

V. APPLICATIONS

FY2027-2033 COMPASS Application Guide

Phase I – Page 2

Phase II – Page 9

TUTORIAL VIDEOS:

- [How to Write a Successful Grant Application](#)¹
- [How to Fill Out Your COMPASS Phase I Application Form](#)²
- [How to Fill Out Your COMPASS Phase II Application Form](#)³
- Navigating the Project Application Maps⁴
- [How to Fill Out ITD Forms 0404, 1150, and 2435](#)⁵
- [How to Fill Out COMPASS Form FA100 and Estimating Worksheet](#)⁶

ACRONYMS:

- ADA Americans with Disabilities Act
- CIM *Communities in Motion*
- CMF Crash Modification Factors
- CPFM Continuous Pavement Friction Measurement
- HFST High Friction Surface Treatments
- HIN High Injury Network
- ITD Idaho Transportation Department
- ITS Intelligent Transportation Systems
- LPI Leading Pedestrian Interval
- LTL Left Turn Lane
- PHB Pedestrian Hybrid Beacon
- RCUT Reduced Conflict U-Turn
- ROW Right of Way
- RTL Right Turn Lane
- RRFB Rectangular Rapid-Flashing Beacons
- TAM Transportation Asset Management
- TSMO Transportation Systems Management and Operations
- TWLTL Two-Way Left-Turn Lane

¹ Write a Successful Grant Application: <https://www.youtube.com/watch?v=zKokWhBexJU>

² COMPASS Phase I Application: <https://www.youtube.com/watch?v=yOuSQTmz6oc>

³ COMPASS Phase II Application: https://www.youtube.com/watch?v=s7xFTa_JFy0

⁴ Navigating the Scoring Maps: (Coming soon)

⁵ ITD Forms: <https://www.youtube.com/watch?v=MYORA8G5W64>

⁶ COMPASS Forms: <https://www.youtube.com/watch?v=WaHL3nbnzH4>

2027 COMPASS Funding Application

Phase I

All Projects

All applications must be submitted in Word format by email to ssader@COMPASSIdaho.org. Phase I applications are limited to 10 pages each.

Fill out what you know about your project. Since this application is used for multiple programs, some questions may not be applicable.

DETAILS:

Sponsor Name (agency): Ada County Highway District

Main Agency Contact: Alex Yann, Transportation Funding Coordinator

Project Title: Ada County Bike Map Update

PROJECT DETAILS:

Briefly describe your project: This project will update ACHD's "Ada County Bike Map", a community resource that details the county-wide bicycle network, level of traffic stress (LTS) of streets, rules for safe, effective bicycling, and nearby public facilities and amenities such as parks, libraries, repair stations, and bike shops. This update will include graphic design assistance to revise the bike map to include new routes, provide recommended routes, rework the map for increased legibility, and pay for subsequent printing of the new maps.

Briefly describe the location of the project (include main segment and termini):
Ada County

STAFF SUPPORT REQUEST:

What type of support are you applying for? (select all that apply):

If you're unsure, contact COMPASS staff.

Technical: Data, Travel Demand Forecast Modeling, Demographic Support

Planning: Active, Freight, Public Transportation, Roadway, or Other (e.g., housing, environmental, etc.)

Project Management and/or Administration (if this box is checked, then COMPASS is a lead agency)

GIS: Mapping, Spatial Data and Analysis, Online Map Application

Public Involvement: Outreach and/or Facilitation

Other: (e.g., Specialized Software, Consultant Services, etc.)

If other, please describe: Printing Services for Hard Copy Maps

FUNDING REQUEST / PROJECT TYPE:

What type of funding are you applying for? (select all that apply)

If you're unsure, contact COMPASS staff.

✓ **Communities in Motion (CIM) Implementation Grant Program** – funds infrastructure and/or planning to support the goals of the long-range transportation plan, reimbursement of up to \$50,000

Project Development Program (PDP) – develops a project idea into a fundable concept, consultant cost of up to \$50,000

Federal Funds – federal formula funds, this option will require further information provided in Phase II

Staff Assistance Only – this option will remove the application from the prioritization process for funding, but will include it in the Resource Development Plan for funding support.

What type of project are you applying for? (select all that apply)

✓ **Active Transportation:** Bicycle / Pedestrian

Capital Construction: Road / Bridge / Intersection / Intelligent Transportation Systems

Public Transportation: Vehicles / Equipment / Maintenance / Operations

✓ **Planning:** Plans / Studies / Education

✓ **Procurement:** Bicycle Counters / Signs / Software / Other

Project Management/Administration

Other (describe below)

If other, please describe: [Click or tap here to enter text.](#)

Is right-of-way (ROW) acquisition needed for this project?

Yes

✓ No

N/A

If ROW is owned by a different agency than the sponsor of this project, a letter of support from that agency **is required** to ensure their involvement and approval before submission.

Knowing what is in place before improvements are made will help COMPASS quantify any safety benefits that result from the improvements. Check all existing features in the project area:

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> 2 through lanes | <input type="checkbox"/> Bridge | <input type="checkbox"/> Gateway/Traffic Calming | <input type="checkbox"/> Right Turn Lane (RTL) |
| <input type="checkbox"/> 2 through lanes /1 TWLTL | <input type="checkbox"/> Bridge Fencing | <input type="checkbox"/> Gutter | <input type="checkbox"/> Right Turn, Free Running |
| <input type="checkbox"/> 2-Way Stop Intersection | <input type="checkbox"/> Bridge Guardrail | <input type="checkbox"/> ITS Emergency Vehicle Preempt | <input type="checkbox"/> Roundabout 1-lane |
| <input type="checkbox"/> 3-Way Signaled Intersection | <input type="checkbox"/> Bus Lane | <input type="checkbox"/> Intersection Dedicated RTL | <input type="checkbox"/> Roundabout 2-lane |
| <input type="checkbox"/> 3-Way Stop Intersection | <input type="checkbox"/> Bus Pullout | <input type="checkbox"/> Intersection Dedicated LTL | <input type="checkbox"/> Roundabout 3-lane |
| <input type="checkbox"/> 4 through lanes | <input type="checkbox"/> Bus Shelter | <input type="checkbox"/> Intersection Median U-Turn | <input type="checkbox"/> Seal coating |
| <input type="checkbox"/> 4 through lanes /1 TWLTL | <input type="checkbox"/> Bus Stop | <input type="checkbox"/> Intersection RCUT/J-Turn | <input type="checkbox"/> Shoulder |
| <input type="checkbox"/> 4-Way Signaled Intersection | <input type="checkbox"/> Corridor Access Management | <input type="checkbox"/> Intersection Warning System | <input type="checkbox"/> Sidewalk 3-4' width |
| <input type="checkbox"/> 4-Way Stop Intersection | <input type="checkbox"/> Crossing, Mid-Street | <input type="checkbox"/> Leading Pedestrian Interval | <input type="checkbox"/> Sidewalk 5-7' width |
| <input type="checkbox"/> 5-Way Signaled Intersection | <input type="checkbox"/> Crossing, PHB | <input type="checkbox"/> Left Turn Lane | <input type="checkbox"/> Sidewalk 8-10' width |
| <input type="checkbox"/> 5-Way Stop Intersection | <input type="checkbox"/> Crossing, RFFB | <input type="checkbox"/> Median, Raised | <input type="checkbox"/> Signal-Reflect Back Plate |
| <input type="checkbox"/> 6 through lanes | <input type="checkbox"/> Crosswalk, Raised | <input type="checkbox"/> Mill working | <input type="checkbox"/> Speed Bumps |
| <input type="checkbox"/> ADA Ramps | <input type="checkbox"/> Curb | <input type="checkbox"/> Multi-Use Pathway | <input type="checkbox"/> Striping |
| <input type="checkbox"/> Barrier at Sidewalk/Road | <input type="checkbox"/> Curve Signage/Striping | <input type="checkbox"/> Pathway 8-10' width | <input type="checkbox"/> Other |
| <input type="checkbox"/> Bicycle/Pedestrian Facility | <input type="checkbox"/> Dynamic Feedback Sign | <input type="checkbox"/> Pavement: CPFM or HFST | |

- Bicycle-Lane
- Edge Lines, 6"
- Pedestrian Scramble
- Bicycle-Signal Heads/Phase
- Flashing Stop Sign
- Protected Phasing

Please describe, if necessary Not applicable.

Check all proposed countermeasures you plan to add with this project:

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> 2 through lanes | <input type="checkbox"/> Bus Pullout | <input type="checkbox"/> Intersection RCUT/J-Turn | <input type="checkbox"/> Sidewalk 3-4' width |
| <input type="checkbox"/> 2 through lanes /1 TWLTL | <input type="checkbox"/> Bus Shelter | <input type="checkbox"/> Intersection Warning System | <input type="checkbox"/> Sidewalk 8-10' width |
| <input type="checkbox"/> 2-Way Stop Intersection | <input type="checkbox"/> Bus Stop | <input type="checkbox"/> Leading Pedestrian Interval | <input type="checkbox"/> Sidewalk Replacement |
| <input type="checkbox"/> 3-Way Signaled Intersection | <input type="checkbox"/> Convert Signaled to Roundabout | <input type="checkbox"/> Left Turn Lane | <input type="checkbox"/> Signal-Reflect Back Plate |
| <input type="checkbox"/> 3-Way Stop Intersection | <input type="checkbox"/> Convert Stop to Roundabout | <input type="checkbox"/> Median, Raised | <input type="checkbox"/> Speed Reduction |
| <input type="checkbox"/> 4 through lanes | <input type="checkbox"/> Convert Stop to Signaled | <input type="checkbox"/> Multi-Use Pathway | <input type="checkbox"/> Street Lighting |
| <input type="checkbox"/> 4 through lanes /1 TWLTL | <input type="checkbox"/> Corridor Access Management | <input type="checkbox"/> Pathway 8-10' width | <input type="checkbox"/> Striping |
| <input type="checkbox"/> 4-Way Signaled Intersection | <input type="checkbox"/> Crossing, Mid-Street | <input type="checkbox"/> Pathway 11-13' width | <input type="checkbox"/> Upgrade Signals |
| <input type="checkbox"/> 4-Way Stop Intersection | <input type="checkbox"/> Crossing, PHB | <input type="checkbox"/> Pavement: CPFM or HFST | <input type="checkbox"/> Upgrade Stop to Flashing |
| <input type="checkbox"/> 5-Way Signaled Intersection | <input type="checkbox"/> Crossing, RFFB | <input type="checkbox"/> Pedestrian Scramble | <input type="checkbox"/> Widen 2 to 3 lanes (w/TWLTL) |
| <input type="checkbox"/> 5-Way Stop Intersection | <input type="checkbox"/> Crosswalk, Raised | <input type="checkbox"/> Protected Phasing | <input type="checkbox"/> Widen 2 to 4 lanes |
| <input type="checkbox"/> 6 through lanes | <input type="checkbox"/> Curb | <input type="checkbox"/> Repaint Striping | <input type="checkbox"/> Widen 2 to 5 lanes (w/TWLTL) |
| <input type="checkbox"/> ADA Ramps | <input type="checkbox"/> Curve Signage/Striping | <input type="checkbox"/> Replace Signage | <input type="checkbox"/> Widen 3 to 5 lanes (w/TWLTL) |
| <input type="checkbox"/> Barrier at Sidewalk/Road | <input type="checkbox"/> Dynamic Feedback Sign | <input type="checkbox"/> Right Turn Lane (RTL) | <input type="checkbox"/> Widen 3 to 7 lanes (w/TWLTL) |
| <input type="checkbox"/> Bicycle/Pedestrian Facility | <input type="checkbox"/> Edge Lines, 6" | <input type="checkbox"/> Right Turn, Free Running | <input type="checkbox"/> Widen Shoulder |
| <input type="checkbox"/> Bicycle Lane | <input type="checkbox"/> Flashing Stop Sign | <input type="checkbox"/> Road Reconfiguration | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Bicycle: Green Road Marking | <input type="checkbox"/> Gateway/Traffic Calming | <input type="checkbox"/> Roundabout 1-lane | |
| <input type="checkbox"/> Bicycle: Signal Heads | <input type="checkbox"/> Gutter | <input type="checkbox"/> Roundabout 2-lane | |
| <input type="checkbox"/> Bridge | <input type="checkbox"/> ITS Emergency Vehicle Preempt | <input type="checkbox"/> Roundabout 3-lane | |
| <input type="checkbox"/> Bridge Fencing | <input type="checkbox"/> Inlay and Millwork | <input type="checkbox"/> Sealcoating | |
| <input type="checkbox"/> Bridge Guardrail | <input type="checkbox"/> Intersection Dedicated RTL/LTL | <input type="checkbox"/> Shoulder | |
| <input type="checkbox"/> Bus Lane | <input type="checkbox"/> Intersection Median U-Turn | <input type="checkbox"/> Sidewalk 5-7' width | |

Please describe, if necessary Not applicable.

Does the project include improvements to the public transportation system?

- Yes
- No

If yes, a letter of support from the public transportation agency where the project is located **is required** to ensure its involvement, and approval is required to be included in the submission.

PURPOSE AND NEED:

Select which *Communities in Motion 2050 (CIM 2050)* goals and objectives this project will address then describe the project's purpose and need in detail, including why this project is important to your agency and to the region based on the [CIM 2050 goals](https://cim2050.compassidaho.org/cim-2050-goals/)⁷.

⁷ CIM 2050 goals: <https://cim2050.compassidaho.org/cim-2050-goals/>

CIM2050 Goals (check all that apply):

- ✓ **Safety:** ✓ Increases Safety ✓ Increases Security Supports Resiliency
- ✓ **Economic Vitality:** ✓ Promotes Economic Vitality Promotes Freight ✓ Preserves Infrastructure ✓ Provides Reliability
✓ Promotes Travel/Tourism ✓ Manages Growth Preserves Farmland
- ✓ **Convenience:** ✓ Increases Access/Mobility ✓ Increases Connectivity ✓ Reduces Congestion
- ✓ **Quality of Life:** ✓ Protect the Environment ✓ Enhances Public Health ✓ Preserves/Connects to Open Space
 Promotes Affordable Housing ✓ Provides Transportation Options ✓ Benefits the Underserved

Please describe: The Ada County Bike Map was developed to provide a community resource that encourages and supports safe, reliable bicycle riding throughout the county. The Bike Map details viable bicycle routes on the network (including pathways such as the Boise River Greenbelt), mapped out by LTS 1-3. In addition to supporting a safe transportation system, the Bike Map provides security to users by giving guidance on the ideal bicycle route based on their comfort level. There are also sections on "Rules of the Road", cycling tips, and information on how to navigate facilities such as bike boxes and roundabouts.

While the Bike Map focuses on connecting users throughout the entirety of Ada County, it also provides users with information on how to bike to major attractors such as nearby parks, city downtown districts, libraries, the Greenbelt, Expo Park, and more. The map also lists all dedicated bicycle shops in the county, showing bicyclists resources beyond public facilities such as repair stations.

With Ada County's roadway network continuing to grow, resources for multimodal transportation options become a greater necessity. In providing support for these resources, ACHD and COMPASS contribute to reducing the overall congestion on the roadway by promoting transportation alternatives. This, in turn, reduces overall use on the road, preserving the infrastructure for prolonged usage.

As a resource, the Ada County Bike Map is *free* to the public, accessible via ACHD's website or through a physical copy provided during tabling events or in partnership with organizations that have a high volume of bicycle users (Schools, City Halls, Public Libraries, Bike Shops, Idaho Travel Centers, etc.), promoting alternate transportation options that are environmentally friendly and enhance public health.

An update to the bike map will look to improve legibility of the map for users on the go, give more ways for users to access the map, and features that improve usership for those with disabilities.

PROJECT BUDGET:

Provide a total cost estimate and amount requested for the following project tasks or activities: If you continue in the process for federal-aid funding, you will be required to provide a much more detailed budget in Phase II. If needed, costs may be adjusted at that time.

Total Project Cost:

\$37,569.00

Amount Requested (total cost minus local match):	\$35,000.00
Proposed local match (amount):	\$2,569.00
Proposed local match (percentage):	7.34%

Please describe how you arrived at the cost estimates (previous similar project, design complete, etc.); and explain if additional local funds are available if the project cannot be fully funded:
 Click or tap here to enter text.

What is the source of the match? Local ACHD funds.

Can the project be phased? (segmented into sub-units; phasing does not include splitting out design from construction)

- Yes
- No

If yes, please indicate how your project can be phased and the approximate costs of each phase: ACHD anticipates approximately \$15,000 for an updated design and revision, and \$22,569 for printing.

The amount of maps printed could be expanded or decreased pending funding award.

If your project is for COMPASS staff support only:

Estimated COMPASS staff workdays (if unsure, contact COMPASS staff for assistance):
 Click or tap here to enter text.

PARTNERS/SUPPORT:

Are other jurisdictional agencies or partners involved in this project?

- No
- Yes

If yes, please list the jurisdictional agencies and other partners **and their role** in the project:
The Bike Map was developed with input from the Cities of Boise, Eagle, Garden City, Kuna, Meridian, and Star, as well as Ada County.

Has any public involvement been conducted for this project?

- No
- Yes

If yes, describe the results of those public involvement initiatives with a link to the project website, if applicable:

The Bike Map was informed through public involvement for performed via the Roadways to Bikeways Master Plan, (pg. 2-3)
<https://www.achdidaho.org/home/showpublisheddocument/1118/638319212031370000>

READINESS TO PROCEED:

If this is a construction project, has any work been completed on this project?

(Mark all phases that are complete)

- N/A
- Nothing is Complete
- Preliminary Design (concept) – approximately 30% of the design
- Final Design
- Environmental Review
- Utilities
- Right-of-Way

Please explain, if necessary:

Click or tap here to enter text.

If design has started, does it meet federal standards? Federal standards are described in the Local Public Agency Projects Guide within the Idaho Transportation Department's Manual.

- Yes
- No
- N/A

Please explain, if necessary:

Click or tap here to enter text.

TIMING:

When is your project needed (ideal timing)?

Estimated start date: Oct FY27

Target completion date: Sep FY27

Please explain the reasons for timing constraints, if necessary:

Work can begin once funded, and will continue until completed by the end of the fiscal year.

PLANNING DOCUMENTS:

Is the project specifically listed in any of the following regional plans? (check all that apply – if you need help, please contact COMPASS staff)

- [Communities in Motion 2050](#)⁸ – If yes, is it:
 - A priority project? (Explain below which list and the project priority number)
 - Listed, but not prioritized?
- [Congestion Management Process](#)⁹

⁸ CIM 2050 Priority Projects: <https://cim2050.compassidaho.org/projects-and-priorities/project-priorities/>

⁹ Congestion Management Process: <https://compassidaho.org/congestion-management/>

- [Freight Plan](#)¹⁰
- [I-84 Corridor Operations Plan](#)¹¹
- [Regional Safety Action Plan](#)¹²
- [Treasure Valley Transportation Systems Management and Operations \(TSMO\) Strategic Plan](#)¹³
- Other (explain below)
- N/A

Please provide the reference of the project in plan (long-term funded, unfunded, etc.) and explain "other" if selected:

Click or tap here to enter text.

Is this project specifically listed in any local plans?

- Yes
- No

Please explain: (reference the plan(s) with title/link, provide approval dates and page reference)

The ACHD Bike Map is included as part of ACHD's Roadway to Bikeways Plan - <https://www.achdidaho.org/home/showpublisheddocument/1118/638319212031370000>, 2018 addendum, pg 1-2.

ATTACHMENTS:

Attach no more than two map/sketch pages (if applicable).

¹⁰ 2015 Agricultural Freight Study: <https://compassidaho.org/wp-content/uploads/2015AgFreightStudyReport.pdf>

¹¹ I-84 Corridor Operations Plan: <https://compassidaho.org/transportation-management-and-operations/>

¹² Regional Safety Action Plan: <https://compassidaho.org/safety/>

¹³ TSMO: <https://compassidaho.org/transportation-management-and-operations/>

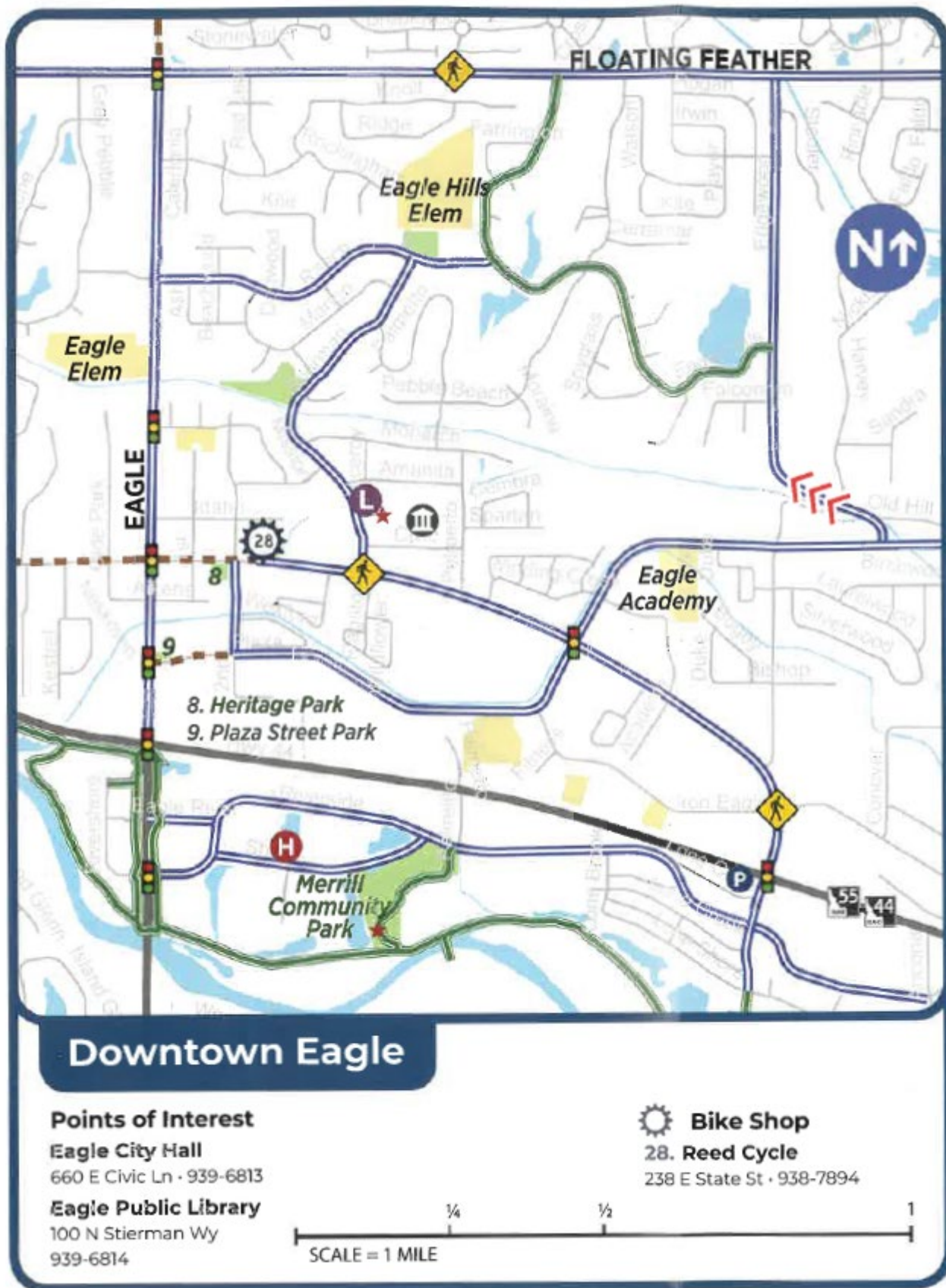


Figure 1 Sample of 2022 ACHD Bike Map

Sample section of the 2022 Bike Map

Attach the required one-page support letters if the conditions below are applicable
(otherwise optional).

- A support letter is required:
 - From the agency providing match funds
 - From the ROW jurisdiction if not within the sponsor's jurisdiction (e.g. ITD, highway district)
 - From the land-use agency if the project is not the same as the highway jurisdiction (e.g. a city or county)
 - From the public transportation agency if the project includes improvements to public transportation operations/facilities and the sponsor does not have jurisdiction (e.g., Valley Regional Transit)



Miranda Gold, President
Alexis Pickering, Vice-President
Kent Goldthorpe, Commissioner
Dave McKinney, Commissioner
Patricia Nilsson, Commissioner

May 1, 2026

Craig Raborn, Executive Director
COMPASS
700 NE 2nd Street, Suite 200
Meridian, ID 83642

Dear Director Raborn:

The Ada County Highway District (ACHD) is submitting a COMPASS Funding Application requesting \$35,000 in Communities in Motion Implementation Grant funding to cover the update and printing costs of the Ada County Bike Map.

In support of this application, ACHD is committed to providing a 7.34% local match, or \$2,569, as required. ACHD's match will be drawn from local funds in the year that the project is programmed, and those funds will be included in ACHD's annual budget.

If you have any questions, please feel free to contact Alex Yann, Transportation Funding Coordinator, at ayann@achdidaho.org or (208) 387-6157.

Sincerely,

A handwritten signature in black ink that reads "Dyan Bevins".

Dyan Bevins, PE
Deputy Director, Projects
Ada County Highway District

connecting you to more