item	Requirement
Eligibility Checklist	<input type="checkbox"/> <b>Appendix D:</b> Eligibility Checklist
Capital Improvement Program (CIP)	<input type="checkbox"/> "Projects Sorted by Name" Report <input type="checkbox"/> Staff Report and Minutes for City Council/Board of Supervisors adoption of 7-year CIP. Draft due June 28, 2019. Final CIP adoption due by <b>July 31, 2019</b> .
Circulation Element/Master Plan of Arterial Highways (MPAH) Consistency	<input type="checkbox"/> <b>Appendix E:</b> Resolution <input type="checkbox"/> <b>Appendix H:</b> Changes in MPAH centerline miles <input type="checkbox"/> Circulation Element Exhibit
Congestion Management Program (CMP)	<input type="checkbox"/> <b>Appendix C:</b> CMP Checklist <input type="checkbox"/> Include projects in CIP to address deficient intersections, if applicable
Maintenance of Effort (MOE)	<input type="checkbox"/> <b>Appendix I:</b> MOE Certification signed by Finance Director <input type="checkbox"/> Budget excerpts for planned MOE expenditures and fund key
Mitigation Fee Program (MFP)	<input type="checkbox"/> <b>Appendix E:</b> Resolution <input type="checkbox"/> Copy of updated nexus study, revised impact fee schedule, or process methodology
Pavement Management Plan (PMP) <sup>1</sup>	<input type="checkbox"/> <b>Appendix F:</b> PMP Submittal Template with PMP certification signed by Public Works Director or City Engineer <input type="checkbox"/> City Council/Board of Supervisors adoption of <b>Appendix E:</b> Resolution (or staff report with PMP adoption recommendation). PMP adoption due by <b>June 28, 2019</b> . <input type="checkbox"/> Pavement Data Files
Traffic Forum	<input type="checkbox"/> Include traffic forum attendance date(s) <sup>2</sup> on <b>Appendix D:</b> Eligibility Checklist
Transit/Non-Motorized Transportation in General Plan	<input type="checkbox"/> Letter outlining land use planning strategies that accommodate transit and active transportation. Letter should be addressed to Mr. Joe Alcock, Measure M Local Programs Section Manager. <input type="checkbox"/> Include referenced excerpts of policies from Land Use section of General Plan in the letter or as an attachment.

<sup>1</sup> Refer to Exhibit 3 (page 16) in FY 19-20 M2 Eligibility Guidelines for PMP Submittal Schedule

<sup>2</sup> Attendance dates can be found under References on the Eligibility Website: <http://www.octa.net/m2eligibility>

**Note:** All related forms and resources can be downloaded from the M2 Eligibility Website: <http://www.octa.net/m2eligibility>