



**Metro**

# Interoffice Memo

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**Date** March 20, 2013

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**To** Michelle Jackson

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**From** Jenna Hornstock, Deputy Executive Officer  
Countywide Planning

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**Subject** Response to Item 70 in March 2013  
Director's Request

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This memo is to provide a response to a request for additional information on the TOD Planning Grant Program.

- (1) **Outreach to those applicants that did not receive funding:** Two applicants did not receive funding in Round 3 of the TOD Planning Grant Program. Each applicant was offered a debriefing with Metro staff to discuss their application and receive feedback from the evaluation panel. One applicant pursued the debriefing.
- (2) **Outreach to those that were eligible but did not apply:** If the Board authorizes a 4<sup>th</sup> round of the TOD Planning Grant, Metro staff will outreach to all eligible municipalities with letters and emails, and by attending the TAC, COG and other related meetings. Additionally, Metro staff will meet individually with any eligible municipality at the request of that municipality or any Board Director. Further, Metro staff is available to meet with any municipality or COG prior to authorization of Round 4, to seek input on the Round 4 administrative guidelines and to ensure that the Program best supports the planning efforts underway or under consideration within eligible municipalities.

Should any Board Director or Board Staff wish to set up additional meetings or request that Metro staff set up additional meetings with eligible municipalities, please contact Jenna Hornstock at (213) 922-7437 or hornstockj@metro.net.

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