



Major Road Network Investments

Major Road Network & Bike Cost Share (MRNB Program)

2026 Program Guidelines

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1. INTRODUCTION

1.1 MAJOR ROAD NETWORK

The Major Road Network (MRN) was established in 1998/99, as set out in the South Coast British Columbia Transportation Authority (SCBCTA) Act (formerly the Greater Vancouver Transportation Authority Act). The establishment, funding and operation of the MRN were initially guided by a set of 19 principles approved by the South Coast British Columbia Transportation Authority (formerly the Greater Vancouver Transportation Authority) or TransLink Board of Directors (the Board) in May 1999.

TransLink initiated an MRN Sub-Regional Review process in 2010, and a new MRN and Bicycle Infrastructure management and funding structure was approved by RTAC and the TransLink Board in 2012. In 2018, an updated set of MRN objectives were developed as part of the development of the Regional Road Network Strategy.

Roads are included in the MRN only with the approval of TransLink and the local government as per the criteria described in Appendix A. Most roads in the MRN are owned by the local government.

1.2 PURPOSE

The purpose of this document is to summarize the key elements of the Major Road Network and Bike Cost Share Program (MRNB). The MRNB Program will allow minor capital road improvement projects on MRN or bike infrastructure on/off MRN, which TransLink will cost share up to the cost share percentage identified in the Contribution Agreements of the total eligible project costs.

This document may be modified and expanded as necessary to improve program administration in the longer term.

2. MAJOR ROAD NETWORK AND BIKE (MRNB) PROGRAM FUNDING FRAMEWORK

The MRNB Program can fund up to two type or projects:

- Road projects on the MRN; and
- Bike projects on or off the MRN.

2.1 FUNDING ALLOCATION

MRNB Upgrade funding is an annual allocation of TransLink capital funds dedicated to managing and improving the capacity, efficiency and safety of the MRN network as well as to encouraging the construction of more bicycle routes or related facilities to remove barriers to cyclists across the region. The MRNB Upgrade fund is intended to fund smaller scale projects that are ready for implementation, can be completed within a short time frame, and will forestall the need for larger capital investments in the network.

A block funding allocation formula is used to allocate MRNB Upgrade funding. The calculation is based on the average regional population and employment growth contribution ratio based on the most recent census data available. Land use data for future land use projections are based on the Metro Vancouver Regional Growth Strategy.

2.2 COST SHARING

TransLink will fund up to 50% of total eligible costs for approved MRNB Upgrade projects or up to the cost share percentage identified in the Contribution Agreements.

For Comfortable for Most facilities on the Major Bike Network (MBN) or within Urban Centres, TransLink will fund up to the cost share percentage identified in the Contribution Agreements in accordance with eligibility criteria set out in the *BICCS Program Description and Guidelines*.

2.2.1 EXTERNAL / THIRD PARTY FUNDING

External / Third Party Funding is defined as secured funding by provincial or federal governments or external agencies (e.g., ICBC, Province's B.C. Active Transportation Infrastructure Grants Program). For additional information about third-party infrastructure cost-sharing grants, please email jpme@translink.ca or visit <https://www.translink.ca/-/media/translink/documents/plans-and-projects/roads-bridges-and-goods-movement/2025-additional-at-and-transit-grant-info.pdf>. Funding contributions from local sources, such as development cost charges, development levies, agreements with private developers, for example, may be considered part of the local government share of project costs. **Table 1**, **Table 2A**, and **Table 2B** outline funding distribution with respect to External /Third Party Contributions.

Table 1: Projects which qualify for 50% Cost Share

External Funding Contribution (% of Total Eligible Project Costs)	TransLink Contribution (% of Total Eligible Project Costs)	Local Government Contribution (% of Total Eligible Project Costs)
< 50%	Up to 50%	Minimum of 25%
≥ 50%	Equal to Local Government Contribution	Equal to TransLink Contribution

Table 2A: Projects which qualify for 75% Cost Share

External Funding Contribution (% of Total Eligible Project Costs)	TransLink Contribution (% of Total Eligible Project Costs)	Local Government Contribution (% of Total Eligible Project Costs)
< 50%	Up to 75% of the remaining Eligible Project Costs	Minimum of 25%
≥ 50% ¹	Equal to Local Government Contribution	Equal to TransLink Contribution

¹ Subject to funding availability, TransLink may consider cost-sharing up to 75% of the remaining Eligible Project Costs.

Table 3B: Projects which qualify for 80% Cost Share

External Funding Contribution (% of Total Eligible Project Costs)	TransLink Contribution (% of Total Eligible Project Costs)	Local Government Contribution (% of Total Eligible Project Costs)
< 60%	Up to 80% of the remaining Eligible Project Costs	Minimum of 20%
≥ 60% ²	Equal to Local Government Contribution	Equal to TransLink Contribution

² Subject to funding availability, TransLink may consider cost-sharing up to 80% of the remaining Eligible Project Costs.

2.2.2 COST-SHARING FOR SMALL LOCAL GOVERNMENTS

Local governments with population less than 15,000 are eligible for up to 80% cost share for any projects that meet basic program eligibility criteria or TransLink/local government collaborative project. This includes the opportunity to accumulate their allocated funds over several years towards a single project which can be cost shared up to 80%.

2.2.3 COST-SHARING FOR PROJECTS PROVIDING IMPROVED ACCESS FOR FIRST NATION RESERVES AND TREATY LANDS

Local governments are eligible for up to 80% cost-share for projects that directly improve access to/on First Nations communities and their lands (including reserves) and Treaty Lands. In order to be eligible for up to 80% cost-share funding, projects must meet basic program eligibility or be agreed upon as a TransLink/local government collaborative project, and provide proof of support from First Nation leadership (e.g. letter of support).

2.3 MAINTENANCE AND REHABILITATION COSTS

Through the OMR Program (referenced in the Operation, Maintenance, and Rehabilitation Program Description and Guidelines), TransLink provides local governments with an annual allowance for the operation, maintenance and rehabilitation of MRN roads within their jurisdiction, which is independent of the MRNB Upgrade, MRN-S, BICCS, and WITT funds. However, to minimize both costs and traffic disruptions, local

governments may choose to undertake maintenance or rehabilitation works on existing road infrastructure concurrently with construction of new infrastructure funded under the MRNB, BICCS, or WITT programs.

Components of a MRNB Upgrade, BICCS, or WITT project that comprise maintenance / rehabilitation of existing infrastructure must be identified as such in the application process. The costs for maintenance / rehabilitation components covered by OMR and MRN-S funds are not eligible for cost sharing under the MRNB Upgrade, BICCS, or WITT funds.

3. PROJECT ELIGIBILITY

The following discussion gives guidance on the types of projects that are eligible for MRNB Upgrade funding.

3.1 MRNB UPGRADE FUND – ROAD PROJECTS ON MRN

Road projects are eligible for the MRNB upgrade funding if the clear majority of the work is on the MRN (e.g. within the right-of-way of an MRN segment) AND if the work will improve the functionality of the MRN by providing:

- additional capacity for any mode on existing roads;
- additional safety features; or
- additional roadway infrastructure.

Examples include additional lanes or turning bays, geometric improvements, signalization for traffic control, cycling infrastructure on the MRN, and sidewalk widening projects.

Projects which are not located on the MRN, and projects which are located on the MRN but primarily benefit non-MRN segments, are not eligible for the MRNB upgrade funding. For example, improvements on the MRN directly serving a private development (such as a mid-block turning lane) are not eligible under this program.

Upgrades to existing MRN infrastructure or proposed new MRN infrastructure could be eligible if the project can demonstrate that it can improve the MRN for one or more of the different mode user groups.

Rehabilitation or replacement of existing MRN infrastructure (e.g. pavement, sidewalks, drainage facilities, signals) and “major” structures (e.g. vehicle bridges, railway overpasses) is covered by the OMR Program and the MRN-S Program, respectively. Therefore, these projects are not eligible under the MRNB Upgrade funds.

3.2 MRNB UPGRADE FUND– BICYCLE INFRASTRUCTURE ON OR OFF THE MRN

Local governments build a variety of facilities for people cycling: traffic-separated and/or traffic-calmed bikeways, as well as multi-use pathways. TransLink funding is focused on Comfortable for Most facilities that connect specific land uses to enable utilitarian trips by bicycle such as commuting to work or school, shopping, and personal errands. These projects can be on or off the MRN.

Each Local government develops a network of bicycle routes, designated streets, connecting paths etc. In respect of this, TransLink has tied funding eligibility to a target market of utilitarian cycling. Bike infrastructure projects on the MRN using the MRNB upgrade funding will be required to meet the same guideline as the BICCS funding program without restrictions on its location. Bike infrastructure off the MRN will be required to meet the same guideline as the BICCS funding program.

3.3 PHASED PROJECTS

Project submissions are to be made for “complete” projects that demonstrate facility design. Phased projects can be considered so that it is possible to apply for funding for the same project for multiple consecutive years, so long as project completes within 4-year period of initial funding award. Project phasing is only eligible when considering different segments of roadway, not when phasing individual project activities (e.g. Phase 1: property acquisition, Phase 2: design, Phase 3: preloading, Phase 4: construction) or for individual project components (e.g. street lighting only, sidewalk only, emergency vehicle pre-emption systems only, right-of-way acquisition only). **Table 3** provides an example of how phasing can be achieved.

Table 4: Eligible and Ineligible Approaches to Project Phasing

Sample Project: Cycling Improvements from 140 Street to 156 Street			
Program Year	Eligible Phasing (Example 1: Project Segments)	Eligible Phasing (Example 2: Multi-Year Funding)	Ineligible Phasing
Year 1 2026	Apply for funding for Phase 1: 140 St to 144 St (4 years to construct – 2026 to 2029)	Apply for funding for whole corridor from 140 St to 156 St Project application (4 years to construct - 2026 to 2029)	Apply for funding for Property Acquisition as Phase 1 of the project.
Year 2 2027	Apply for funding for Phase 2: 144 St to 148 St (4 years to construct – 2027 to 2030)	Same application as Year 1 to obtain additional funding needed (3 years to construct - 2027 to 2029)	Apply for funding for Functional Design as Phase 2 of the project.
Year 3 2028	Apply for funding for Phase 3: 148 St to 152 St (4 years to construct – 2028 to 2031)	Same application as year 1 to obtain additional funding needed (2 years to construct – 2028 to 2029)	Apply for funding for Detailed Design as Phase 3 of the project.
Year 4 2029	Apply for funding for Phase 4: 152 St to 156 St (4 years to construct – 2029 to 2032)	Same application as year 1 to obtain last of additional funding (1 year to construct – 2029 to 2029)	Apply for funding for Construction as Phase 4 of the project.

3.4 PUBLIC ART ELIGIBILITY

Public art is included as an eligible expense up to 1% for projects over \$1 million, as per TransLink’s Public Art Policy. Local governments are responsible for selecting and implementing artwork on their projects. The following steps should be taken when including public art on your project:

- 1) Calculate your public art budget following TransLink’s Public Art Policy. For MRNB projects including public art, the public art allocation should be up to 1% of construction costs, excluding land acquisition,
- 2) Work with your local government’s public art lead to identify and determine:
 - a. The right public art opportunity for your budget and site conditions
 - b. The artist/artwork selection process. For MRNB projects including public art, the artist/artwork should be selected through a competitive process, which can include open calls or juried invitational calls.
- 3) Please contact ipme@translink.ca and include the following details:
 - a. Estimated public art budget for your project

- b. What type of art will it be, if applicable at this stage (in some cases the artist will determine)
- c. Where it will be located
- d. How will you select artist(s)
- e. What is the artist(s) scope of work
- f. Any other information or considerations
- g. List the name of the public art lead on your project

4. EVALUATION FRAMEWORK

All project applications for MRNB Upgrade funding will be evaluated by TransLink Staff. The following sections outline TransLink's evaluation criteria:

4.1 ALIGNMENT WITH REGIONAL TRANSPORTATION STRATEGY (ALL PROJECTS)

<https://view.publitas.com/translink/transport-2050-regional-transportation-strategy/page/1>

One of the objectives of the MRNB program is to fund projects that align with *Transport 2050* (T2050), which was developed with inputs from regional and government stakeholders and Metro Vancouver residents and was approved by the Mayors' Council on Regional Transportation and the TransLink Board of Directors. This long-range transportation strategy outlines over 100 actions or strategies to make transportation options more convenient, reliable, affordable, safe, comfortable, and environmentally sustainable.

4.2 ALIGNMENT WITH TRANSPORT 2050 AND MAYOR'S COUNCIL 10-YEAR PRIORITIES (BIKE UPGRADE PROJECTS)

This program provides funding to local governments to implement regionally significant cycling investments, in a way that is consistent with and advances implementation of the region's 30-Year Regional Transportation Strategy (i.e. Transport 2050) and 10-Year Priorities (i.e. Mayors' Council 10-Year Vision and approved Access for Everyone Plan).

Both the 30-Year Strategy and 10-Year Priorities prioritize early and significant investment in regionally significant cycling infrastructure. Accordingly, the BICCS and MRNB funding programs are intended to fund cycling infrastructure that improves regional cycling connections, including establishing a Major Bikeway Network and implementing Urban Centre bikeway networks.

4.3 PROJECT EVALUATION CRITERIA

TransLink staff will review all MRNB Upgrade project applications. Incomplete applications will be returned to the local government for completion within a reasonable time as deemed by TransLink. Additional information or clarification may be requested during the review process.

MRNB projects must meet basic criteria in Tier 1 evaluation demonstrating their Program Eligibility based the following categories:

- Project Eligibility
- Project Readiness
- Project Design
- Project Priority

Tier 1 is a pass-fail evaluation. All project applications will need to outline explicitly how the project meets the four criteria listed below. **Table 4** describes each category in detail.

Table 5: Tier 1 Evaluation

Criteria	Description	Scoring
Project Eligibility	Road work projects are eligible for funding if the project is located on the MRN. Bicycle infrastructure projects using the MRNB program funding are required to meet the evaluation criteria set out in the BICCS Program Guideline with the only exception that the location criteria in the BICCS Program Guideline is open to bicycle infrastructure projects on the MRN.	Pass / Fail
Project Readiness	The project is ready to move forward and can be completed within the 4-year timeframe. The project demonstrates that feasibility issues have been considered and there are no major obstacles to complete the project by the completion deadline.	Pass / Fail
Project Design	The project improves cycling safety and the design conforms to the latest TAC Bicycle Facility Design Guidelines or other recognized bicycle facility design guidelines (if not covered in TAC Guidelines) in addition to the design eligibility set out in the BICCS Program Guideline.	Pass / Fail
Project Priority	The project demonstrates a high priority among the bicycle projects in the local government.	Pass / Fail

Tier 1 is a pass-fail evaluation with the understanding should a project fail in any of the above four criteria, the project will not receive allocated or competitive funding. Projects applying for competitive funding from the BICCS or WITT programs must also meet Tier 2 evaluation.

Once TransLink staff is satisfied that the project applications meet the appropriate Program Guidelines, projects requesting allocated funding will be reported to TransLink's internal Streets Committee for endorsement. Subsequently, the projects are submitted to TransLink's Capital Management Committee (CMC) for funding approval. Once approved, TransLink will draft project specific contribution agreements and administer the funding.

5. COST ELIGIBILITY

Project components that are considered essential to the successful delivery of the project (e.g. planning, design, consultation, and construction) are generally eligible for cost share. This includes costs incurred by local governments when funding is offered to First Nations to support their ability to provide feedback on projects that will have direct benefits to improving for First Nation communities and their lands (including reserves) or treaty lands.

In general, the costs of project components acquired or completed prior to January 1st of that program year of the MRNB Upgrade projects are not eligible for “retroactive” cost sharing under this program. In other words, only those costs incurred as of January 1st, 2026 will be eligible for cost sharing.

Any project related property acquisitions are eligible for cost share at its original purchase price (e.g. not current market value). Such costs are eligible only for property required to complete an approved MRNB project (e.g. property required for a proposed “ultimate” alignment is not eligible if the current project involves construction to an “interim” standard) and are only reimbursed when the approved project is completed.

Project components that are not eligible for cost sharing under the MRNB Program include:

- project components acquired or completed prior to approval of the MRNB project (with the exception of preliminary planning & design work and certain property costs);
- Local government overhead (e.g. senior management time, general office support, or other non-direct staff costs);
- utility costs (including regular, long-distance or cellular phone charges);
- financing (e.g. internal or external costs of borrowing TransLink’s contribution, from the date of actual expenditure to the date of receipt of TransLink’s contribution following completion of the project);
- assets such as small tools that are normally charged against income;
- equipment, furnishings and fittings used for normal administrative purposes (e.g. office furniture, personal computers);
- vehicles;
- gifts in kind;
- auditing or accounting fees, incurred in the normal course of local government operations;
- legal services;
- operations;
- maintenance; and
- repair, rehabilitation or replacement of existing infrastructure, except for rehabilitation of major MRN structures (e.g. bridges).

6. ADMINISTRATIVE PROCEDURES AND REQUIREMENTS

6.1 PROJECT APPLICATION

Local governments are required to submit project applications to TransLink - by the deadline indicated on the application form - for proposed projects to be considered under the following calendar year's MRNB Program.

Local governments may apply for multiple projects to use all their MRNB allocated funding. Projects applying for MRNB allocated funding may also be combined with other funding programs such as BICCS and WITT programs if the scope of their project is eligible for funding under the respective program guidelines. If this is the intention, then local governments should indicate this on the application form. Local governments are to apply for one project per application form.

Local governments may also submit applications for multiple program year funding. In this case, the project must apply for the funding program each year and separate contribution agreements would be issued for each funding program year. Note that the subsequent applications will all have the same deadline for completion as the first approved application.

Applications shall include a summary of anticipated funding sources for the project. Any previously approved and anticipated amount of funds from each source shall be noted, with the total amount equaling the project cost estimate. Possible sources of funding may include (but are not limited to):

- local government sources (e.g. local government general revenues, development cost charges, development levies, work agreements with private developer);
- requested amount of TransLink funding (e.g. MRNB Upgrade funding from previous program years, BICCS funding, WITT funding, BSR funding or MRN-S funding); or,
- External or third-party funding (e.g. provincial or federal programs, ICBC grants).

For additional information about third-party infrastructure cost-sharing grants, please email jpme@translink.ca or visit <https://www.translink.ca/-/media/translink/documents/plans-and-projects/roads-bridges-and-goods-movement/2025-additional-at-and-transit-grant-info.pdf>.

The application form will consist of all TransLink funding programs (e.g. MRNB Upgrade funding, BICCS funding, and WITT funding). When filling out the form, please check all the funding programs that the local government is applying for so the associated questions related to the program will appear in the form.

6.2 PROJECT PHOTOS

For all MRNB Upgrade project applications, "Before" and "After" photos of the project need to be submitted to TransLink to demonstrate the value of the project prior to funding disbursement. The "Before" photo will be requested at the project application stage, and the "After" project photo will be requested at the Payment Request stage after the project has been completed.

6.3 PROJECT PRESENTATIONS

For MRNB applications, local governments can meet with TransLink staff to present additional project details. These project presentations are optional. Please indicate on your application form if you would like to present your project to TransLink.

6.4 PROJECT EVALUATION AND APPROVAL

TransLink staff will review all MRNB project applications. Incomplete applications will be returned to the local government for completion within a reasonable time as deemed by TransLink. Additional information or clarification may be requested during the review process.

Projects requesting MRNB funding will be reviewed and scored by TransLink staff according to evaluation criteria previously described in **Section 4.0**. Subsequently, the endorsed projects are submitted to TransLink's CMC for funding approval. Once approved, TransLink will draft project specific contribution agreements and administer the funding.

6.5 PROJECTS ALONG THE MAJOR ROAD NETWORK (MRN) AND/OR TRUCK ROUTE NETWORK (TRN)

Local governments must provide additional supporting documents for any project that impacts the people-moving capacity along the Major Road Network (MRN). All projects that have the potential of reducing the people-moving capacity along the MRN must be communicated to TransLink and TransLink will determine if the Major Road Network Capacity Change process would apply. Where applicable, the applicant may be required to obtain a Letter of Approval signed by TransLink's Director, Infrastructure Program Management, per the South Coast British Columbia Transportation Authority Act.

Furthermore, per the SCBCTA Act, TransLink must review and approve proposed truck prohibitions, including the removal of truck routes.

6.6 PROJECTS ON OR CROSSING JURISDICTIONAL BOUNDARIES

Local governments are required to submit letters of support from adjacent jurisdictions for any project on or crossing jurisdictional boundaries. The letter of support is required at the time of submitting a funding application.

6.7 PROJECT IMPLEMENTATION AND FUNDING DEADLINE

Local governments are solely responsible for the implementation of approved MRNB projects in accordance with a project-specific contribution agreement. Local government responsibilities include, for example, project management, permitting, design, construction and inspection. TransLink responsibility is limited to the provision of funding per the contribution agreement.

Projects generally must be completed within four years to be eligible for MRNB funding (the Program year from which the funding was first awarded is considered Year 1). For example, all 2026 MRNB Program projects are to be completed by December 31, 2029.

For all completed MRNB projects, local governments must submit a Payment Request within 60 days after the project completion. All proof of all costs expended dated on or before the required completion deadline identified in the contribution agreement or the approved scope change would be considered eligible. Only costs incurred during the period specified in the contribution agreement are eligible. This period begins on January 1st of the initial agreement year and ends at the required completion date (or per approved scope change).

6.8 PROMOTION AND EDUCATION

Promotion and education related to new active transportation infrastructure is important to support maximum benefit, awareness and utilization of these investments. If the MRNB project includes a cycling and/or walking upgrade, promotion and education requirements are based on the corresponding program (e.g. BICCS).

- a. TransLink has created a resource for Local Government staff which includes examples, costs, and contacts for programming through the Active Transportation Promotion and Education Toolkit 2025

<https://www.translink.ca/-/media/translink/documents/cycling/regional-cycling-strategy/active-transportation-promotion-and-education-toolkit.pdf> be best suited for the project, please reach out to: activetransportation@translink.ca

6.9 COMMUNICATION MATERIALS AND PROJECT SIGNAGE

Recognition of TransLink as a partner in the project, via use of TransLink's name and/or logo, should be included in all materials produced and shared publicly, including but not limited to project-related signage, webpage, poster, videos, media releases, and online/social media promotion. Local governments will notify TransLink when preparing any communication materials on TransLink funded projects, so that TransLink staff has an opportunity to provide input and approval prior to the release of information (activetransportation@translink.ca). Specific requirements regarding project recognition signage are included under **Section 3.5.6** of the **project funding agreement**. Refer to the project funding agreements for additional details.

6.10 PROJECT STATUS UPDATE

For the purposes of cash flow forecasting and budgeting, TransLink requires project updates four times a year for all active projects until the Project is completed. This will provide TransLink with an overview of the progress of the work in relation to the project milestones. Project updates must be submitted through the Local Government Funding Program Web Application [<https://regionalroads.com/>] with the following deadlines in each year:

- End of February;
- End of April;
- End of July; and,
- End of November.

6.11 REQUEST FOR CHANGE TO APPROVED PROJECTS

6.11.1 SCOPE OF WORK CHANGES

If a local government plans to change the scope of work of an approved project, the local government can request the scope change through the Local Government Funding Program Web Application [<https://regionalroads.com/>], along with supporting documentation, to TransLink for consideration. The request will be subject to approval by TransLink's Director, Infrastructure Program Management. Approval of all changes must be signed by TransLink's Director, Infrastructure Program Management.

6.11.2 EXTENSION OF COMPLETION DEADLINES

The project completion deadlines for approved MRNB Program projects may be extended for projects that have received documented commitments demonstrating any third-party funding which has allowed for additional time to complete the project. Projects may also be granted extension if they can demonstrate delays caused by third parties which are outside of the control of the project. Contractor retainment, staffing challenges, project priority, cost escalations or supply chain issues are not considered issues caused by third parties as it is expected that these risks have been considered prior to application submission.

The maximum extension that can be provided is one year.

Requests for extension of completion date can be submitted through the Local Government Funding Program Web Application [<https://regionalroads.com/>], along with supporting documentation, to TransLink for consideration. Approval of all changes must be signed by TransLink's Director, Infrastructure Program Management.

6.11.3 FUNDING TRANSFERS (TRANSLINK CONTRIBUTION AMOUNT)

If a local government submits a Payment Request showing the agreed-upon scope of work was completed under budget, the local government can also request on the Payment Request to transfer the remaining TransLink funding to **one** still-open² project within the same program and program year (e.g. A project from BICCS 2026 transferred into another BICCS 2026). Also, if a project is canceled the local government can request through a scope change on the Web Application to transfer the TransLink funding to **one** still-open³ project within the same program and program year.

Once funds are transferred into a project, no further funds can be transferred into or out of that project. Transferring funds from one program year to another year is not permitted. It should be noted that funding transfer is only available for projects which have received allocated funding. Projects which have received competitive funding will not be allowed to transfer funds to any other projects regardless of whether the project was cancelled, under budget or reduced in scope.

Under no circumstances shall the transferring of funds between projects result in the TransLink contribution to a project exceeding the cost share percentage identified in the Contribution Agreements of the total eligible costs.

Requests for transfers can be submitted through the Local Government Funding Program Web Application [<https://regionalroads.com/>] to TransLink for consideration.

6.12 MULTIPLE PROGRAM YEAR FUNDING

A local government may apply for funding in multiple program years for the same project. In this instance, funding approved to supplement a previously approved project will automatically obtain the same timeline as the original approved funding (e.g. A project approved in 2026 can receive funding in years 2027, 2028 and 2029 but all funding must be used by December 31, 2029). This allows local governments to apply for up to four years' worth of funding to a single project; however, funds from a future year are provisional and subject to TransLink's annual budget review and approval process, and therefore cannot be guaranteed.

Under no circumstances shall the total funding from multiple Program years result in the TransLink contribution to a project exceeding the cost share percentage identified in the Contribution Agreements of the total eligible costs. Should a project be granted an extension, this project is no longer eligible to request additional funding.

6.13 MULTIPLE PROGRAM FUNDING

A local government may apply for funding from multiple funding programs (e.g. BICCS, WITT, and MRN-S) for the same project if the project meets each funding programs' eligibility criteria. In this instance, the project may apply for funding from both allocated and competitive portion of the funding programs; however, funds from the competitive portion are not guaranteed and will be dependent on the project evaluation score. Applicants must use all their allocated funding before qualifying for the competitive fund. For more details on the competitive portion of the funding programs, please refer to the respective program guidelines (BICCS, WITT).

If the project is eligible for multiple funding programs, the project may also apply for funding in multiple program years for the respective funding program (e.g. applying for BICCS funding for consecutive years). In this instance, funding approved to supplement a previously approved project will automatically obtain the same

² This is a project that is either still under construction or is complete but a request for payment of TransLink's contribution has not yet been submitted. Funding cannot be transferred to projects for which TransLink has already paid its contribution.

³ This is a project that is either still under construction or is complete but a request for payment of TransLink's contribution has not yet been submitted. Funding cannot be transferred to projects for which TransLink has already paid its contribution.

timeline as the original approved funding (e.g. A project approved in 2026 can receive funding in years 2027, 2028, and 2029 but all funding must be used by December 31, 2029). This allows local governments to apply for up to four years' worth of funding to a single project; however, funds from a future year are provisional and subject to TransLink's annual budget review and approval process, and therefore cannot be guaranteed.

Under no circumstances shall the total funding from multiple funding programs and in multiple program years result in the TransLink contribution to a project exceeding the cost share percentage identified in the Contribution Agreements of the total eligible costs.

6.14 TRADING OR COMBINING OF LOCAL GOVERNMENT ALLOCATIONS

Trading of MRNB allocations between local governments is not permitted. However, local governments may combine their funding allocations for projects that cross municipal boundaries or that otherwise benefit both local governments. Combining of allocations would only be done with the consent of each affected local government, as confirmed by an appropriate resolution of each Council or letter of agreement from senior local government staff, and approval of TransLink.

6.15 REQUESTS FOR PAYMENT

TransLink will reimburse local governments the eligible costs for a MRNB Upgrade project, up to the amount identified on the Contribution Agreement (or the total of all project Contribution Agreements).

TransLink will pay its share of costs directly to the local government once:

- the contribution agreement for the project has been properly executed by both TransLink and the local government; and
- the project is complete; or
- if the Project is not completed by the required completion date but construction is greater than 50% complete, TransLink will reimburse the local government for up to the cost share percentage identified in the Contribution Agreement(s) of actual Eligible Costs incurred by the project deadline, provided that:
 - the construction is over 50% complete; and
 - the completed work aligns with the design standards detailed in Table 4 of Section 4.3.

TransLink will reimburse whichever is less: actual Eligible Costs incurred by the required completion deadline multiplied by the cost share percentage identified in the Contribution Agreement(s) or the total approved TransLink contribution(s) for the project. Requests can be submitted through the Local Government Funding Program Web Application [<https://regionalroads.com/>] to TransLink for consideration.

In addition, TransLink does not provide progress payments. For projects that have multiple TransLink contribution agreements, all funding from TransLink will be paid at the same time.

As defined in the contribution agreement, a project is deemed to be complete when:

- the work is ready for use, or is being used, for its intended purpose; and
- the total value of all incomplete, defective and/or deficient work does not exceed 3% of the maximum project budget set out in the contribution agreement.

Requests for payment of TransLink contributions shall be submitted to TransLink within 60 days after completion of the project. Requests which are submitted late may not be processed and funding may be forfeited.

Requests for payment of TransLink funds must be submitted on the Local Government Funding Program Web Application [<https://regionalroads.com/>] with the following information:

- description of the actual work completed and any scope change from the original application;

- breakdown of the project costs net of any HST or provincial or federal tax rebate;
- disclosure of any contributions made by provincial or federal governments or agencies. All External / Third Party Funding must be identified in the Payment Request. Please refer to Section 2.2.1 for details on the funding distribution;
- Attachments:
 - Photos of completed Project
 - Copy of scope change (if applicable)
 - Summary of Cost listing (or referencing) items covered under each project cost items.
 - All **proof of costs**^{4,5} expended by the project deadline.
- certification by the City Engineer (or equivalent) that the project is complete, as defined in the agreement, and that the project met or exceeded specifications and standards set out in the contribution agreement, if any, and those standards or specifications set by the local government. Alternatively Record Drawings, Issued for Construction Drawings, As-Built Drawings, Certificate of Completion, Project Completion Report or Stamped Study (as applicable) may be submitted;
- certification by the local government's Chief Financial Officer (or equivalent) that the Eligible Costs as stated have been incurred by the local government, are attributable to this Project, are correct, and are net of any provincial or federal tax rebate; and
- Record Drawings, Issued for Construction Drawings, As-Built Drawings, Certificate of Completion, Project Completion Report or Stamped Study (as applicable).

6.16 UNALLOCATED FUNDS

Allocated MRNB Upgrade funding that is not used by local governments will be forfeited for the program year. The allocated funding may be combined with the BICCS Competitive funding program but is dependent on the approval of the transfer.

⁴This includes invoices for cost items that exceed \$10,000 from consultants, progress payments from contractors and accounting spreadsheets for internal work that show enough detail to identify those costs are eligible under the program guidelines.

⁵Projects that directly benefit First Nations communities and their lands (including reserves) and/or Tsawwassen Treaty Lands and provide funding towards capacity building will require to submit related invoices.

APPENDIX A MAJOR ROAD NETWORK CRITERIA

During development of the road network, the following original eligibility requirements were used – “A road is included in the Major Road Network if it:

- provides intra-regional access to predefined regional activity centre(s); AND
- carries:
 - minimum of 70% trips longer than 10 km in the peak hour and peak direction and total peak hour, peak direction traffic volume greater than 800 vehicles per hour; OR
 - minimum of 10 through buses in the peak hour and peak direction; OR
 - minimum of 800 trucks per day; AND
- meets an overall check for reasonableness and completeness.”⁶

Updated MRN objectives were identified in 2018 as part of the development of the Regional Road Network Strategy:

1. Facilitates intra-regional travel of people and transportation of goods.
2. Connects regionally significant destinations.
3. Forms an interconnected and complete network.
4. Moves high volumes of general-purpose vehicles, transit passengers and/or trucks.
5. Maximizes safety of travel.
6. Maintains road and bridge structure conditions in a state of good repair to support all modes.
7. Minimizes adverse impacts to adjacent neighborhoods.
8. Expands over time to meet the needs of a growing population and economy.

⁶ Approved by the Board on December 9, 1998 as part of the report titled, “**Establishment of the Major Road Network: Recommended Guidelines and Network**”.