



FY 2024-25 M2 ELIGIBILITY SUBMITTAL CHECKLIST

(This is not Appendix D)

Requirements due by Friday June 28, 2024

All related forms/resources can be downloaded from the M2 Eligibility website: www.octa.net/OCGoEligibility.

Eligibility Item	Requirement
Capital Improvement Program (CIP)	<ul style="list-style-type: none"><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 28, 2024. Final CIP adoption due by July 31, 2024. <p><i>* Must be the OC FundTracker CIP Project Listing Report that is adopted.</i></p>
Maintenance of Effort (MOE)	<ul style="list-style-type: none"><input type="checkbox"/> Appendix I: 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
Pavement Management Plan (PMP) ¹ –Even year agencies	<ul style="list-style-type: none"><input type="checkbox"/> Appendix F: PMP Submittal Template with PMP certification signed by Public Works Director or City Engineer<input type="checkbox"/> City Council/Board of Supervisors adoption of Appendix E: Resolution or approved staff report recommendation. PMP adoption due by June 28, 2024.<input type="checkbox"/> Pavement management data files
Transit/Non-Motorized Transportation in General Plan	<ul style="list-style-type: none"><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	<ul style="list-style-type: none"><input type="checkbox"/> Appendix D: Eligibility Checklist

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

¹ Refer to Exhibit 3 (page 17) in FY 24-25 M2 Eligibility Guidelines for PMP Submittal Schedule.