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## Resolution of Local Support Reminder

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### Distributed to Programming Delivery Working Group, CMA Programming Staff, Transit Finance Working Group, Single Points of Contact

Dear Congestion Management Agencies, Transit Operators and Other Project Sponsors,

Recently MTC has received a number of questions about the resolution of local support, which is a requirement for receiving funds from several MTC regional discretionary programs. This provides a timely opportunity to review the use of the resolution with potential grantees:

- A project sponsor receiving Surface Transportation Program (STP), Congestion Mitigation Air Quality Improvement Program (CMAQ), Active Transportation Program (ATP) Regional Improvement Program (RIP) or other regional discretionary funds must adopt a resolution of local support prior to grant funds being added to the Transportation Improvement Program (TIP). The template to be used is found on the MTC website:  
[http://mtc.ca.gov/funding/onebayarea/Resolution\\_Local\\_Support.docx](http://mtc.ca.gov/funding/onebayarea/Resolution_Local_Support.docx)
- Sponsors should always use the template posted on the website to ensure they have the latest version.
- The sponsor may not make changes to the template with the exception of format changes or additional language to suit the jurisdiction's resolution conventions. These changes may not modify or condition / limit the MTC resolution language. If your legal counsel feels strongly about making language changes given specific circumstances surrounding a project, he/she needs to discuss these with the MTC General Counsel.
- The three bulleted statements on page 2 that apply to transit, highway, and RTIP projects may be deleted, if they do not apply.
- After a project sponsor has adopted a resolution of local support for a project, it does not need to go back to the board if the project subsequently receives additional grants from the above fund sources, unless the project scope has changed significantly. If there are scope changes the sponsor should consult with MTC programming staff.
- The resolution of local support must be transmitted to MTC when a project / grant funds are added to the TIP. The sponsor will attach a PDF of the adopted resolution to the Fund Management System (FMS) application when the

sponsor requests a TIP amendment. A schedule containing upcoming due dates for TIP revisions can be found at [http://www.mtc.ca.gov/funding/tip/2015/2015\\_TIP\\_Revision\\_Schedule.pdf](http://www.mtc.ca.gov/funding/tip/2015/2015_TIP_Revision_Schedule.pdf)

If you have further questions regarding the resolution please contact the following MTC staff:

Craig Goldblatt (STP/CMAQ funds) at [cgoldblatt@mtc.ca.gov](mailto:cgoldblatt@mtc.ca.gov) or 510-817-5837

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Thanks for following the above guidance.

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