

California Department of Transportation

DIVISION OF TRANSPORTATION PLANNING
 P.O. BOX 942873, MS-32 SACRAMENTO, CA 94273-0001
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06/22/21

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, we are pleased to congratulate you on your Fiscal Year 2021-22 Sustainable Transportation Planning Grant award.

Fiscal Year 2021-22 Sustainable Transportation Planning Grant Program					
Grant Category	Sustainable Communities - State Highway Account				
Project Title	North Fair Oaks Bicycle and Pedestrian Railroad Crossing and Community Connections				
Grantee/Agency	County of San Mateo				
Executive Director	Carolyn Bloede				
Grantee/Agency Contact	Joel Slavit				
Sub-Recipient(s)	No Sub-Recipient				
Caltrans District Contact(s)	Becky Frank/Stephen Conteh				
Caltrans District Contact(s) E-mail	Becky.Frank@dot.ca.gov/Stephen.Conteh@dot.ca.gov				
Grant Award	Local Match (Cash)	Local Match (In-Kind)	Total Local Match	% Local Match	Total Project Cost
\$356,163	\$115,000	\$0	\$115,000	24.41%	\$471,163
Conditions of Award Due to Caltrans		Grant Expiration Date		Final Invoice Due	
07/30/21		02/29/24		04/29/24	
* The final contractually agreed upon Local Match and Fund Source are located on the Grant Application Cover Sheet and Project Cost and Schedule. Any change in Local Match that increases/decreases the Total Project Cost must be approved by Caltrans and may require a Formal Amendment. Each invoice must include the contractual/agreed upon local match % - any deviation to this amount requires an approved Tapered Local Match Amendment prior to invoice submittal. Any change to the Local Match Fund Source requires prior Caltrans approval and an Administrative Amendment.					

Next Steps

1. The Caltrans District Grant Manager will schedule a Conditional Award Teleconference, with your agency soon.
 - A list of conditions and project revisions necessary to accept grant funding will be provided at this meeting as well as a follow-up email outlining the discussion.
2. The required conditions must be submitted to the Caltrans District Grant Manager no later than the date listed in the table above.
 - Failure to satisfy these conditions will result in the forfeiture of grant funds.
3. The Caltrans District Grant Manager will review and approve all items required to fulfill the Conditions of Grant Acceptance outlined in the teleconference and follow-up email.
4. Once the required conditions are met and agreements in place, the Caltrans District Grant Manager will:
 - Send a Notice to Proceed letter (for MPO/RTPAs, this will happen after the OWP/OWPA formal amendment is processed). **Grant work cannot begin until the Notice to Proceed letter is received by your agency.**
 - Coordinate and schedule a grant kick-off meeting with your agency.

If you have questions concerning your Conditional Grant Award, please reach out to your Caltrans District contact listed in the table above.

Sincerely,



ERIN THOMPSON
Chief, Office of Regional and Community Planning