TRANSPORTATION ALTERNATIVES PROGRAM

Delaware Department of Transportation

Return completed application
By April 17th, 2026,
via email to:
Kelly Valencik, AICP
Planning Supervisor
Kelly.Valencik@delaware.gov
Phone: 302-760-2254

Transportation Alternatives Program Application

as defined in 23 USC 101(a)(29) as it appeared prior to changes made by the FAST Act

Program Summary

The Transportation Alternatives Program (TAP) is a community-driven program that facilitates the development of non-traditional transportation projects with the goal of providing choices for non-motorized users that are safe, reliable, and convenient.

The Delaware Department of Transportation (DelDOT) offers this program to provide communities throughout the state opportunities enhance and bolster themselves by implementing their long-term visions and plans for safer, more accessible and equitable pedestrian and bicycle traffic through the creation of visual cues, bike lanes, wider walkways, cross walks, ADA accessibility, and more. All TAP projects require a sponsor to be responsible for 20% of the project costs. TAP projects are capped at 1.5 million dollars for total construction, meaning that the 20% matching funds for a project of this cost is $300,000 for construction (which includes management for construction). Most PE design efforts are also 20% match throughout. Unless approved in writing, project sponsors are required to provide overmatch funds exceeding one $1.5 million for construction. Additional program information and past project examples can be found at: https://deldot.gov/Programs/tap

Eligible Activities

The TAP program funds activities encompassing a variety of small-scale transportation projects such as:

- Pedestrian and bicycle facilities
- Shared-use pathways and overlooks
- Safe routes to school projects and/or infrastructure related elements for non-drivers such as measures for older adults and individuals with disabilities to access daily needs
- Conversion of abandoned rail corridors for nonmotorized uses

The TAP program funds also provide for related, accompanying community improvements such as:

- Vegetation management
- Environmental mitigation related to stormwater and habitat connectivity
- Sidewalk installation
- Inventory, control, or removal of outdoor advertising for enhancement of scenic/historic views
- Historic Preservation and rehabilitation of historic transportation facilities
- Creation of designated bicycle lanes
- Renovation of streetscapes
- Installation of lighting, signals, and crosswalks

All TAP projects must have a relationship to surface transportation, serve the public, and meet the criteria for one of the Qualifying TAP Categories listed in the federal legislation found at https://www.fhwa.dot.gov/environment/transportation_alternatives/

Project Sponsors

Eligible Project Sponsors may include (see full descriptions under the last Disclaimer bullet):

- Local governments
- Regional transportation authorities or a transit agency
- Natural resource or public land agencies
- School districts and local education agencies
- Other local and regional governmental entity with oversight of transportation or recreational trails
- Non-profit organizations
- A State Agency, at the request of an existing eligible entity at the discretion of the DelDOT

Project sponsors should first establish if the proposed project is eligible for TAP funding by determining its qualifying category and relationship to surface transportation. If you are not an eligible entity to apply, you must have an eligible project sponsor as the primary sponsor. As such, partnerships and joint ventures with intergovernmental coordination is encouraged. Currently in Delaware, TAP funding can be requested for up to 80% of a project's total estimated cost. Since TAP only provides paid costs up to these limits, a project sponsor should ensure all sources of **non-federal** transportation funding is available for a minimum of 20% of the project costs (both PE design and construction). Once this information has been considered, the project sponsor should prepare and submit a TAP application. Please list any other parties that may be involved. The Delaware Department of Transportation (DelDOT) supports and administers the TAP for all Delaware Projects. The project sponsor is likely to assume the maintenance and legal liability for the duration of the project's useful life.

TAP Application Process

Within the TAP Program at the federal level, approximately 1.6 million dollars per federal fiscal year has been suballocated or set aside to the Metropolitan Planning Organizations (MPO) in population areas greater than 200,000. As such, a portion of TAP selection and project fate rests in the authority of the Wilmington Metropolitan Planning Organization (WILMAPCO). As such, applications **inside** the jurisdiction of WILMAPCO will have funds set aside to them and projects applications within their jurisdiction must be received and reviewed for prioritization by them. Their approved list of projects is ultimately sent to DelDOT for project implementation. To apply for a TAP project within the WILMAPCO jurisdiction and to learn more about the jurisdictional boundary, visit: WILMAPCO.

All project applications **outside** of WILMAPCO jurisdiction should be submitted directly to DelDOT.

Project applications submitted to WILMAPCO can still be submitted to DelDOT for consideration and potential award. There is TAP set aside flexible funding and spending measures that do not carry geographic population area or location considerations.

TAP projects should be identified, listed, or apply to a community's overall Master Planning or Comprehensive Plan effort. These plans are typically adopted and recognized by municipalities, county departments, other agencies, or non-profits as part an organized and up-front programming effort. Not being part of one of these plans does not mean that a proposed project will fail to qualify for funding. However, those that are included in a planning document measure are more favorable and may be given first preference when funds and distribution of funds under the TAP Program are limited. Please reference, as needed.

Project Responsibilities and Disclaimers

- Typically TAP projects are administered by DelDOT's Active Transportation & Community Connections Section as a turnkey operation for the applicant and/or sponsor. TAP Sponsor-administered projects are discouraged. However, if a sponsor administered TAP project is undertaken, the sponsor must work with DelDOT to develop a separate, pre-arranged, or future agreement with the DelDOT's Active Transportation & Community Connections Section, Division of Planning. If the agreement cannot be developed within three months of acceptance of the application, the application and project may be considered withdrawn. The project sponsor under their expenses or extra expenses will follow all state and federal laws, including any ADA provisions and any DelDOT project review. Efforts often require the sponsor to design and construct to DelDOT standards. All National Environment Policy Act (NEPA) provisions will be required and approved in advance as well as any applicable permit(s) before federal or state reimbursement can apply or for the project to commence into any product purchases, advertisement, or construction.

- All project information completed below should be filled out and will be reviewed by the DelDOT Active Transportation & Community Connections Section, other appropriate DelDOT subject matter experts, and may be reviewed by the appropriate MPO. Submissions will be reviewed on a competitive basis and will consider prioritized scoring with the available program funding and geographic population areas. Applicants not accepted are encouraged to re-apply the next time and they may seek consultation with DelDOT on how to improve their future submission.

- Limits on a project submission or acceptance of a project may be minimized or rejected due to the larger scope and funding availability. Any phased project efforts will have to re-apply to the TAP Program and there is no automatic guarantee of project continuation. Each submission may be reviewed and ranked again versus any newly submitted. Each TAP project or phase is evaluated independently.

- TAP Projects are intended and dedicated for public use or access. If efforts are intended to serve private or individual needs only, the TAP application is most likely to be disqualified.

- TAP Projects are not likely to acquire private or other public properties. This includes efforts for additional right of ways, or a payment offering to achieve public access & easements needs. As community based driven projects, we anticipate these efforts to be willing donations to accomplish the project.

- Safe Routes to School Projects (SRTS) submitted on behalf of an eligible schooling entity may also be eligible for up to a zero percent sponsor or entity contribution during planning or design phases – please contact us in advance to confirm that the project will qualify for this.

- All projects are capped at 1.5 million dollars with a 20% sponsor match for Construction. If project exceeds $1.5 million then the sponsor will be expected to pay for the overage. This also applies during construction efforts if/when there is unknown price over runs or necessary change orders. All cost overruns will be reviewed to determine the level of sponsor participation.

- The sponsor shall be aware that enhancement upgrades far beyond the normal DelDOT standard specifications and/or other franchise agreements may require that additional costs to be added onto the sponsor match or they may be excluded from the TAP project. Such cases may include type or extent of lighting measures, fencing, and fixtures such as custom signal poles, retaining walls, railings, or signposts.

- Landscaping, hardscaping, gateway, or public art efforts alone are not a TAP qualification but may be

considered as secondary or complementary with the main project effort. Landscape screening efforts may be eligible in the case of mitigation from billboards, junkyards, or inadvertent intrusions.

- Construction of turnouts, overlooks, and viewing areas should be within close or direct access to public roads, parking areas, and not specifically within a facility alone.

- In the case of inventory, control, or removal of outdoor advertising, the intent is primarily focused on Scenic and Historic Byways or within a viewshed area that has been identified or is recognized by a visual resource inventory and viewed from the public right of way.

- Historic preservation and rehabilitation of historic transportation facilities are to be focused on exterior or interior access measures or improvements and not renovations for maintenance, operations, or replacement.

- Enhancement measures in the activities listed, which go beyond what is customarily provided as environmental mitigation, are considered as transportation enhancements. However, transportation enhancement activities might consist of activities not immediately connected to a nearby project being mitigated. States or the TAP Program may not use TE funds to finance normal environmental mitigation work eligible under the regular federal-aid highway program. Further outreach will be needed with DelDOT or FHWA upon TAP project approval with respect to the extent of project enhancement and mitigation details.

- Under 23 U.S.C. 133(h)(4)(A), as amended by the BIL, the entities eligible to receive TA Set Aside funds are:

  1. A local government. Local government entities include any unit of local government below a State government agency, except for an MPO representing an urbanized area with a population over 200,000. Examples include city, town, township, village, borough, parish, or county agencies.

  2. A regional transportation authority. Regional transportation authorities are considered the same as the Regional Transportation Planning Organizations defined in the statewide planning section (23 U.S.C. 135(m)).

  3. A transit agency. Transit agencies include any agency responsible for public transportation that is eligible for funds as determined by the Federal Transit Administration.

  4. A natural resource or public land agency. Natural resource or public land agencies include any Federal, Tribal, State, or local agency responsible for natural resources or public land administration. Examples include:

     - State or local park or forest agencies.
     - State or local fish and game or wildlife agencies.
     - Department of the Interior land management agencies.
     - U.S. Forest Service.

  5. A school district, local education agency, or school. School districts, local education agencies, or schools may include any public or nonprofit private school. Projects should benefit the general public and not only a private entity.

6. A Tribal government.

7. A metropolitan planning organization (MPO) that serves an urbanized area with a population of 200,000 or fewer. MPOs representing urbanized areas over 200,000 population are not eligible entities.

8. A nonprofit entity. The BIL removed the requirement that the nonprofit entity be responsible for the administration of local transportation safety programs.

9. Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails (other than a metropolitan planning organization that serves an urbanized area with a population of over 200,000 or a State agency) that the State determines to be eligible, consistent with the goals of 23 U.S.C. 133(h).

10. A State, at the request of an eligible entity listed above.

State DOTs are not eligible entities as defined under 23 U.S.C. 133(h)(4)(A) unless requested by another eligible entity. (23 U.S.C. 133(h)(4)(A)(x)). MPOs representing urbanized areas over 200,000 population are not eligible entities. (23 U.S.C. 133(h)(4)(A)(ix)). State DOTs and MPOs may partner with any eligible entity project sponsor to carry out a project. After projects have been selected, the State DOT (DelDOT) may manage projects.

Project Rankings

Project ranking or priority criteria is determined by DelDOT and with the available program funding it may have in the project's projected fiscal year(s).

Under a competitive TAP submission process, project ranking, and priorities will be based on certain criteria factors of:

- Transportation Equity and Serving Disadvantaged Communities (this may be ranked higher).
- Safety improvement (this may be ranked higher as a DelDOT priority). For example, the project is located along a road segment with a documented history of pedestrian or cycle crashes or concerns.
- ADA improvement needs (including parking considerations for an individual to gain access to non-motorized areas).
- History of requests for improvements from community members or residents (include that info).
- Supports or complements the State Strategies for Spending or Level of Investment Areas.
- Connection links or provides the continuation of bike lanes, shared use paths, or sidewalks.
- Close proximity and/or improved access to bus stops within or in near proximate limits of the project area, which may include connections for paratransit, transit users, school children, college, or seniors.
- Close proximity and/or improved access to Community Centers and/or Libraries.
- Close proximity and/or improved access to Schools. The project is located nearby or serves an elementary, middle, or high school, or college.
- Close proximity and/or improved access to Parks or Greenways.

- The project is an enhancement effort for the area rather than a replacement or maintenance effort.
- Connections or ranking for improvement under Level of Bike Stress or pedestrian accessibility (to be determined by DelDOT's modeling).
- Level of purposeful reduction in air pollution, wildlife mortality, or existing water runoff treatment.
- Level of improvement for terrestrial or aquatic habitat connectivity.

Other priority considerations may be: a particular stage of project development; next phase of a previous TAP project; relation to the Safe Routes to Schools Program; relation to the Delaware Byways Program; population category area(s); available funding or overmatch needs; documented community acceptance by adjacent property owners; complexity of maintenance; constructability ease/difficulty; tourism or ecotourism effort toward preservation, promotion, or economic benefit serving the greater good; and, any relationship to an existing Capital Project or safety improvement (DelDOT or others) that may have been omitted or intends to be included.

TRANSPORTATION ALTERNATIVES PROGRAM

Delaware Department of Transportation

Return completed application
By April 17th, 2026,
via email to:
Kelly Valencik, AICP
Planning Supervisor
Kelly.Valencik@delaware.gov
Phone: 302-760-2254

Transportation Alternatives Program Application Form

Applicant Information

Project Sponsor:	
Co-Sponsor Name (if applicable):	
Contact Person and Title:	
Address:	
City, State, and Zip:	
Telephone:	
Email Address(s):	

Project Information

Project Title:	
Project Location: **(Include Streets, City/Town, and County)**	

Brief Project Description and how it qualifies based on activities checked below. Note the primary activity in the description. **A location map with aerial view must be attached; include photos, as needed.**	

Qualifying Activities

Check the Transportation Alternative activity that the proposed project will address. All projects must have a relationship to surface transportation and/or must be dedicated to public use or access. The project must fit into at least one of the activities listed below. Indicate which eligible activities the project will achieve. Check all that apply. Note: Checking more activities may not ensure or increase eligibility. Projects or Activities were described in 23 U.S.C. 101(a)(29) or 23 U.S.C. 213 as an effort prior to the enactment of the FAST Act.

☐ Construction of 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 (42 U.S.C. 12101 et seq.).

☐ Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.

☐ Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users

☐ Construction of turnouts, overlooks, and viewing areas

Community improvement activities, which include but are not limited to:

- ☐ Inventory, control, or removal of outdoor advertising
- ☐ Historic preservation and rehabilitation of historic transportation facilities
- ☐ Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control
- ☐ Archaeological activities relating to impacts from implementation of a transportation project eligible under title 23
- ☐ Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
  - ☐ address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
  - ☐ reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
- ☐ Planning, designing, or constructing boulevards and other roadways largely in the right of-way of former Interstate System routes or other divided highways. See Boulevards from Divided Highways for examples.
- ☐ The safe routes to school program (SRTS) under section 1404 of the SAFETEA-LU (23 U.S.C. 402 note; Public Law 109-59) [now codified as 23 U.S.C. 208 and including]:
  - ☐ Infrastructure-related projects eligible under section 1404(f)(1) [now eligible under 23 U.S.C. 208(g)(1)].
  - ☐ Noninfrastructure-related activities eligible under section 1404(f)(2) [(now eligible under 23 U.S.C. 208(g)(2)].
  - ☐ SRTS coordinators eligible under section 1404(f)(3) [now eligible under 23 U.S.C. 208(g)(3)].

1. Has this proposed project been identified, listed, or does it correlate with an overall Master Planning, federal Planning and Environmental Linkages (PEL), or Comprehensive Plan? These efforts are typically adopted and recognized and promoted by municipalities, county departments, other agencies, or non-profits as part an organized and up-front programming effort. Checking "No" does not mean that project will fail to qualify, however those with a "Yes" are more favorable or may be given first preference.
   Yes ☐ No ☐

   List any Plan references and indicate the corresponding pages and/or passages that which the proposed project applies to the above qualifier.

Additional Qualifier Activities **(please fill out if applicable, otherwise leave blank)**

2. If this project application is considered to be under or as part of a Safe Routes to School Program (SRTS), please briefly specify and describe this relationship. Please also indicate the level of student enrollment and any known data such as number of students that may walk or ride their bike on a regular basis to school versus that of school bus use and/or parental drop-off. Include any descriptive data on why you may be seeking a Safe Routes to School project. You may also list other functions on why/how others may walk to/from school grounds during other functions. Please list a contact at the school as a co-sponsor in the applicant information above.

3. If this project application is considered to be under or as part of the Delaware Byways Program, please briefly specify and describe this relationship. Please also indicate the how the application intent (the project) fits into efforts of the byway's Corridor Management Plan that may have identified the need or purpose. Include any descriptive data on what you may be seeking.

4. Is this project part of a sustainability or resiliency plan or effort?
   Yes ☐ No ☐

   Please explain how the application intent (the project) fits into these efforts. *(List any Plan references and indicate the corresponding pages that which the proposed project applies to the above qualifier)*

5. Is this project part of a Plan or an effort to benefit or to serve healthy lifestyles or safe communities?
   Yes ☐ No ☐

   Please explain how the application intent (the project) fits into these efforts. *(List any Plan references and indicate the corresponding pages that which the proposed project applies to the above qualifier)*

Project Implementation Information

6. Project phases included in funding request (check all appropriate boxes):

   ☐ Planning Activities *(Examples: concept planning, feasibility assessment, master planning, public meetings, etc.)*

   ☐ Preliminary Engineering/Final Design Plans

   ☐ Construction

7. Describe any project work phases, efforts, or outreach that are currently underway or have been completed.

8. Please explain the relationship to surface transportation in the project proposal. This may be, but not limited to 1) the project's proximity to a highway or a pedestrian/bicycle corridor, 2) whether the project enhances the aesthetic, cultural, or historic aspects of the travel experience, and 3) whether it serves a current or past transportation purpose. Please note, DelDOT may not impose guidelines or review measures on project eligibility that are more restrictive than any current or past FHWA guidance.

9. What other qualifiers you may wish to describe/list that are beneficial to the community such as transportation and pedestrian safety, the natural environment, serving & improvement to disadvantage communities and environmental justice neighborhoods, accommodating commuting or transit needs, economic development or job improvements, recreation, tourism, or investment in healthy communities and improvement of lifestyles. Please include any letters of support, if needed.

10. Have any public information or community meetings been held? Yes ☐ No ☐
    If yes, describe and/or supply meeting minutes:

11. Are adjacent property owners aware and in support of this project? Yes ☐ No ☐
    (Describe evidence and support below and/or attach documentation for question #11)

12. Are adjacent property owners and those that may be involved willing to donate Real Estate for Right of Way needs (e.g. Permanent Easement and/or additional private property for right of way)? Please note under TAP, this potential conversion in use of real property should be best known upfront and the property owners and/or sponsors should be advised that it may occur. Right of way needs, displacement acquisitions, or objections by property owners may limit and/or disqualify this application or the project in later stages. TAP efforts are community driven projects. Utility relocations, considerable drainage adjustments, steep slopes, avoidance for wetland impacts, or adjustment to other fixtures for example could have bearing on right of way or easement needs.
    Yes ☐ No ☐ Uncertain ☐
    (Describe below or attach info, as needed for question #12)

13. Who will take over the proposed ownership and maintenance responsibilities for this project when complete? Maintenance includes but is not limited to mowing, sweeping, trash removal, snow removal, lighting ownership, landscaping care, and eventual rehabilitation etc. Typically, DelDOT is not responsible for general maintenance.
    (Describe below or attach info, as needed, for question #13)

14. In the box below, does the project have an estimated cost and any suggestions regarding the phasing or sequencing the project? Attach estimates or describe, as applicable.

15. Does the sponsor have the 20% non-federal matching funds for TAP phases checked for the funding request (both apply during PE design and Construction)? Please note that TAP projects exceeding 1.5 million dollars in Construction effort for remaining fund needs will then be full sponsor responsibility. So, 20% matching funds for a 1.5 M construction project of this cost is $300,000 plus whatever exceeds. In most cases, the project sponsors are then <u>required</u> to provide overmatch.

    Yes ☐ No ☐ Uncertain ☐

    If no or uncertain, explain your source of funding, any funding obligation, and any limitations to those funds:

16. If the applicant intends to request the State as the sponsor of project, please answer the following questions: Why is this being undertaken? What measures have been undertaken before requesting the State to become sponsor? What are the anticipated financial responsibilities of each party involved in the project?
    (If this question does not apply, please skip)

17. Sizable adverse environmental effects and impacts may disqualify an application from this program as being too complex and/or financially outside the TAP program. Are there any environmental issues (wetlands, cultural resources, hazardous materials, endangered species) that are known to be impacted or involved by the project that must be considered when undertaking this project? If yes or uncertain, please explain:

Yes ☐ No ☐ Uncertain ☐

18. Are there any utility (above or below ground) fixtures that are known to be impacted or involved by the project? List if known:

Yes ☐ No ☐ Uncertain ☐

19. Has the sponsor participated in TAP or Transportation Enhancement with DelDOT previously?

Yes ☐ No ☐ Uncertain ☐

If yes, describe at least one past or active project; suggest any improvement efforts (if applicable) that could be different this time.

CERTIFICATION OF PROJECT SPONSOR

I hereby certify that the proposed project herein described is supported by and that said entity shall:

1. Be aware that other enhancement upgrades beyond the normal DelDOT standard specifications and/or other franchise agreements may require that additional costs to be added onto the sponsor match or simply excluded from the TAP project. Such cases may include type or extent of lighting measures, fencing, and fixtures such as custom signal poles, retaining walls, railings, or signposts. Landscaping, hardscaping, gateway, or public art efforts alone are not a TAP qualification but may be considered as secondary or complementary with the main project effort. Construction of turnouts, overlooks, and viewing areas should be within close or direct access to public roads and not specifically within a facility alone. In the case of inventory, control, or removal of outdoor advertising, the intent is primarily focused on Scenic and Historic Byways or within a viewshed area that has been identified or is recognized by a visual resource inventory and viewed from the public right of way. Historic preservation and rehabilitation of historic transportation facilities are to be focused on exterior or interior access measures or improvements and not renovations for maintenance, operations, or replacement. Mitigation should not include measures to address anticipated capital or local projects or to help achieve permit requirements normally required under NEPA, or with use of funds to finance normal environmental mitigation work eligible under the regular federal-aid highway program. Further public outreach will be needed with DelDOT or FHWA upon TAP project approval with respect to the extent of project enhancement or mitigation details.

2. Provide any required 20% funding match (upon TAP Project approval) in a timely fashion (within 90 days of request for match).

3. Enter into agreements, including maintenance with the Delaware Department of Transportation, as necessary.

4. Avoid delays in providing funding match, signature execution of agreements, or payment of invoices. Circumstances may apply, but those extending 3 months or longer may be subject to termination in consideration of existing or future work for other TAP applications and with possible reimbursement for expenditure of any federal funding.

5. Comply with the Federal Uniform Relocation Assistance and Acquisition Policies Act (The Uniform Act) for any right-of-way actions that could be required for the project.

6. Comply with NEPA process prior to construction which may require involvement with the State Historic Preservation Officer (SHPO), public involvement and coordination with other State and/or Federal agencies, prior to design or construction.

7. Help obtain necessary permits and follow other mitigation that may be necessary.

8. Support other actions and outreach necessary to fully implement the proposed project or effort.

9. Review plans or circulate internally with other appropriate personnel that may hold interest.

10. Allow the project to be dedicated and intended for public use or access.

I further certify that will follow through on the project once programmed in Delaware Department of Transportation (DelDOT) Transportation Alternatives Program schedule.

Signature

Print Name

Title