

**PIMA ASSOCIATION OF GOVERNMENTS
TRANSPORTATION ART BY YOUTH PROGRAM POLICIES**

1. BACKGROUND

In 1995, PAG initiated a program designed to incorporate public art into transportation projects by providing summer employment for youth. A call for projects is issued to PAG member jurisdictions in the late Fall for the following calendar year. Approval authority for the Transportation Art by Youth program has been delegated by the PAG Regional Council to PAG's Transportation Planning Committee (TPC). Upon TPC approval and inclusion of the project in an appropriate funding contract or contract amendment, a Notice to Proceed (NTP) is issued to the sponsoring jurisdiction. Regional 12.6% HURF funds are allocated to the program at a maximum level as outlined herein and programmed in the most current PAG Transportation Improvement Program (TIP).

2. GOAL

These policies establish the framework by which Transportation Art by Youth projects may be submitted for review, evaluation and potential funding. These guidelines and procedures apply to projects proposed for initial funding, projects which have been approved and received funding, projects under construction and completed projects.

3. TRANSPORTATION ART BY YOUTH PROJECTS FUNDING ELIGIBILITY

To be eligible for Transportation Art by Youth funding, a project must meet the following guidelines:

- A. Demonstrate a strong linkage to the regional transportation system by proximity, function, or impact. For example, artwork, signage, or landscaping adjacent to an eligible route would be eligible; however, artwork depicting transportation is not eligible by its depiction alone.
- B. Preferred routes should have a federal functional classification of minor arterial or above.
- C. If the project will be located within the right-of-way of State designated highways, it must comply with ADOT's permitting requirements.
- D. The project must comply with any zoning, safety requirements, use of right-of-way, or other considerations of the jurisdiction in which it is located.
- E. The sponsor must assume complete responsibility for the project, including cost and quality control measures for the design, implementation and maintenance of the project.
- F. If project installation is not covered by the budget submitted to PAG for Transportation Art by Youth funding, the sponsor must install the project at their own cost prior to submittal of a request to PAG for reimbursement of any portion of the project. A project is considered complete only upon final installation in the location designated in the application approved by TPC. Installation must occur and all final requests to PAG for reimbursement must be received no later than three years from the date project funding was approved by TPC.
- G. When an art project has received funding from PAG, the sponsor must make every possible attempt to implement the project as originally designed, located, planned and approved.

4. CHANGES TO TRANSPORTATION ART BY YOUTH PROJECTS

- A. A sponsor may withdraw a project request at any time prior to initiation of the project by providing written notification to PAG. No PAG approval is required.
- B. Projects that have not been installed within three years from the date project funding was approved by TPC will be considered canceled and funds set aside for that project will be returned to the PAG Transportation Art by Youth fund.
- C. A sponsor may, at its sole discretion and own expense, make changes to an approved, initiated or completed project at any time by providing written notification to PAG. Such changes may include relocation or removal of the project. No PAG approval is required; however, the original

cost of the project shall be refunded to the PAG Transportation Art by Youth fund in accordance with the following schedule:

Years since the project was completed/ installed	Cost reimbursement to the Transportation Art by Youth Fund
Less than 1	100%
1-2	80%
2-3	60%
3-4	40%
4-5	20%
5 or more	0%

- D. If a sponsor receives funding for a project that is later determined not to have been installed, PAG may request 100% repayment of the original cost of the project back to the Transportation Art by Youth fund, unless the sponsor can provide evidence of significant progress toward installation and a date certain, not to exceed six months from notice of repayment due, by which installation of the project will be complete. Jurisdictions who have extenuating circumstances may request a waiver from the PAG Transportation Planning Director, outlining the mitigating circumstances and plan/timeline for continued progress to be made on the project. The decision of the PAG Transportation Planning Director is subject to the appeal process outlined in section 6 of this policy.
- E. A sponsor may request funding assistance for project changes, project rehabilitation and/or a waiver of the reimbursement schedule provisions outlined in Section 4.B above. Such requests may be submitted at any time prior to modification of the project. Requests for funding assistance for project changes shall be treated as if the modification were a new project and shall be limited to funds remaining to the sponsor's credit at the time the original project was approved. Such requests shall describe the proposed changes, the reasons for the proposed changes, and any additional financial assistance requested. Approval of funding assistance shall be subject to funding available at the time the request is made. Upon approval, the sponsor may proceed with the project alterations pursuant to any terms and conditions of the approval.

5. FUNDING REIMBURSEMENT AND FUNDING CARRYOVERS

Funding for the Transportation Art by Youth Program is defined by the approved PAG Transportation Improvement Program (TIP). Funding is currently budgeted at up to \$25,000 per PAG member jurisdiction per year. Funding is made available on a reimbursement basis for actual costs incurred not to exceed the budgeted amount. All payments are made to the PAG member jurisdiction sponsoring the project and will not be made to the sponsor's contractor. If in any given year a jurisdiction does not undertake a Transportation Art by Youth project, the approved budget shall accrue to the credit of that jurisdiction and shall be available to undertake a larger project in the following year. Maximum accruals under this process shall not exceed three years worth of funding. Unused funds following completion of a project shall be forfeited and returned to the PAG regional 12.6% HURF account.

6. APPEALS PROCESS

Nothing in this policy shall prohibit any applicant or sponsor from appealing any of the referenced policies. The sponsor shall submit a written request to the program manager explaining the situation and defining the requested corrective action. The request will be processed as appropriate by the PAG Executive Director and/or through PAG's Transportation Planning Committee, Management Committee and/or Regional Council.

*Pima Association of Governments (PAG) - Policy on Transportation Art by Youth Projects
Adopted by PAG Transportation Planning Committee Sept. 5, 2007*