

ARIZONA DEPARTMENT OF TRANSPORTATION

Request for Grant Applications and Agreement (“RFGAA”)

NOTE: Capitalized words in this document signify terms which have been defined for the purposes of the AZ SMART Program. See [Definitions](#) section.

Solicitation Title: Arizona State Match Advantage for Rural Transportation (“AZ SMART”) Fund

Solicitation Release Date: November 1, 2024

Preapplication Conference Virtual Meeting Date:

Thursday, November 14, 2024 - 10:00 AM to 12:00 PM Arizona Time

To join virtual meeting: meet.google.com/hjw-ztvf-tbp

To join by phone: (US) +1 318-652-8578 PIN: 423 479 347#

RFGAA Questions Due Date: Questions are continuously accepted by emailing them to azsmart@azdot.gov. Questions and Answers will be posted and updated periodically on the [AZ SMART website](#) on the Questions and Answers webpage. Applicants are responsible for reviewing this information before applying and the Authorized Representative is required to certify in the application that he/she has read and understood the RFGAA and the Questions and Answers webpage.

RFGAA Due Date and Time: After an initial 6 week application period, this solicitation will be continuously open and applications will be continuously accepted.

Anticipated Award Date: An application will be scored when all required information and documentation has been updated, completed and received by the Arizona Department of Transportation (“ADOT”) and deemed Ready to Proceed. After scoring, an application will be forwarded to the Priority Planning Advisory Committee (“PPAC”) for a recommendation. If PPAC makes a recommendation, the application will be forwarded to the State Transportation Board (“Board”) for consideration. The Chairperson of the Board has up to 45 days to place an application on the Board’s agenda. The Board may approve, deny, modify or request additional information about an application. Applications will be awarded by the Board at a monthly meeting; see <https://aztransportationboard.gov/> for dates and times.

Total Available Funding: See [AZ SMART website](#) for the Current Funding and awarded applications.

Solicitation Point of Contact: AZ SMART Program Manager, azsmart@azdot.gov

This RFGAA is a Contract: Applicants are advised to review the entire RFGAA before applying. The executed version of this RFGAA constitutes the agreement required between ADOT and the Applicant and incorporates the Application, all data, information, documents and approvals submitted by the Applicant.

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I. INTRODUCTION

A. Solicitation Purpose

The Arizona Department of Transportation (“ADOT”) and the State Transportation Board (“Board”) announce the availability of the Request for Grant Applications and Agreement (“RFGAA”) for the State Match Advantage for Rural Transportation (“AZ SMART”) Program. Projects eligible for AZ SMART are surface transportation projects which have been awarded, or will be submitted for, a Federal Grant. Surface transportation projects include road, bridge, transit, rail, related facilities such as bicycle and pedestrian paths, and surface transportation elements of multimodal projects that are eligible for the Federal Grant identified in the AZ SMART application.

Infrastructure Projects must be on public land or a facility which is, or will be, owned by a municipality, county, tribal government, special district or other federal, state or local governmental entity which has, or will have, responsibility for the Project’s operation and maintenance. The Project must be continuously available for public use. Non-infrastructure projects must be related to a publicly owned asset or public purpose.

This RFGAA combines multiple program documents into a single solicitation, including Program Guidelines, Application and Application Instructions, contractual provisions, statutes, Board Policy, and various forms and resources. **The executed version of the RFGAA constitutes the required agreement between ADOT and the Applicant by which an AZ SMART award will be governed.**

The RFGAA requires all data, information, documents and Applicant approvals to be provided with the Application. This structure will enable the Project to begin as soon as possible after Board award.

B. Available Funding

ADOT posts the available funding for each category on the [AZ SMART webpage](#) monthly or within 30 days of:

1. Receipt of interest earnings.
2. Board approval of new or rescinded applications.
3. Redistribution of AZ SMART funds by the Board pursuant to ARS §28-399.N.
4. Closure by the Board of applications for any Funding Category pursuant to ARS §28-399.O.

C. Multiple Awards

The Board intends to make multiple awards as each Application is ready for consideration, depending on the funding available in each Funding Category.

D. Application Submission and Anticipated Award Dates

Pursuant to ARS §41-2701 et seq, after an initial 6 week application period following the posting of this RFGAA, applications will be continuously accepted and processed. Monthly Priority Planning Advisory Committee (“PPAC”) and Board meeting dates are shown in Figure 1 below. Figure 1 also shows the deadline by which Applicants awarded funds for Design and Other Engineering Services (“DOES”) must submit a Federal Grant application.

See [Application, Review, Recommendation and Board Action Process](#) for further information on processing time.

Figure 1

AZ SMART Application Submission and Anticipated Award Dates			
<i>AZ SMART Application Submission Deadline</i>	<i>Anticipated PPAC Consideration</i>	<i>Anticipated Board Action</i>	<i>Federal Grant Submission Deadline for DOES Awardees*</i>
Applications are continuously accepted after an initial 6 week application period following the posting of a new/revised RFGAA	1 st Wednesday of each Month – see PPAC website to confirm dates and times	3 rd Friday of each Month – see Board website to confirm dates and times	On or before 2 years from the Date of Award

*DOES means Design and Other Engineering Services

E. No Guarantee of Timely Award.

Due to statutory timeframe requirements and allowances, neither the Board nor ADOT guarantees that PPAC will make a recommendation or the Board will consider or approve AZ SMART Fund applications prior to a federal grant deadline. An Applicant that proceeds to apply for a Federal Grant before the Board awards its application does so with full knowledge and understanding that it may not receive an award, or may be awarded less than requested, from the AZ SMART Fund.

F. Questions about the RFGAA.

Questions regarding the RFGAA are continuously accepted by email to azsmart@azdot.gov. Answers to these questions, clarifications related to this RFGAA and other updates will be posted and updated periodically on the Questions and Answers page on the [AZ SMART website](#). An Applicant is responsible for reviewing this information before applying. The Authorized Representative is required to certify he/she has read and understood the RFGAA and the Questions and Answers webpage on the [AZ SMART website](#).

G. Applicable Statutes, Policies and Documents.

The following statutes, policies, information and documents apply to this RFGAA. This list is subject to change and does not purport to include all such items discussed in the RFGAA.

1. [AZ SMART website](#), including the Questions and Answers webpage
2. [ARS §28-339, State Match Advantage for Rural Transportation](#)
3. [Arizona Constitution, Article 9, Section 7](#)
4. [ARS §41-2701 through 41-2706, Solicitation and Award of Grants](#)
5. [Board Policy #45, AZ SMART Fund](#)
6. US Department of Transportation (“USDOT”) [Discretionary Grants Dashboard](#)
7. [AZ SMART Eligibility by Population](#) – contains data applicable to AZ SMART from most recent decennial census certified by the United States Census Bureau
8. [AZ SMART Federal Discretionary Grant Program statutes](#) – this webpage does not purport to include all federal discretionary grants which may be eligible for the AZ SMART Fund. Applicants are responsible for conducting their own federal discretionary grant research.

9. FHWA [Purpose, Need and Alternatives](#)
10. [Federal Standards](#) – review the contract provisions required to be included in solicitations for consultants and contractors to ensure DOES and Match expenditures are eligible for reimbursement
11. [Strategic Highway Safety Plan](#) (“SHSP”)
12. [ADOT Cost Estimate Tool](#)
13. [ADOT Project Scoping Document Guidelines](#)
14. [ADOT Sample Scoping Document](#)
15. ADOT [Estimated Engineering Construction Cost \(“E2C2”\) database](#)
16. [ADOT Local Public Agency office webpage](#) – contains a link to the ADOT Cost Estimate Tool Excel file required to be used for Project Budget cost estimates.
17. [ADOT Grant Coordination Support Request Form](#)
18. [Arizona Councils of Governments](#) (“COG”)
19. [Arizona Metropolitan Planning Organizations](#) (“MPO”)