



# REGIONAL SOLICITATION FREQUENTLY ASKED QUESTIONS

June 2026

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## General Topics

### 1. Where can I learn more about the new grants management software, Fluxx?

The Council has prepared a variety of resources to help applicants navigate the new Fluxx grants management software. Check the [Regional Solicitation website](#) for links to the Fluxx User Guide, video tutorials, and FAQ.

Additionally, the Council is offering training sessions. These were recorded and are listed on the Regional Solicitation Website's [Training Opportunities page](#). Office hours will be provided throughout the application period.

For other Fluxx questions, reach out to [RegionalSolicitationSupport@metc.state.mn.us](mailto:RegionalSolicitationSupport@metc.state.mn.us).

*This email is monitored by a team of Met Council staff Monday through Friday from 7AM to 5PM. It will be the fastest way to get a response to your question.*

### 2. Can an agency submit two applications along the same corridor in different funding categories?

Yes, but the applications must be for different projects (i.e., have different project descriptions and scopes). The two projects would be independent of each other and would not factor into each application's scores.

Applicants may submit the same project for funding in both Regional Solicitation and the Highway Safety Improvement Program (HSIP) program but can only receive funding in one category. Applicants may **not** submit the same project for multiple categories within the Regional Solicitation/Active Transportation Solicitation. Instead, applicants should select the application category that best aligns with the primary objectives of the project. Each project submitted should be unique and not have overlapping project elements with another project submitted by the same agency. Projects can only be awarded funds from one of the three programs (i.e., HSIP, Regional Solicitation, and Active Transportation) for the same or overlapping project elements.

### 3. Are letters from MnDOT required for projects on MnDOT right-of-way?

Yes. If a project is located within MnDOT right-of-way, it cannot be considered without a letter from MnDOT acknowledging the project. Similarly, letters from other agencies are needed for location within any right-of-way not operated by the applicant.

**To request a letter from MnDOT, please use this link:**

[https://mndotforms.formstack.com/forms/metro\\_letterofsupport\\_request](https://mndotforms.formstack.com/forms/metro_letterofsupport_request).

This link will direct you to a form to fill out and request a letter of support from Metro District. *Please provide a minimum of two weeks for Metro District to process and return letters, **no later than June 4, 2026**.* Shorter turnarounds on requests cannot be guaranteed. Below is a list of information you should provide in the form.

Description of the project.

- The grant you are applying for.
- The funding year you are requesting it.
- Existing funding on the project.
- Cost Estimate or Total Project Cost.
- Benefits of the project.
- How the project impacts the Trunk Highway.

You may also find the Formstack link on Metro District's Planning, Program Management and Transit [website](#) under "Letters of Support".

For letters from other agencies, contact those agencies as soon as possible to obtain a letter.

#### **4. What key destinations should be included and how should an applicant create the map?**

For the 2026 Solicitation, applicants are responsible for creating their own map of key destinations, if applicable for their application. There is no standard format or template, and this is not intended to create a heavy burden on the applicant. A standard street map or aerial of the project area with destinations marked in a simple graphics program is sufficient.

Key destinations are intended to include those categories listed in the application, including banks, post offices, high-frequency transit stations, childcare centers, grocery stores, medical centers, office parks, pharmacies, places of worship, public libraries, public parks, schools, universities, or colleges. This list is not intended to be limiting as many destinations are important to different communities. Other destinations may be included with an explanation as to their importance to the local community.

#### **5. Can planned future developments be considered for scoring measures related to connections to key destinations?**

Planned future land use will not be considered unless construction or building permits have been issued.

#### **6. Where can applicants find which federal requirements apply (e.g., Buy America, National Environmental Policy Act, and Categorical Exclusion)?**

Projects that make use of federal funding through the Regional Solicitation must comply with all applicable federal requirements. Buy America is always required. Categorical Exclusions, which is part of National Environmental Policy Act (NEPA) is usually required for typical projects. Check the Regional Solicitation [website](#) (Application Resources bar on the right) for resources on federal requirements. [Colleen Brown](#) at MnDOT Metro District State Aid is a resource for federal requirements.

Active transportation projects funded through the regional sales tax funding do not need to comply with federal requirements but will be expected to comply with all applicable state and regional requirements.

#### **7. How current do the required Americans with Disabilities Act (ADA) transition plans need to be?**

ADA transition plans should be updated periodically. These plans should be considered living documents and updated to reflect changes in conditions, address any new areas of non-compliance, and monitor progress. The purpose of the plans is to guide the removal of barriers for people with disabilities to have equitable access to transportation and public services. The Great Lakes ADA Center [provides a casebook](#) of success stories of these plans.

#### **8. What information must a project location map include?**

Applicants must include a project location map that includes project termini, roadways, and all bicycle, pedestrian, and transit components. An example is attached at the end of this document.

#### **9. To whom should the letters of support be addressed?**

Address letters of support to the Transportation Advisory Board coordinator, Elaine Koutsoukos. Contact information for Elaine can be found on the [Transportation Advisory Board's committee page](#). Please return letters of support to the applicant so they can be attached within Fluxx.

#### **10. How do I submit my project budget information.**

The [Total Project Cost Worksheet Instructions](#) provide step-by-step instructions for each application category. Every project should upload the Total Project Cost Worksheet to the Documents section of your Fluxx application.

For Council managed grants, including Travel Demand Management and Active Transportation Solicitation projects (AT-Planning, AT-Local Bike Facilities, AT-Local Pedestrian Facilities), applicants will need to provide line item details for their budgets. This is how your grant is managed. Changes to these line items greater than 20% will require an amendment.

For all other application categories that are managed by MnDOT State Aid, only summary level information is required.

### **11. Why don't my essays fit into Fluxx? I'm within the word limits.**

Fluxx's database only allows setting character counts. We have increased the character counts for all essay responses to ensure applicants following the word count limits in the application materials can submit their responses in Fluxx. One tip – once you've copied your text, right click in the Fluxx text box and select "Paste with Plain Text". Word processors off add invisible characters.

## **Bicycle and Pedestrian Projects**

### **12. What funding sources are available for bicycle and pedestrian projects and how do they differ?**

Funding is available for bicycle and pedestrian projects through two main sources: federal funding and the regional sales and use tax, approved by the state legislature in 2023.

Projects funded in the Regional Bike Facilities category will be awarded federal funding.

- These projects must comply with all applicable state and federal requirements, including a 20% non-federal match.
- Projects can anticipate funding in program years 2030 or 2031.
- This funding source is primarily intended to help build out the regional bike network via the RBTN, Regional Trails and associated connections.

Projects funded in the Local Bike Facilities, Local Pedestrian Facilities, and Active Transportation Planning categories will be awarded regional active transportation sales tax funding.

- These projects must only comply with applicable state and regional requirements and there is no local match required.
- Projects can anticipate funding in program years 2027, 2028, or 2029.
- This funding source is intended to allow local communities to implement projects from their local plans that help provide critical connections in the local community. Projects on the regional trail system or the RBTN system may apply in the Local Bike Facilities category instead of the Regional Bike Facilities category; however, they will not receive priority in the scoring.
- Projects funded by the regional active transportation sales tax funding will be able to fund design and engineering activities as well as construction.

### **13. How much funding of each type is available?**

For the 2026 Solicitation:

- Approximately \$35 million in federal funding is anticipated to be available for the Regional Bike Facilities category, pending the Transportation Advisory Board's (TAB) discretion.
- Approximately \$50 million in regional active transportation sales tax funding is anticipated to be available for the Local Bike Facilities, Local Pedestrian Facilities, and Active Transportation Planning categories, pending TAB discretion. Approximately \$2 million of the \$50 million is designated for Active Transportation Planning applications.

#### **14. How will the regional active transportation sales tax and federal funding be awarded in the future?**

In 2026, a combined solicitation will award both federal and regional active transportation sales tax funding on the same timeframe, though the applications are separate. For this cycle, applicants must select whether to apply for federal or regional funding.

#### **15. How will a project be considered eligible for the Regional Bike Facilities category?**

Regional Bike Facilities projects must build out the Regional Bicycle Transportation Network (RBTN), address barriers identified in the Regional Bicycle Barrier Study (RBBS), or construct regional trails identified in a Council-approved regional trail plan. For projects that implement or improve RBTN facilities, the project must include 50% of its total length on an RBTN alignment or within an RBTN corridor to be eligible in this category.

For information on these designations, refer to the official [online interactive RBTN map](#). For the project to receive the available points associated with these facility types, the project must accomplish one of the following:

- Improve an existing facility beyond simple resurfacing. To be eligible for funding, reconstruction projects must be replacing a facility at the end of its useful life or include improvements to the facility such as expansion, ADA compliance, safety improvements, or removing other deficiencies.
- Implement a currently non-existing segment of an RBTN alignment or filling an existing gap.

For a project to be awarded the total points for a Tier 1 or Tier 2 RBTN corridor, the project must implement an on-street or off-street facility that lies within the designated corridor and follows along the directional orientation of the larger east-west or north-south running RBTN corridor. If the orientation of a bicycle facility project only runs across and along a line not consistent with that of the corridor alignment, it may only receive points for providing a direct connection to the RBTN.

Proposed projects that are comprised of segments that are both on- and off- an RBTN corridor (or alignment) will be scored based on the matrix provided in the application document.

#### **16. How can I use the SPACE tool if I have a project proposal with multiple segments that do not connect to each other?**

The SPACE score is a length weighted average of hexagon scores. For each segment, multiply the SPACE score by their respective segment lengths. Sum the products. Divide that number by the sum of all segment lengths. This is what should be submitted into Fluxx.

*Units do not matter so long as they are the same unit across segments.*

### **Transit Projects**

#### **17. Is it possible to advance construct (AC) transit projects through the Federal Transit Administration (FTA) or is that process only available for Federal Highway Administration (FHWA) projects?**

No. Advance construction is an FHWA process that does not exist for FTA projects.

#### **18. How should I calculate the population within the service area?**

A project's service area is defined as within one-half mile of stops. For microtransit, the full service area may be included but not connecting zones. For existing routes that are being extended or restructured, include only the newly served population areas. Population data should come from the most recent census data (American Community Survey, 2024).

An example method for estimating population in route service area using GIS:

- Select new stops that will expand geographic coverage or existing stops that will have expanded span of service
- Create a half-mile buffer around stops
- Using the “select by location” function, select census block groups that have their centroid within the buffer
- Sum up the population within those selected census block groups

## Roadway Projects

### 19. How do I complete the Congestion Management Strategies application for a project that involves the construction of a new roadway?

With the construction of a new roadway, an analysis should be conducted to determine the parallel routes that will be affected by the project. Then, several of the measures can be completed based on

- Identify the parallel roadway(s) that will be affected by the project (i.e. which roadway(s) will traffic divert from)
- For Criteria 2 (Regional Priorities for Reliability and Excessive Delay), identify the congested roadways [presence on the maps](#) for Excessive Delay and Reliability and the Intersection Mobility and Safety Study.
- For Criteria 3A (Connection to Existing Safety Planning Efforts), identify the presence of the parallel roadway(s) on existing regional and local safety plans. Use the narrative for 3B and 3C to describe how the project will prioritize safety in various ways.
- For Criteria 5A (Regional Truck Corridor Study tiers), the application should indicate whether it provides a direct and immediate connection, or not applicable.

### 20. What are “minor arterials?”

Minor arterials include four designations: augmenters, expanders, relievers, and connectors. Along with non-freeway principal arterials, these are eligible for funding in the Roadway Modernization, Congestion Mitigation Strategies, and New Interchanges categories. At least one of these five types of functional classes is required to be funded each funding cycle to facilitate investment to all parts of the system.

Projects in the Bridge Connections, Proactive and Reactive Safety categories have broader eligibility and may be on a minor collector roadway or above in the urban areas, or major collector and above in rural areas.

### 21. What types of projects need to go through the Congestion Management Process (CMP)?

Within the Congestion Management Strategies application category only, roadway lane expansion projects of greater than one mile are required to follow the [Congestion Management Process \(CMP\) Handbook](#) process for identifying potential congestion solutions and submit materials to Metropolitan Council staff prior to the application deadline. For the 2026 Regional Solicitation, the Metropolitan Council has an on-call consultant who can assist applicants with going through the CMP Handbook. [Steve Peterson](#) can assist with technical assistance and any questions.

### 22. How will recent state legislation about Vehicle Miles Traveled and Greenhouse Gas reduction impact Regional Solicitation Projects?

In 2023, the State of Minnesota approved legislation requiring transportation projects that expand the state highway system to comply with statewide vehicle miles traveled (VMT) and greenhouse gas (GHG) reduction targets. These requirements only apply to projects on the trunk highway system that add at least 1,500 feet of new travel lanes or add or expand an interchange. Based on

historic data, this is anticipated to impact a very small number of projects in the Regional Solicitation.

Some projects that are anticipated to reduce VMT, such as transit, travel demand management, and active transportation (bicycle and pedestrian) projects, may generate offsets based on the new law. In this case, Met Council reserves the right to claim those offsets (up to the proportion of the project funded by the Transportation Advisory Board) as a way to offset the selected trunk highway expansion projects and achieve statewide reduction targets.

Met Council will also perform an impact assessment on its portfolio of projects as a whole. Council staff will take the lead on conducting this assessment based on information collected on each project within the project applications. The expected total VMT and GHG impact of the proposed slate of projects may be a factor the Transportation Advisory Board considers when evaluating which projects to fund.

## Safety Projects

### **23. My corridor project uses multiple Benefit/Cost worksheets. How do we report our project proposal's overall Benefit/Cost.**

If you are doing a corridor solution – for example signal improvements and bumpouts at a couple intersections and separated bike lanes in the segments between the intersections – this is how I would approach it. One B/C worksheet for each intersection, using the multiple CMF calculation (signal x bumpouts), and one B/C worksheet for the segment in-between the intersections that uses the separated bike lane CMF.

An individual crash can have a calculated multiple CMF (max of 2) applied to it but should not appear on multiple CMF worksheets.

In all cases, you would use the overall project cost for the denominator for each worksheet. In this way, you should be able to add all the numerators together to get the combined project benefit divided by the overall project cost.