

CREATING VIBRANT COMMUNITIES

KYTC Transportation Development Planning Assistance Program

What is Creating Vibrant Communities?

This program aims to proactively plan for land use, transportation, and future development options for a site or targeted area. Through the program, a community will create an actionable plan that will outline the vision, conceptual development plan, and next steps necessary to create a transformative and unique destination for the community. After the plan is created, it should serve as a roadmap to actively attract and convey the community's vision to potential development partners.

What will be included in the final plan that is produced?

At a minimum, the final plan that is developed by each community will analyze the following within the site or targeted area:

- Potential land uses
- Transportation network for all modes, including connections to adjacent sites and the larger community
- Potential development patterns, scale, and architectural direction for private development
- Design elements that should be included within the future public roads that reinforce the character of the community, such as lighting, paving materials, plantings, benches, etc.
- Action steps for the local government and partners to take to turn the vision of the plan into a built reality.

The Kentucky Transportation Cabinet (KYTC) anticipates that the final plan will be a combination of narrative, renderings, and precedent images in order to convey the vision and design direction for future development. Because this program wants to empower each community, the plans will also include action steps that are needed to make the plan a reality!

Is there a required local match?

No! There is no local match that is required. The plans will be fully funded through KYTC, and KYTC anticipates the scope of each plan to be about \$100,000.

Who actually does the technical work for each plan? What does the applicant need to do?

KYTC has a team of consultants that will be working directly with each community to create their unique plan. The applicant will be responsible for providing ideas to the consultant team, coordinating local stakeholders, promoting public input events, reviewing information provided by the consultant team, and being a champion for the project.

What are the minimum applicant requirements?

Eligible applicants for the Creating Vibrant Communities Program must meet the following criteria:

- Applicant must be a Local Public Agency (LPA)
- The LPA must have a population of less than 200,000 population (according to the 2020 Census)
- There must be a defined area or site with development potential

What is a Local Public Agency (LPA)?

Local public agency means any city, county, township, municipality, or other political subdivision that may be empowered to cooperate with the STA in highway matters. Applicants should reference the KYTC [LPA Project Guide](#) for more information.

My organization is not an LPA. Can I still apply for the program?

To be eligible for the Creating Vibrant Communities program, applicants MUST be an LPA. LPAs may partner with other local or regional organizations (such as MPOs, economic development entities, private developers, etc.).

How and when do I apply for the program?

The Creating Vibrant Communities' application materials are available October 16, 2023 to December 11, 2023. Qualifying communities must apply through the online application at <https://transportation.ky.gov/Planning/Creating-Vibrant-Communities/Pages/default.aspx>. Applications after the deadline will not be considered.

How can you learn more about the program?

The Creating Vibrant Communities has an optional online webinar workshop opportunity that is free and open to the public. If you are not able to make the live webinar, a recording of it can be viewed at <https://transportation.ky.gov/Planning/Creating-Vibrant-Communities/Pages/default.aspx>. If you have additional questions, please send email inquiries to Brent.Sweger@ky.gov.

How are applications evaluated and how many are awarded?

A application scorecard has been developed and can be viewed at <https://transportation.ky.gov/Planning/Creating-Vibrant-Communities/Pages/default.aspx>. This scorecard outlines the criteria and scoring of the desired outcomes, project readiness, and community readiness. A panel of reviewers will evaluate each application with the intention of selecting three communities to complete the program in 2024.

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Apply Using JotForm

Where is the application?

The application can be viewing and filed at <https://transportation.ky.gov/Planning/Creating-Vibrant-Communities/Pages/default.aspx>.

Do I need to register to apply using JotForm?

No, you do not need an account with JotForm. It is, however, highly recommended to create a free account to manage your application and be able to complete it in more than one sitting.

Can I start an application and return to it later?

Yes, as long as the applicant creates a JotForm account. Applicants can save and return to an application by clicking the SAVE button at the end of the application. The button opens a save dialog where you can choose to sign up or log in to Jotform to save and easily manage draft applications.

What information will be required to apply?

The application form can be previewed on the CVC webpage (<https://transportation.ky.gov/Planning/Creating-Vibrant-Communities/Pages/default.aspx>).

Can I edit my application once it is submitted?

No, you cannot edit an application once it is submitted. Please review your application carefully prior to submitting.

How can I verify my application was received?

After submitting the application through JotForm, applicants will be emailed a copy of the submitted application. If there is an error in the application, please email Brent Sweger (Brent.Sweger@ky.gov) for further assistance.

Can I copy and paste information into the application from a Microsoft Word document?

Yes. If using the copy and paste function from Word, paste text using the Paste as Plain Text function. Applicants can also copy the information from a text editor, such as Notepad or TextEdit, which does not have proprietary fonts or special characters.

Which web browsers are supported by JotForm?

The latest versions of Microsoft Edge, Mozilla Firefox, Google Chrome, and Apple Safari are supported for use with the CVC application. However, these web browsers undergo frequent changes and updates, so we recommend you have the latest version.

Attachments

What type of attachments may be added to an application form?

Maps, photos, support letters, and other project information can be uploaded through JotForm. Accepted attachment file types include .jpg, .jpeg .png or .pdf.

Are there restrictions on file names for any attachment included with the application?

Yes, please limit file names to 50 or fewer characters. Please include the LPA name in all file names. Example:
Kentucky-LPA_ProjectAreaMap
Kentucky-LPA_PrivateInvestorsLOS

Example Project Area Map

