



DLA POLICY UPDATE FACT SHEET



Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.

EARMARKED FUNDS 2021 PROGRAM

Purpose

The purpose of the Earmarked Funds Program (EFP) is to provide guidance on how to administer funds earmarked by the California Legislature. Earmarked funds are priority funding approved by legislation and assigned to Caltrans for allocation to ensure the funds are used for the purpose specified in the legislation. Unless specified in the legislation, these funds are not attached to an established state program. Funds are made available for reimbursement for eligible project expenditures.

The EFP guidelines will assist local agencies, who have been earmarked to receive funding, in applying for the funds and invoicing for eligible project expenditures. An attachment to the guidelines will identify roles and responsibilities of the District Local Assistance Engineer (DLAE) and headquarters Division of Local Assistance (DLA) staff in processing and administering the funds.

Changes to Existing Guidance/Forms

The guidelines will be published as an Office Bulletin and may be incorporated into Local Assistance Program Guidelines (LAPG) at a later date.

A new Request for Allocation Form will be developed, and an existing Finance Letter will be modified to address the specific needs of the EFP.

Impacts/Benefits to Local Agencies

Earmarked funds are priority projects identified by the state legislature as beneficial to communities served by the local agencies receiving the funds.

Deadline to Implement

The anticipated timeline for guidelines approval and publishing is March 1, 2022.

Involvement with outside Agencies or Departments

The following offices in the DLA were involved in developing the guidelines; Resources Management and Support, Office of State Programs, Office of Federal Programs, Office of Guidance and Oversight, Project Implementation (North and South) and the DLAEs. The following Caltrans divisions and state agencies were also involved in developing the guidelines; the Division of Accounting, the Division of Budgets, the Division of External Affairs and the California State Transportation Agency (CalSTA).

Additional Information

If Federal Funding is used for any portion of the earmarked project, Caltrans will need to be the lead agency for NEPA approval, unless other Federal Agencies are identified and agree to be project lead for NEPA. All federal rules will apply if federal funds are used on the project. A more detailed Project Allocation Packet and coordination with Caltrans will be required if the project has federal funding.

For additional information, contact Manuel Morales at (916) 917-5838 or Manuel.Morales@dot.ca.gov