



# FY 2023-24 M2 ELIGIBILITY SUBMITTAL CHECKLIST

(This is not Appendix D)

Requirements due by June 30, 2023

All related forms/resources can be downloaded from the M2 Eligibility website: [www.octa.net/OCGoEligibility](http://www.octa.net/OCGoEligibility).

Eligibility Item	Requirement
Capital Improvement Program (CIP)	<input type="checkbox"/> OC Fundtracker CIP Project Listing Report <input type="checkbox"/> Staff Report and Minutes for City Council/Board of Supervisors adoption of 7-year CIP*. Draft due June 30, 2023. Final CIP adoption due by <b>July 31, 2023</b> . <i>* Must be the OC Fundtracker CIP Project Listing Report that is adopted.</i>
Circulation Element/MPAH Consistency	<input type="checkbox"/> City Council/Board of Supervisors adoption of <b>Appendix E</b> : Resolution <input type="checkbox"/> Circulation Element Exhibit <input type="checkbox"/> <b>Appendix H</b> : Arterial Highway Mileage Change Report
Congestion Management Program (CMP)	<input type="checkbox"/> Include projects to address deficient intersections in CIP (if applicable) <input type="checkbox"/> <b>Appendix C</b> : CMP Checklist
Local Signal Synchronization Plan (LSSP)	<input type="checkbox"/> Copy of Plan <input type="checkbox"/> City Council/Board of Supervisors adoption of <b>Appendix E</b> : Resolution
Maintenance of Effort (MOE)	<input type="checkbox"/> <b>Appendix I</b> : MOE Certification signed by Finance Director or equivalent designee that meets/exceeds MOE Benchmark <input type="checkbox"/> Budget excerpts for planned MOE expenditures and fund key
Mitigation Fee Program (MFP)	<input type="checkbox"/> Supporting documentation <sup>1</sup> <input type="checkbox"/> City Council/Board of Supervisors adoption of <b>Appendix E</b> : Resolution
Pavement Management Plan (PMP) <sup>2</sup> – Odd year agencies	<input type="checkbox"/> <b>Appendix F</b> : PMP Submittal Template with PMP certification signed by Public Works Director or City Engineer <input type="checkbox"/> City Council/Board of Supervisors adoption of <b>Appendix E</b> : Resolution or approved staff report recommendation. PMP adoption due by <b>June 30, 2023</b> . <input type="checkbox"/> Pavement management data files
Transit/Non-Motorized Transportation in General Plan	<input type="checkbox"/> Letter outlining land use planning strategies that accommodate transit and active transportation. Address to Ms. Charvalen Alacar, Measure M Local Programs Section Manager. <input type="checkbox"/> Include excerpts of policies from the land use section of the General Plan
Eligibility Checklist	<input type="checkbox"/> <b>Appendix D</b> : Eligibility Checklist

**Note:** Only electronic submittals are required. No hard copies.

<sup>1</sup> Supporting documents are outlined in Chapter 2.7 of the FY 23-24 M2 Eligibility Guidelines.

<sup>2</sup> Refer to Exhibit 3 (page 17) in FY 23-24 M2 Eligibility Guidelines for PMP Submittal Schedule.