Anyone who requires an auxiliary aid or translation service for effective communication, or a modification of policies or procedures to participate in a MPO program, service, or activity, should contact Hilary Hershner at (319) 286-5161 or email h.hershner@corridormpo.com as soon as possible, but no later than 48 hours before the event. This public announcement satisfies Section 5307 program of projects requirements for transit project public review and comment.

MEETING NOTICE AND AGENDA
Corridor Metropolitan Planning Organization Executive Committee
Hiawatha City Hall – Multipurpose Room
101 Emmons Street, Hiawatha

Roll Call

Public Comment Period

Action/Discussion Items

1. Approve Minutes – May 8th, 2019. ATTACHED

2. Open Call for FFY21 – 24 TIP Projects – Brandon Whyte. ATTACHED


Reports/Member Updates

Next Executive Committee Meeting

- October 9, 2019 at 8:30 am – Marion City Hall, Council Chambers, 1225 6th Avenue, Marion
CORRIDOR MPO EXECUTIVE COMMITTEE MEETING MINUTES
Jean Oxley Linn County Public Service Center, Conference Rooms 1A/1B
935 2nd St SW, Cedar Rapids
Wednesday, July 10, 2019 at 8:30 AM

MPO Staff Present: Hilary Hershner, Elizabeth Darnall, & Brandon Whyte

Chairperson Hinz called the meeting to order at 8:30AM.

Roll Call was answered with five (5) members present.

Public Comment Period
There were no public comments.

AGENDA

Mr. Bennett moved to approve the May 8, 2019 minutes. Seconded by Mr. Oleson. The motion carried.

2. FFY19-22 TIP Amendment for Tower Terrace Road Interchange
Mr. Whyte shared a presentation on the FFY19-22 TIP Amendment for the Tower Terrace Road Interchange.

Mr. Oleson moved to recommend approval of the TIP Amendment. Seconded by Mr. Bennett. The motion carried.

3. Final FFY20-23 TIP
Mr. Whyte shared a presentation on the Final FFY20-23 TIP.

Mr. Bennett moved to recommend approval of the Final TIP. Seconded by Mr. Oleson. The motion carried.

4. FFY20-23 TIP Public Comment Period
Mr. Bennett moved to open the 30-day public comment period for the FFY20-23 TIP. Seconded by Mr. Miller. The motion carried.
5. 2045 Long Range Transportation Plan (LRTP) Project Scoring Criteria
Ms. Darnall shared a presentation on the 2045 Long Range Transportation Plan Project Scoring Criteria. There was an at-length discussion among the Committee about how points are assigned to varying projects that deal with traffic calming elements. Based on the discussion, CMPO staff will make adjustments and intend to discuss at the next Policy Board meeting, and if the Policy Board is not comfortable, additional adjustments can be made and grant Executive Committee to make the final call.

Mr. Bennett moved to recommend CMPO make adjustments and bring back to Policy Board. Seconded by Mr. Oleson. The motion carried.

Adjournment
Mr. Bennett moved to adjourn the meeting at 9:03 am. Seconded by Miller. The motion carried.

Respectfully Submitted,
Jillane Gilmour
Administrative Assistant II
Agenda Item 2: Open Call for FFY21 – 24 TIP Projects

Background:
It is time to begin the development of the FFY21 – FFY24 Transportation Improvement Program (TIP), which starts with the call for funding requests.

FFY24 funding becomes available for the selected projects in October 2023. The amount of funding by year available is reflected below (allotments are estimates and subject to change until May 2020):

- FFY21 - $25,000 available for roads; $15,000 available for trails; $10,000 available for transit
- FFY22 - $0 available for roads; $0 available for trails; $0 available for transit
- FFY23 - $0 available for roads; $0 available for trails; $0 available for transit
- FFY24 - $2,776,000 available for roads; $1,665,000 available for trails; $1,110,000 available for transit
- **Total available for roads: $2,801,000; Total for trails: $1,680,000; Total for transit: $1,120,000**

Submittals for FFY21 – FFY24 funding requests will be due to the MPO by December 11, 2019 without exception.

Below is the FFY21 – FFY24 TIP schedule:

- 12/11/19 – Receive funding requests from jurisdictions
- January 2020 – TTAC small groups review projects
- 2/6/20 – TTAC reviews requests
- 2/12/20 – Executive Committee reviews requests
- March 2020 – 1st Open House to share information on funding requests
- 4/2/20 – TTAC recommends projects for TIP
- 5/13/20 – Executive Committee recommends projects for TIP
- 5/21/20 – Policy Board approves draft TIP
- June 2020 – 2nd Open House to share information on draft TIP
- 7/16/19 – Policy Board approves final TIP

Budget Impact:

<table>
<thead>
<tr>
<th>LRTP</th>
<th>TIP</th>
<th>TPWP</th>
<th>None</th>
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Committee Action:

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<th>TTAC</th>
<th>Executive</th>
<th>None</th>
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Time Sensitivity:
Issuing call now allows for timely development of the TIP, which is due in July of 2020.

Recommended Action: Open call for funding requests for the FFY21 – FFY24 Transportation Improvement Program.
Application for Surface Transportation Block Grant and Transportation Alternatives

Due Wednesday, December 11th, 2019 (no exceptions)

September 11th, 2019
**Purpose and Need**

The purpose of this document is twofold. The first is to solicit requests from eligible member jurisdictions of the Corridor Metropolitan Planning Organization (MPO) for project funding. The second is to provide the information necessary for review by Corridor MPO Staff, Advisory Committees, the public, and for a funding decision by the Corridor MPO Policy Board. Projects that receive funding from the Corridor MPO will be listed in the Transportation Improvement Program (TIP).

The TIP is a four-year program of federally funded transportation projects in the metro area. The name is derived from the fiscal period that it covers. For example, the Federal Fiscal Year (FFY)12 – FFY15 TIP begins October of 2011 and ends September of 2015. The projects in the TIP can be divided into four basic categories:

- Locally decided projects (by the Corridor MPO)
- Grant/earmark recipient projects (state and federal)
- Transit funding requests to Iowa DOT
- Iowa DOT projects

The Corridor MPO receives three types of federal funding. Surface Transportation Block Grants (STBG) funds are the largest and can be used on road, bridge, transit, bicycle, and pedestrian projects. Transportation Alternatives Program (TAP) funds can only be used on non-motorized related projects. Lastly, TAP Flex funds can be used for road, bridge, transit, bicycle, and pedestrian projects. TAP flex funds for FFY24 will be used as STBG - TAP funding. In FFY24, the Corridor MPO expects to receive $5,089,000 in new STBG funds, $263,000 in new STBG - TAP funds, and $204,000 in new TAP Flex funds. All estimates of funding are tentative until May of 2020. **Based on the current funding policy, the amount of new and old funding for roads, trails, and transit is as follows:**

- FFY21 - $25,000 available for roads; $15,000 available for trails; $10,000 available for transit
- FFY22 - $0 available for roads; $0 available for trails; $0 available for transit
- FFY23 - $0 available for roads; $0 available for trails; $0 available for transit
- FFY24 - $2,776,000 available for roads; $1,665,000 available for trails; $1,110,000 available for transit
- **Total available for roads:** $2,801,000; **Total for trails:** $1,680,000; **Total for transit:** $1,120,000

- **Trail applicants please note** that per Iowa DOT rules you may use TAP funding in any of the available project years. This is made possible as the Iowa DOT, rather than the FHWA, now manages all STBG - TAP funds. **There are $464,000 in STBG - TAP funds in FFY24 that may be used in any TIP year.**

TIP projects come from the fiscally constrained portion of the long-range transportation plan (Connections 2040); requests for funding are submitted annually by jurisdictions. The funding is an 80/20 (federal/local) reimbursement program that is available in October of the previous year it is programmed. October is the beginning of the federal fiscal year. For example, Project X is programmed in FFY15, which means its funds become available in October of 2014. **Please refer to Attachment C for the list of Fiscally Constrained Plan (FCP) projects.**

Per DOT STBG - TAP guidance, provided October 1st, 2017, all MPO funded projects that utilize STBG - TAP funds and have more than 50% MPO funding are eligible to receive up to 30% Statewide TAP funds (usually $1,000,000 per year) on a competitive basis. This 30% funding cannot be used to offset the local 20% matching funds. STBG - TAP projects must be located along a statewide byway or show a positive benefit for a local school. This is an effort from the Iowa Transportation Commission to encourage Safe Routes to School and Iowa Byways projects.

For a project to be included in the TIP a resolution of support from the requesting jurisdiction(s) is required. This resolution of support is vital to show that the jurisdiction will commit itself to completing and maintaining the project.
Additionally, the resolution will streamline the DOT authorization process. Please refer to Attachment H and I for DOT approved resolutions of support.

Draft TIPs are due to the Iowa DOT by June 15th and the final is due by July 15th. The TIP is reviewed and approved by both the Iowa and US DOTs. Typically, two open houses are held to seek input from the public.

The TIP is a living document that is subject to revisions and amendments throughout the year. These changes are due to newly received grants or changes in project timelines.

Your application will formally be approved with the delivery of an Official Notice of Award from the Corridor MPO. Conditions of award include: providing the Corridor MPO with annual status reports on the progress of the project, demonstrating progress on the project within three years of the funding program year or risk revoking of funds, including the Corridor MPO on correspondence with the Iowa DOT, and notifying the Corridor MPO of any changes to the scope of the project, which may require approval by the Corridor MPO Policy Board. Demonstrating progress on a project is defined by having a signed agreement with the DOT.

**Required Information**

The following information is required to receive funding consideration from the Corridor MPO and must be included on the Funding Request Application Form (Attachment A):

- **Project Name** – The Project Name should match what is identified in the Connections 2040 FCP. If the project is only a portion or phase of the identified project then it should include the larger name and the portion submitted for funding consideration.

- **Project Sponsor** – The name of the eligible Corridor MPO member jurisdiction sponsoring the project and providing the local match (minimum of 20% of the cost of the project). If more than one jurisdiction is involved then please identify the lead jurisdiction that will be responsible for project development.

- **Contact Person** – Contact information (name, e-mail, phone number, address) for the project manager.

- **Project Description** – The Project Description should match what is identified in the Connections 2040 FCP or if it is a portion or phase of the identified project then it should clearly identify the limits of the project. The improvements planned as part of the project should be clearly stated (ex: signalization, add travel lanes, add X feet of turn lane, construct trail). It is important to note that projects submitted for funding in the TIP need to match the project description as listed in Connections 2040. Any part of the project outside of the project limits listed in Connections 2040 will not be eligible for funding. Additionally, any projects authorized by the Federal Highway Administration (FHWA) that include federally funded work outside of the project limits as listed in the TIP and the State Transportation Improvement Program (STIP) may be subject to losing all or some of the federal funds for the project. (see Attachment E for more information)

- **Purpose and Need Narrative** – Provide a brief description of the problem the project will address (ex: reduce rear-end collisions) or the goal of the project (support economic development or encourage multimodal transportation) and why it should be funded now. This is also an opportunity to provide an update on the project from when it was originally identified in the Fiscally Constrained Plan.

- **Fiscally Constrained Plan Score** – Identify the FCP score of the project. Please see Attachment C
• **Project Readiness** – Provide summary information on the following:
  - ROW – Is Right-of-Way (ROW) required or has it already been acquired or is it not necessary.
  - Environmental – Is environmental clearance required or has it already been acquired.
  - Local Match (other funding secured) – **Is the local match secured** (minimum of 20% of the project cost) **or when is it anticipated to be secured.** Identify other funding sources (state or federal) that have been received for the project.
  - Public Engagement – What type of public engagement has been used to date or what is the plan to make sure the public is informed of the project and its impacts. Provide the feedback that has been received to date.

• **Project Schedule** – Provide the anticipated project development schedule, please provide estimates by month and year.

• **Funding Requested** – The amount of federal funding that is requested from the Corridor MPO.

• **Estimated Project Cost** – Estimated cost of the project at the level of detail required for the Iowa DOT’s Revitalize Iowa’s Sound Economy (RISE) applications. This means providing a description, number of units, unit cost, and total cost for each item related to the construction of the project including design and a contingency (see Attachment F, which will also be provided electronically). **Project costs and requests should be inflated to the year that funding is requested at an inflation rate of 5% per year.** Please include this as a line item on Attachment F.

• **Location Map** – Attach a map showing the location of the project and its location in the metro area. **Limit map sizes to no larger than 8.5-by-11-inches.**

• **Sketch Plan** – A sketch plan of the project, including cross sections. If the cross section of your facility varies across the project (width, number of lanes, etc.) include a cross section for each situation and identify its location.

• **Resolution of Support** – Provide the appropriate resolution of support. See Attachments H and I for language guidance approved by the DOT. **Member communities may develop their own resolutions of support per Iowa DOT. Trail projects must state that trails will be maintained for at least 20 years.**

• **Digital photographs (minimum of one)** – Please provide photos that will help to explain the existing site conditions of the proposed facility. It is not necessary to include photographs of all aspects or the entire route of a project. Photos submitted should be representative of the project as a whole or should support any particularly compelling or complex project area.

• **Iowa DOT form 240004 (10-17)** – **All trail projects must include Iowa DOT form 240004 (10-17).** This is a requirement as of October 1, 2017 for all trail projects. All requirements of this application and form 240004 must be met. Iowa DOT form 240004 (10-17) is to be turned into MPO staff along with this application. MPO staff will provide reviewed 240004 (10-17) forms to the Iowa DOT. Iowa DOT will provide review, comment, and approval, prior to Policy Board review for funding. All final funding decisions are retained by the MPO Policy Board. This form is a requirement from Iowa DOT and FHWA in order to maintain local control of TAP funding and is enforced statewide. Iowa DOT form 240004 (10-17) can be found [here](#). Please contact MPO staff if you have any questions.
Process

The following process will be used to select projects for funding in the TIP:

- Corridor MPO Policy Board calls for funding requests
- Projects are reviewed by Corridor MPO Staff to verify inclusion in the FCP.
- Projects are reviewed by the Transportation Technical Advisory Committee (TTAC) and Executive Committee, which provide funding recommendations to the Policy Board.
- Policy Board approves funding the project in the draft TIP and solicits public feedback.
- Policy Board approves funding the project in the final TIP and issuance of notice of award.

Application Due Date

Applications must be submitted by December 11th, 2020 (no exceptions) to Brandon Whyte at B.Whyte@CorridorMPO.com and Hilary Hershner at H.Hershner@CorridorMPO.com.

Funding by Year Available

Please select funding for projects from the earliest available funding year that you are actually able to begin planning and engineering (PE), right-of-way (ROW) acquisition, or construction. Please note, that if PE or ROW acquisition can be accomplished in advance of a project’s construction (highly encouraged), funding allocation should reflect that. For example, the CeMar Trail had PE allocated one year in advance of its construction year. Additionally, if any entire project including construction can be funded and accomplished within the allotted funding for a fiscal year, please select the earliest year with funding available. Selecting the earliest achievable funding source will expedite overall project construction.

Increasing Funding for Existing Projects

An increase in funding for projects can only be requested at this time. Please indicate the funding year that additional funding is requested. A single time for all funding requests is required to ensure a competitive allocation of funds.

Advancing Design or Construction of an Existing Project – No Additional Funds Requested

Funding can be reallocated to earlier years for an existing project to advance design or construction only if the desired FFY has funding available. Please indicate the new funding distribution requested by year and project cost. **New total cost must match the originally allocated cost. Through this process no new funding will be awarded.** Funding vacated in the original project year will be made competitively available in next year’s TIP cycle. For example if PE costs $30,000 in FFY18 and $700,000 is unallocated in FFY17 a request can be made to receive $30,000 in FFY17. If approved through the competitive evaluation process, $30,000 will be allocated in FFY17 and $30,000 will be removed from that project’s FFY18 allocation. This newly available FFY18 allocation will be made competitively available in next year’s TIP. Money cannot be moved from a FFY to an earlier one. Earlier unallocated FFY money must be used and a competitive selection process must be applied to allocate funding.
Attachment A - Funding Requests
Please refer to the “Requirements” section on pages 3 – 4 for guidance.

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<th>Project Sponsor (If more than one, please list all and indicate lead sponsor)</th>
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<th>Project Score (Please see Attachment C)</th>
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<td>Local Match</td>
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<td>Public Engagement</td>
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<th>Project Schedule (MM/YYYY)</th>
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<td>ROW Acquisition Start Date Completion Date</td>
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<tr>
<td>Environmental Start Date Completion Date</td>
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<tr>
<td>Construction Start Date Completion Date</td>
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NOTE: All trail projects require [Iowa DOT from 240004 (10-17)] in addition to this application.
Attachment A - Funding Requests (Continued)

Application Form for New Projects

Please refer to the “Requirements” section on pages 3 – 4 for guidance.

Note: please round all funding request to the nearest $1,000.00

Project Name

Funding Requested for Planning and Engineering
$ ______ FFY Requested ______

Funding Requested Right-of-Way
$ ______ FFY Requested ______

Funding Requested for Construction
$ ______ FFY Requested ______

Estimated Total Funding Requested (No more than 80% of Total Project Cost)
$ ______

Estimated Total Project Cost (Includes the federal 80% requested above and the 20% local match)
$ ______

Project costs and requests should be inflated to the year that funding is requested at a rate of 5% per year. Please document this inflation on your cost estimates indicated on Attachment F.

Available Funding:

- FFY21 - $25,000 available for roads; $15,000 available for trails; $10,000 available for transit
- FFY22 - $0 available for roads; $0 available for trails; $0 available for transit
- FFY23 - $0 available for roads; $0 available for trails; $0 available for transit
- FFY24 - $2,776,000 available for roads; $1,665,000 available for trails; $1,110,000 available for transit
- Total available for roads: $2,801,000; Total for trails: $1,680,000; Total for transit: $1,120,000

Trail applicants please note there are $464,000 in STBG - TAP funds in FFY24 that maybe used in any TIP year.
Attachment A - Funding Requests (Continued)

Application Form for Increasing Funds to an Existing Project

Please refer to the “Requirements” section on pages 3 – 4 for guidance.

Note: please round all funding request to the nearest $1,000.00

Project Name

Original Amount Awarded from the MPO

$FFY Awarded

New Funding Requested for Planning and Engineering (Leave blank if no new funding is requested)

$FFY Requested

New Funding Requested Right-of-Way (Leave blank if no new funding is requested)

$FFY Requested

New Funding Requested for Construction (Leave blank if no new funding is requested)

$FFY Requested

Total Additional Funding Requested

$FFY Requested

New Estimated Total Project Cost (Includes the federal 80% requested above and the 20% local match)

$ 

Project costs and requests should be inflated to the year that funding is requested at a rate of 5% per year. Please document this inflation on your cost estimates indicated on Attachment F.

Available Funding:

- FFY21 - $25,000 available for roads; $15,000 available for trails; $10,000 available for transit
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- Total available for roads: $2,801,000; Total for trails: $1,680,000; Total for transit: $1,120,000

Trail applicants please note there are $464,000 in STBG - TAP funds in FFY24 that maybe used in any TIP year.
Attachment A - Funding Requests (Continued)
Application Form for Advancing Design, ROW or Construction of an Existing Project – No Additional Funds Requested

Please refer to the “Requirements” section on pages 3 – 4 for guidance.

Note: please round all funding request to the nearest $1,000.00

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<th>Project Name</th>
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<tr>
<td>Original Amount of Funding Requested from the MPO</td>
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<tr>
<td>Funding Requested for Advancement of Planning and Engineering (Will be deducted from currently funded year)</td>
<td>$       FFY Requested</td>
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<tr>
<td>Funding Requested Advancement of Right-of-Way (Will be deducted from currently funded year)</td>
<td>$       FFY Requested</td>
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<tr>
<td>Funding Requested for Advancement of Construction (Will be deducted from currently funded year)</td>
<td>$       FFY Requested</td>
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<tr>
<td>Total Funding Deducted from Currently Funded Year</td>
<td>$       Currently Funded Year</td>
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<tr>
<td>Estimated Total Project Cost (Both federal and local portions. Cannot be different than original estimated total project cost)</td>
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</tbody>
</table>

Project costs and requests should be inflated to the year that funding is requested at a rate of 5% per year. Please document this inflation on your cost estimates indicated on Attachment F.

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- Trail applicants please note there are $464,000 in STBG - TAP funds in FFY24 that maybe used in any TIP year.
Attachment B
Connections 2040 Design Factors

Required Information
In compliance with the Corridor MPO’s Long Range Transportation Plan, Connections 2040, design characteristics need to correspond with those listed in Chapter 7 of Connections 2040. Variances from Chapter 7 are allowed with the Transportation Technical Advisory Committee’s (TTAC) approval or an official design exception granted from the Iowa Department of Transportation (depending on the nature of the exact design specifications planned for the project).

Please fill in the design factors that will be used for your project below.

What basic set of design factors will be used for this project? (see page 7-11 of Connections 2040 for guidance)
Base Design Factor Used (click for dropdown list): Rural Road

Please list the typical dimensions used in your project (deviations from the typical cross section do not need to be listed here):

Posted Speed:
Parking Width (If provided):
Transit - Is the project on a bus route? If so what accommodations will be provided?
Number and Width of Through Travel Lanes:
Median Width (If provided):
Sidewalk - Is this residential or commercial area? How wide will the sidewalks be?
Bicycle - Is the project area designated for bikeways in a local plan?
What, if any, bikeways will be provided?
Roadway Width (Back of Curb to Back of Curb):
Public Frontage Width:
Curb Offset (All Curbs):
Sidewalk Distance from Right of Way Line:
Is this a Truck Route?
Will an Integral Curb and Gutter be used?
Will Durable Pavement Markings be used?
Are any design exceptions required from Iowa DOT?
Are any design variances required from TTAC?
Attachment C
Connections 2040 Fiscally Constrained Roads, Trails, and Transit Plans
Please refer to chapter 10 of Connections 2040 for greater details. Click below or point your browser to:

Attachment E – Authorization Information Accuracy

From:     Hodholm, Gal (DOT)
To:       Hodholm, Gal (DOT)
Subject:  Authorization Information Accuracy
Date:     Friday, June 15, 2012 12:05:27 PM

TO:       County Engineers, City Representatives, and Consultants

CC:       District Local Systems Engineers, Service Bureau,
          and Office of Local Systems

FROM:     Office of Local Systems

SUBJECT:  Authorization Information Accuracy

DATE:     June 15, 2012

In the past the Iowa Division Office of the Federal Highway Administration (FHWA) has assisted the Iowa DOT by double-checking authorization requests for Federal funds to ensure that all the information was correct. FHWA staff recently informed us of some staff reductions in their office which will eliminate the extra checking they have been doing of Federal-aid project authorization requests.

Effective with the July 17, 2012 letting the FHWA will authorize projects based solely on the information the Iowa DOT provides with its request for authorization. They will then do post-award reviews to determine if the Iowa DOT has an effective process to ensure the project information entered for the authorization request is correct. If incorrect information was furnished for an authorization request, this may result in the withdrawal of some or all of the project’s Federal funds.

Examples of errors that may result in the withdrawal of Federal funds include, but may not be limited to, the following:

1. **Not having NEPA clearance.** Federal regulations require the National Environmental Policy Act (NEPA) process to be complete before proceeding with final design, right-of-way acquisition, or construction.

2. **Work that extends beyond the project limits reviewed for NEPA.** The
physical limits of work may not extend beyond the area reviewed for the project as part of the NEPA process.

For a single project, this applies to all of the work included in the project, including any work associated with a non-participating division.

If multiple projects are being combined into one contract, the non-Federal-aid project(s) are not subject to this requirement, provided the conditions listed in our May 4, 2012 memo, “NEPA Clearance on Combined Projects” are met. Therefore, it is very important that limits of work shown on the plans match the description used for the NEPA process, as shown on the Concept Statement or other environmental documents, if applicable.

3. **Not being in the STIP.** Federal regulations require that all Federally funded projects be included in the Statewide Transportation Improvement Program (STIP).

4. **Federally funded work extends beyond the approved project limits as shown in the STIP.** The physical limits of all work included on the project plans should match the project description included in the STIP. Non-Federally work is recommended, but not required to be reflected in the STIP description. However, all Federally funded work must be included within the limits of the project description in the STIP.

5. **Federal funds authorized exceed the amount of Federal funds programmed in the STIP by more than 30%.** Most local public agency (LPA) Federal-aid projects have what is often referred to as a “STIP Limit”. This means the Iowa DOT’s request to obligate Federal funds will not exceed the amount of Federal funds shown in the STIP under any circumstances. So for projects that have a STIP limit, this error is not very likely.

    However, county Highway Bridge Program (HBP) projects are more at risk for this type of error. Since counties receive an annual allocation of HBP funds and select their own projects for HBP funding, these projects are not held to the STIP limit. Therefore, when preparing check or final plans, counties should compare the amount of HBP funds programmed for their project with the detailed estimate that is prepared for letting. If 80% of the eligible project costs exceeds the amount of HBP funds programmed by more than 30%, the STIP should be amended to adjust the cost estimate and the amount of HBP funds programmed accordingly. If other project
activities have been previously authorized or will be requested for Federal authorization (e.g. design engineering, construction engineering, right-of-way, etc.) these activities should also be included in this calculation.

6. Incorrect funding code used. Ordinarily, the project number assigned by the Iowa DOT indicates the type of Federal funding that will be used. Based on the project number, Iowa DOT staff will obligate funds using the applicable Federal appropriation code. However, if more than one type of Federal funding is to be used on a project, the LPA shall specify all types of funding that are to be used. In addition, if more than one type of Federal funding can be used for the same category of bid items, the LPA shall specify the order in which the funds should be used. The types of Federal funding should be communicated to the Iowa DOT as early as possible, but in no case later than the final plan stage.

The Iowa DOT Administering Office reviews project information before submitting an authorization request, but in general it relies heavily upon the information provided by the local agency. Therefore, it is especially important for LPAs to review the information submitted to the Iowa DOT for accuracy prior to requesting FHWA authorization or submitting Federal-aid projects for letting.

If you have any questions, please do not reply to this note; instead, you may contact Donna Buchwald at 515-239-1051 or Donna.Buchwald@dot.iowa.gov.

Sincerely,

M.J. “Charlie” Purcell
Director, Office of Local Systems
Iowa Department of Transportation
515-239-1532 charlie.purcell@dot.iowa.gov

Mailings are available at the Office of Local Systems Weekly Mailings web page at:
http://www.iowadot.gov/local_systems/mailing/main_mailing.htm
## Attachment F – Estimated Project Cost

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Total: $0.00
Attachment G – Funding Policy

Amendments to the Vision Plan & Fiscally Constrained Plan
Please refer to chapter 11 pages 11-10 and 11-11 of Connections 2040 for greater details. Click below or point your browser to:

Attachment H – DOT Approved Resolution of Support - Trails

City (or County) of __________
Linn County, Iowa

Resolution No. ______________________

Authorizing application to Corridor Metropolitan Planning Organization for regional transportation funds and committing to provide local matching funds contingent upon award and acceptance of transportation grant funds.

(Your community can be specific to whatever is currently used in your community)

WHEREAS, the City (or County) of __________________, (your city/county) Iowa is applying to the Corridor Metropolitan Planning Organization for $_________________ (amount of money) of federal Surface Transportation Block Grant (STBG) or Transportation Alternatives Set-Aside (TA) funding to _________________ (what you are doing, i.e. construct the Hoover Nature Trail) from _________________ to ___________________.

WHEREAS, the City (or County) has the legal jurisdiction and authority to construct, finance, operate and maintain the proposed recreational trail within ___________ (your community’s name, i.e. Ely) city (or county) limits for a minimum of twenty years.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY (or County) OF ___________, IOWA, as follows:

1. That the City (or County) of __________, Iowa agrees to conform with the regulations, statutes, terms, and conditions described in the application and instructions.

2. Comply with conditions of accepting transportation funding from the Corridor Metropolitan Planning Organization.

3. That the City (or County) commits to provide the matching funds of $___________________ (your local match at least 20% of total project cost) proposed in the funding application contingent upon award, and acceptance, of federal STBG or TA funding for the above mentioned project. The City (or County) of _____________ is under no obligation to perform said project if _____________’s (city/county name) application for funding is not approved.

4. That if federal STBG or TA funds are approved for the above mentioned project, the required local matching funds will be included in the future Capital Improvements Program, and the City (or County) will adequately maintain the project for its intended public use for a minimum of twenty years following completion.

Aye: (Council members in support)
Nay: (Council members against)
Abstain:
Absent:

Passed and Approved this ______ day of ________, 20__

______________________________
(Name and position here)

Attest:__________________________
(Name and position here)
Attachment I – Resolution of Support for Non-trail Projects

City (or County) of __________
   Linn County, Iowa

Resolution No. ____________________

Authorizing application to Corridor Metropolitan Planning Organization for regional transportation funds and committing to provide local matching funds contingent upon award and acceptance of transportation grant funds. (The above can be specific to whatever is currently used in your community)

WHEREAS, the City (or County) of ____________________, (your city/county) Iowa is applying to the Corridor Metropolitan Planning Organization for $_________________ (amount of money) of federal Surface Transportation Block Grant (STBG) to _________________ (what you are doing, i.e. construct Hwy 100) from _______________ to ______________ (list both termini of project).

WHEREAS, the City (or County) has the legal jurisdiction and authority to construct, finance, operate, and maintain the proposed facility within ___________ (your community's name, i.e. Ely).

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY (or County) OF ___________, IOWA, as follows:

1. That the City (or County) of __________, Iowa agrees to conform with the regulations, statutes, terms, and conditions described in the application and instructions.

2. Comply with conditions of accepting transportation funding from the Corridor Metropolitan Planning Organization.

3. That the City (or County) commits to provide the matching funds of $___________________ (your local match at least 20% of total project cost) proposed in the funding application contingent upon award, and acceptance, of federal STBG funding for the above mentioned project. The City (or County) of ___________ is under no obligation to perform said project if ___________'s (city/county name) application for funding is not approved.

4. That if federal STBG or TA funds are approved for the above mentioned project, the required local matching funds will be included in the future Capital Improvements Program, and the City (or County) will adequately maintain the project for its intended public use for a minimum of twenty years following completion.

Aye: (Council members in support)

Nay: (Council members against)

Abstain:

Absent:

Passed and Approved this _______ day of ________, 20__

__________________________________________
   (Name and position here)

Attest:

__________________________________________
   (Name and position here)