

Ministry of Transportation and Infrastructure

2018/19 BikeBC Program Guidelines

(This document is provided in addition to the content of the cycling infrastructure funding website)

Purpose

To encourage healthy living and to help address climate change, the Province is cost-sharing cycling infrastructure projects with local government through the BikeBC program. The program provides financial assistance for new infrastructure and upgrade projects which form part of a municipality, regional district, or First Nations community's adopted cycling network plan.

Applications will be accepted until February 9, 2018 at 11:59 p.m. for the 2018/19 provincial fiscal year.

Funding and Eligibility

Communities with a population larger than 15,000

- Up to **50%** of total eligible project costs or \$1,000,000 (whichever is less)
- Up to **15%** of total eligible project costs for end-of trip facilities/amenities (see below)

Communities with a population less than 15,000

- Up to **75%** of total eligible project costs or \$1,000,000 (whichever is less)
- Up to **50%** for cycling network planning
- Up to **15%** of total eligible project costs for end-of trip facilities/amenities (see below)

The Province's share is calculated once all third party contributions (other provincial and federal funds) have been deducted from the total capital cost of the project.

Typical cost-shareable items are labour and material costs for:

- Engineering
- Construction
- Network planning
- Project management
- Pavement markings
- *Intersection lighting
- *Cyclist actuated signals and duct works
- Cyclists actuation (loops and push buttons)
- Traffic calming devices
- Traffic control
- Bridge structures
- Retaining walls
- Fencing (only where required for safety)
- Utility relocation
- Guardrails
- Catch basins and utility access basins
- End of trip facilities/amenities

*Where warranted for cyclists and normally part of an overall cycling construction project

End of trip facilities/amenities

The following items are classified as end of trip facilities/amenities and can be claimed as eligible expenses (capped at 15% of total eligible project costs)

- Wayfinding signs
- Repair stations
- Bike racks
- Benches
- Lockers
- Trail lighting (other than intersection lighting)

End of trip facilities/amenities listed above must complement the cycling facility. Additionally, the public use and benefits must be clearly demonstrated.

Ineligible Costs

Some non-cost-shareable items include:

- Design work
- Property acquisition
- Administration / overhead
- Educational or promotional signage
- Landscaping
- Interlocking pavers
- Maintenance and rehabilitation (i.e. repaving) of existing infrastructure
- Cycling facilities that contravene the *Motor Vehicle Act*
- Vehicle parking facilities

Eligibility

Eligible projects include those that encourage transportation cycling by accelerating the development of cycling infrastructure. The focus of the BikeBC program is on cycling for transportation purposes which includes cycling trips to and from work, school, tourism and errands.

Eligible Proposals

Eligible proposals should demonstrate that the project:

- Is a **new** project or
 - An upgrade project that enhances the infrastructure to encourage more cycling. (Examples include: paving a gravel trail or widening the trail)
 - Is part of an adopted cycling network plan
 - Is ready for construction and can be completed within one year of funding approval (shelf-ready)
 - Promotes transportation (commuter) cycling. Although, preference is given to commuter cycling, other types of acceptable cycling that accommodate varying community needs include: tourism, sport and recreation. However, the facility should not be used exclusively for i.e. recreation and must include some elements & benefits of commuter cycling
- Exclusions: off-road recreation (i.e. mountain bike trails or velodromes) is ineligible
- Provides a safe cycling environment
 - Helps to reduce traffic congestion and greenhouse gas (GHG) emissions

NOTE: Projects can be located within the Ministry's right of way with approval from local Ministry's operations manager

Cycling network planning for small communities

- Small communities (communities with population of 15,000 or less) with **no existing cycling network plan** are eligible to apply for cost-sharable funding (up to 50% of the total eligible costs) to develop a formal cycling network plan. Expenses for successful network planning projects will be reimbursed upon completion and adoption of the plan. You do not have to apply for cycling infrastructure funding in order to be eligible to apply for cycling network funding.

Non-Eligible Proposals

Non-eligible proposals include, but are not limited to, projects that:

- Previously successful applicants from the **2015/16 (or earlier)** BikeBC intake are eligible only if they have fully completed the previously approved project(s).
- Are not part of an adopted cycling network plan
- Have not completed design work and public consultations (not shelf ready)
- Create an unsafe or illegal cycling environment (for example, contravene the *Motor Vehicle Act*)
- Have already been constructed
- Are maintenance and rehabilitation (i.e. repaving) of existing infrastructure

Other Funding Considerations

Any third-party contributions received from other provincial or federal program(s) must be deducted from the project's total eligible costs. The BikeBC share will be calculated on the balance.

Approved projects must adhere to the design and route submitted to receive payment. Changes proposed after a contribution agreement is signed must be approved by the ministry prior to construction, although approval is not guaranteed.

Project Selection

Proposals are selected using a priority ranking system to determine which applications best meet the program's goal of encouraging transportation cycling, creating healthy living environments, reducing traffic congestion and greenhouse gas emissions through safe and effective cycling infrastructure.

Funding for projects is awarded based on the following:

- Community's support for healthy living and physical fitness
- Enhance all forms of cycling
- Cost effectiveness
- Ridership
- Facility type
- Catchment population size
- Timing
- Multimodal connections
- Proponent's priority
- Endorsement letters

Preference will be given to projects that support Regional Cycling Corridors that help to create efficient and safe direct travel routes.

Focus on Safety

In addition, applications are evaluated on how they improve safety for cyclists. The following lists the order, from most preferable to least preferable, of the infrastructure types that BikeBC typically funds.

- Separated bike paths / multi-use path
- Cyclist/pedestrian bridges and overpasses
- Buffered bike lanes (for example, those that can be separated by barriers such as parked vehicles or painted medians with increased width)
- Marked bike lanes, shoulder bikeways and shared roadways