

**RTA Wildlife Linkages Subcommittee
Proposal Review Process
January 2008**

As part of the RTA funding measure adopted by Pima County voters in 2006, \$45 million was allocated to fund activities and projects to improve wildlife connectivity associated with transportation projects. These funds may be applied to projects that are specified by the RTA plan or to any other transportation related project, e.g., existing road retrofits. The following procedures will determine the process for the consideration of proposals by the RTA Wildlife Linkages Subcommittee (hereinafter Committee).

Funding proposals shall originate from the jurisdiction that will coordinate the project. The jurisdiction submitting a proposal must be sponsoring the project and will use its own procurement process to, as needed, secure a service consultant and/or contractor to complete the tasks if approved by the Committee.

Prior to submitting a funding proposal to the Committee, a jurisdiction may seek review and comment from a multi-jurisdictional, informal working group that has been operating for several years. This group consists of technical staff and representatives from various jurisdictions and organizations and their purpose is to provide technical and logistical input, advice, guidance as proposals are developed. This working group has no formal role to play in the approval of the funding proposal by the Committee and has no formal relationship with the Committee.

A completed funding proposal will be submitted by a sponsoring jurisdiction to the RTA office and the proposal application shall be accompanied by a formal transmittal letter from the sponsoring jurisdiction. The RTA office will log the funding proposal and ensure that it is complete. A funding proposal must be submitted two weeks in advance of the next scheduled Committee meeting to ensure adequate time for review by the Committee members as well as its placement on the agenda. The funding proposal is then transmitted to the members of the Committee for their review prior to the meeting, and will be placed on the agenda of the next scheduled meeting (or the following meeting if inadequate time is available to include in the noticed agenda).

At its regular meeting, the sponsoring jurisdiction shall present the funding proposal to the Committee. During consideration of the agenda item, the Committee shall allow public comment on any funding proposal.

Prior to and during the meeting, the Committee shall formally review and evaluate every proposal and document the reasons for supporting or rejecting funding. The criteria and forms to be used for this purpose shall be at the discretion of the Committee. The Committee has adopted a set of documents (Exhibits A-E) that may be used by the Committee to frame its deliberations and document its decisions.

The Committee may approve the funding proposal as submitted or, if deficient in some manner, may return the funding proposal to the applying jurisdiction for modification, or the Committee may reject the funding proposal. Any funding proposal not approved by the Committee shall include a statement from the Committee specifying the reasons for the rejection and/or comments on the deficiencies.

Once a funding proposal is approved by the Committee, the proposal shall be forwarded to the RTA Transportation Improvement Committee (RTA TIP) for further consideration. The Chair of the Committee may introduce the funding proposal to the RTA TIP or rely upon the RTA staff to do so. In either case, the sponsoring jurisdiction should be prepared to respond to questions regarding the proposal at each step in the approval process.

It is anticipated that project proposals from RTA jurisdictions will be considered by the Committee on an ongoing basis until funding is no longer available. Submissions of Committee approved concepts to the RTA will, at some point, be forwarded for consideration by the RTA Authority on a semi-annual basis (March and October).

List of Criteria Documents

- Exhibit A RTA Wildlife Linkages Proposal – Cover page
- Exhibit B RTA Wildlife Linkages Project Proposal Format
- Exhibit C Potential Research/Information Topics for RTA Wildlife Projects
- Exhibit D Review Guidelines for RTA Wildlife Grant Project Proposals
 1. Surveys and Studies
 2. Land Acquisition
 3. Construction Activities
- Exhibit E Wildlife Priority Corridors List