

2015 - 2016 Montana Transportation Alternatives (TA) Program Criteria/Methodology for Scoring Applications

The Transportation Alternatives Project Selection Committee (Committee) is responsible for evaluating and selecting projects for the TA Program. At this time, the Committee includes the following members (subject to change based on staff availability):

1. MDT Engineering – TA Program Manager
2. MDT Engineering – Consultant Design Engineer
3. MDT Planning – Policy, Program, & Performance Analysis Chief
4. MDT Maintenance – Maintenance Division Operations Manager
5. MDT Engineering – Traffic and Safety Engineer
6. MDT Civil Rights – Civil Rights Bureau ADA Specialist
7. Federal Highways Administration – Operations Engineer

The Committee will score all TA Applications through a series of meetings using the scoring sheet contained herein. In addition to the scoring sheet, the following methodology and philosophy will be used by the Committee for the scoring and selection of TA projects:

1. At the outset of the scoring process, all applications will be screened for eligibility. Projects that do not meet requirements of the TA Program will be identified and marked as ineligible. The reason(s) that the project was deemed ineligible will be identified (i.e. did not fit an eligible category, did not meet funding restriction, submitted by ineligible sponsor, etc.).
2. Individual members will score each application independently, prior to the selection committee meetings. The category descriptions in the “TA Application” will also be used to guide the Committee members in what to look for when scoring applications.
3. The Committee will convene for scoring meetings and discuss each application. Individual member scores will be discussed. Each member can adjust their score, based on discussion with the Committee.
4. For each application, all final individual member scores will be added together to arrive at the final total score for the project.
5. All projects will then be entered into a master list.
6. The Committee will then select projects based on final total score as well as the requirements and goals for distributing funds by population, geographic region, and urban/rural balance. It is the goal of the Committee to select top-scoring projects while striving for a balanced distribution. Some projects that score slightly less than others may be selected in order to achieve this balance, and will be based on the judgment of the Committee.
 - a. Local entities with a population equal to or less than 5,000 will receive 25% of the available funding for projects. Those with a population greater than 5,000 will receive 25% of the available funding for projects. The remaining 50% of available funding will be distributed to “other areas”, regardless of local entity population. “Other areas” includes Sponsors that do not have a clearly defined population (i.e. Department of Natural Resources, transit agencies, etc.). 2010 U.S. Census data will be utilized for population determination.
 - b. The Committee will strive to ensure reasonable geographic distribution of projects and a balance between urban and rural areas.
7. The Committee will collaboratively develop the final list of selected projects.
8. The final list of selected projects will be finalized and accepted by official Committee action. A vote by the Committee members will be taken, with a simple majority needed for final acceptance of the selected projects list.

