



TECHNICAL ADVISORY COMMITTEE MEETING LOCAL ASSISTANCE UPDATE

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E-76 Obligation Deadlines - FFY 24/25

- E-76 deadlines for federal-aid projects with formula funds programmed to be obligated this FFY 24/25 are currently being finalized, but generally will be as follows:
 - De-Obligations:
 - Complete De-Obligation E-76 packages, with all reviews completed and comments resolved, must be submitted to the District **by late June.**
 - FTA Transfers:
 - FTA Transfer requests must be submitted to the District **by the third week of June.**
 - E-76 Deadlines:
 - Request for Authorization (RFA) packages must be submitted to the District **by mid-June.**
- Please share these deadlines with your team and work with your assigned Local Assistance Area Engineer (LAAE) to ensure these deadlines are met. If there is a potential for a project with funds programmed this FY 24/25 to not meet these deadlines, please notify your LAAE as soon as possible to determine a project delivery action plan. Feel free to reach out to your assigned LAAE and/or DLAE with any questions.
- E-76 submissions cannot be processed if annual DBE forms and the QAP submittal are not current.
 - Ensure most recent version of [LAPM Exhibits](#) are being used when submitting documentation.



Inactive Invoices

- Deadline to submit inactive invoices for this quarter is **May 23rd, 2025**. Please work with your assigned Local Assistance Area Engineer if you have any outstanding inactive invoices this quarter.
- New inactive quarter will begin on **July 1st, 2025**.
- Deadline to submit inactive invoices for next quarter is **August 22nd, 2025**.
- Reminder letters have been sent out for the current quarter.
- Inactivity may prevent E-76s from being processed.
- The official inactive list can be viewed here:
 - <https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>
- If you have questions or issues with submitting invoices, please contact your assigned Local Assistance Area Engineer for further assistance.

CTC Meetings

- The [2025 CTC Meeting Schedule](#) has been posted on the [CTC Meeting Webpage](#).
- Next CTC Meetings:
 - May 15 - 16, 2025 – San Francisco.
 - June 26 - 27, 2025 – Sacramento.
- Next deadlines to submit allocations and time extensions to District 12 Local Assistance (see the [2025 CTC Preparation Calendar](#)):
 - June 16th, 2025 for the August CTC Meeting.
 - August 18th, 2025 for the October CTC Meeting.



Active Transportation Program (ATP)

- Commission adopts MPO selected projects for Cycle 7 – June 2025.
- ATP Symposium (October 2025) – Registration Link:
 - [2025 California Active Transportation Program Symposium - Active Transportation Resource Center](#)
- Please submit project reports through CalSMART in a timely manner, automatic reminders are sent to agencies periodically regarding projects.
 - If you have any questions, please contact your Local Assistance Area Engineer.
- FY24/25 Q4 ATP Reporting Period – Begins July 1st, 2025.
- Please be aware that corrections may be needed after a project report submission.
 - Corrections are needed in a timely manner (typically by the end of the month of that reporting period; see the Caltrans [ATP Project Reporting](#) page for further details).
- Caltrans' ATP webpage: <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program>

Highway Bridge Program (HBP)

- New programming lists for HBP projects have been finalized in March and submitted to the MPOs for FTIP amendment. Lists of projects are currently in the process of being posted on the [HBP Listings](#) webpage with ADA-remediation. PDF copies were distributed to the Local Agencies with HBP projects for reference.
- EPSP and Post-Programming requests for HBP projects opened on April 1st, 2025.
- Information may be subject to change. For additional information and guidance, please see Caltrans HBP webpage: <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/highway-bridge-program>.

Competitive Grant Program (CGP)

- New program name; formerly known as Discretionary Grant Programs (DGP).
- 90-day pause by FHWA for CGP projects ended on April 20th, 2025. Pending further direction; FHWA still not processing the following:
 - New project Recipient Agreements (RAs).
 - Kickoff Meetings.
- For FFY 2022 awarded CGP projects, the obligation deadline is September 30th, 2025.
- Training Opportunity - Caltrans Division of Local Assistance (DLA) and Federal Highway Administration (FHWA) California Division provided a free webinar on March 6th, 2025 for the implementation, processes, and procedures of Competitive Grant Programs. For those who could not attend, a recording and presentation of the webinar can be found on the DLA Blog:
<https://www.localassistanceblog.com/2025/03/20/recording-navigating-discretionary-grant-programs/>.

Clean California Local Grant Program (CCLGP)

- Cycle 1 delivery deadline was **June 30th, 2024**, without an extension.
 - Local Agencies with an extension granted to their project must submit a CCLGP project's final invoice no later than one month before the project's end closeout date.
- Cycle 2 delivery deadline is **June 30th, 2026**.
- Please see the Clean CA webpage for more info and application guidelines: <https://cleancalifornia.dot.ca.gov/local-grant-program>.

DBE/QAP

- Caltrans Office Bulletin #25-01: Dollar Threshold Update for DBE Contract Goal and GFE Evaluation:
 - DBE contract goals & GFE Evaluations for construction contract estimates greater than \$4 million and consultant contract estimates greater than \$1 million will be transmitted by the DLAE to HQ DLA for acceptance.
 - LAPM changes noted in the Office Bulletin #25-01 supersede the existing 2025 LAPM publication and will be published in the January 2026 version. Agencies will need to refer to Bulletin #25-01 for changes made to LAPM Ch 9.
 - See DLA Blog Post below for more details:
 - <https://www.localassistanceblog.com/2025/04/17/caltrans-office-bulletin-25-01-dollar-threshold-update-for-dbe-contract-goal-and-gfe-evaluation/>
- QAP and annual DBE Forms ([LAPM 9-B](#) and [LAPM 9-C](#)) need to be up to date and on file with Caltrans D12 Local Assistance in order to process E-76s and receive federal funding.
- Quality Assurance Program (QAP) forms need to be updated and approved every 5 years.
- If you have questions or issues with submitting DBE/QAP forms, please contact your assigned Local Assistance Area Engineer for further assistance.

PED Extension

- New way to request extensions for Project End Dates (PED).
 - Entirely online and replaces old E-76 system.
 - Link: <https://app.smartsheet.com/b/form/dd8ec43edae54b8aad35159cacec011a>
- Work done after a PED cannot be reimbursed!
- More info, helpful tools, and a report listing upcoming PED expirations can be found here: <https://dot.ca.gov/programs/local-assistance/projects/projects-with-expiring-end-dates>

Title VI

- As a reminder, local public agencies (LPAs) must complete the [Title VI Program Assessment Online Form](#), especially if LPAs receive FHWA funds. Although the deadline was **March 31st, 2025**, if LPAs have not submitted their responses, LPAs must complete the online form as soon as possible. If required to have an FHWA Title VI Plan, LPAs can check out the [Local Agency Requirements](#) webpage to learn more about the FHWA Title VI requirements, as well as access sample plans and templates.
- Civil Rights Act of 1964 prohibits discrimination by recipient of Federal assistance on the basis of race, color, and national origin, including the denial of meaningful access for limited English proficient (LEP) Persons.
- Requirements include but are not limited to:
 - Title VI nondiscrimination statement
 - Assurances (as part of the Master Agreement and Program Supplement Agreement.
 - Designation of a Title VI Coordinator.
 - Complaint Procedures.
 - Data Collection.
 - Training.
 - Dissemination of Information.
 - Contracts and Agreements.
 - Environmental Justice.
 - Public Hearings and Meetings.
 - Right of Way activities.
 - Construction contract compliance.
 - Monitoring.
- Caltrans has also recently updated our webpage on [Filing a Complaint](#), where guidance is provided to local agencies on how to process Title VI complaints.

References and Training Opportunities

- Caltrans Local Assistance Webpage:
 - <https://dot.ca.gov/programs/local-assistance>
- California LTAP training:
 - <https://caltap.org/training.aspx>
- Local Assistance Blog:
 - <https://www.localassistanceblog.com/local-assistance-training/>
- Local Assistance Procedures Manual (LAPM):
 - <https://dot.ca.gov/programs/local-assistance/guidelines-and-procedures/local-assistance-procedures-manual-lapm>
- Local Assistance Program Guidelines (LAPG):
 - <https://dot.ca.gov/programs/local-assistance/guidelines-and-procedures/local-assistance-program-guidelines-lapg>

CALTRANS DISTRICT 12 LOCAL ASSISTANCE

Helping our partners deliver local transportation projects



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CRRSAA (R. Faraz)
CTC (E. Kaplan, E. Locke backup)
CWA (E. Vonranzow)
DBE (M. Gomez-Cruz, E. Vonranzow backup)
Discretionary Grants (R. Aludino, M. Movasat backup)
Earmark Repurposing (Q. Ngo)
ER (M. Movasat, P. Lee backup)
FTA (M. Gomez-Cruz)
HBP (R. Aludino, M. Gomez-Cruz backup)
HSIP (E. Locke, Q. Ngo backup)
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Laguna Niguel (Q. Ngo)
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La Habra (Q. Ngo)

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