**MVRPC SUBALLOCATED FUNDING PROJECT APPLICATION**

**(Non-Transit Projects)**

**INSTRUCTIONS:** All materials included in the application must be in 8.5” x 11” format and 3-hole punched. Complete the application form and all required information outlined herein and submit **one hard copy and one electronic copy per application** to MVRPC, attention: Paul Arnold, 6 North Main Street, Suite 400, Dayton, OH 45402

**Please note: MVRPC requires that all projects:**

* Are included or justified in a local plan or program
* Comply with MVRPC’s Regional Complete Streets Policy
* Upon funding approval, applicants are required to attend Biannual Project Review meetings

Applicant Date

Mailing Address City-State Zip Code

Contact Person Title Phone Email

Proposal Name

Proposal Location Begin Log Point End Log Point

Functional Class Current ADT Design Year ADT

Before Speed After Speed

Is the project in MVRPC’s 2050 Long Range Transportation Plan?  LRP Project #

If sufficient funds are not available for the entire project, could a portion split into phases? If yes, please provide phased funding scenarios in your application.

Have there ever been industrial or commercial development areas along the project corridor? If yes, please check Ohio Regulated Properties Search (<http://gis3.dot.state.oh.us/rmr/>) and list any findings by attaching the reports to your application.

Are you requesting federal funding for use on a traffic signal project or a project including traffic signal work?          If yes, please provide a copy of the traffic signal warrant analysis for all intersections where signal work is being proposed with your application.

Is your project adding or removing vehicle capacity?          If yes, please provide a copy of the before/after HCS analysis with your application or within 60 days of project approval.

Has your jurisdiction completed and is implementing an ADA Transition Plan?  If yes, please provide a copy or link to your ADA Transition Plan with your application. If no, enter estimated date for completion of an ADA Transition Plan. **For more information, see Appendix G of MVRPC’s Suballocated Funding Policy and Procedures.**

**Please identify the fund source you anticipate this project to be funded under:**

# Carbon Reduction (CR)

# Surface Transportation Program (STP)

# STP Resurfacing Program

# Transportation Alternatives Program (TA)

**In the space below, provide a short description (1-3 sentences) of the project. (Additional detailed description also required as an attachment to the application.)**

**In the space below, provide a short description (1-3 sentences) of the need and benefits of the project. (Additional detailed description also required as an attachment to the application.)**

**In the space below, provide a short description of the anticipated R/W acquisition needs for delivery of the project. Include temporary R/W parcels that may be required to construct the project. Summarize anticipated work to be performed outside the existing R/W limits.**

**Please identify how this project complies with MVRPC’s Regional Complete Streets Policy (STP/CMAQ only):**

# Project includes complete street elements that address the needs of all users.

# Project requests one or more exceptions to the Complete Streets Policy.

**The application shall address all of the following criteria:**

In order for MVRPC staff to properly evaluate your project, the application should address all of the following:

* Complete and detailed description of the proposed project and its relation to the intermodal transportation system and any other phases of the project. Location maps, elevations, photographs included, as necessary, to fully illustrate the project.
* Complete and detailed breakdown of the proposed construction/implementation costs inflated to year of expenditure - certified by a professional engineer – including funding sources.
* Complete and detailed description of the project’s characteristics and benefits and how it is included or justified in a local plan or program. Description of how the project will be coordinated with a neighboring jurisdiction if project ends at or crosses a corporation line.
* The anticipated month and year, when the project will be ready for construction (if needed, please contact MVRPC for direction on this issue). Include the present status of property ownership and plan preparation.
* A certified copy of a resolution from the applicant’s governing body authorizing the submission and local prioritization of the application(s) for MVRPC’s STP/CMAQ/TA/CR funds and committing to share in the project cost.
* Complete the Intelligent Transportation System (ITS) project identification worksheet below.

**IMPORTANT FUNDING INFORMATION**

**The amount of federal funds available for reimbursement for a project will be capped at the MVRPC Board approved amount. It is expected that all cost estimates will be reliable, well researched, inflated to year of expenditure and not expected to increase. In addition, cost estimates must be certified by a professional engineer, architect or appropriate professional discipline. When compiling cost estimates, please take into consideration that there can be significant costs associated with compliance of federal regulations. Failure to account for such costs may result in your application’s approval with insufficient funds to enable the project to be realized. All cost overruns realized at bid opening will be the sole responsibility of the project sponsor. Once approved, a project’s scope can not be changed without the Board’s approval.**

In order to correctly fill out the funding tables below, begin by filling out the Total $ for each phase. Then take that number and apply the desired Federal % of funding you are seeking (must be a whole number). The result is then entered in the cell for Federal $. Continue across the row in the same manner to complete the Local % and Local $ figures.

**STP/CMAQ Project Funding Detail**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PHASE** | **TOTAL****$** | **FEDERAL PRO-RATA** (3) | **FEDERAL****$** | **LOCAL PRO-RATA** (3) | **LOCAL****$** | **TOTAL****PRO-RATA** |
| Preliminary Engineering | **$** | **%** | (1)**$** | **%** | **$** | **100%** |
| Right-of-Way | **$** | **%** | (1)**$** | **%** | **$** | **100%** |
| Construction | **$** | **%** | **$** | **%** | **$** | **100%** |
| Construction Engineering(See footnote (2) below) | **$** | **%** | **$** | **%** | **$** | **100%** |
| **TOTAL** | **$** |  | **$** |  | **$** |  |

 **(1) These phases are not typically funded with MVRPC’s STP/CMAQ Funds.**

 **(2) Construction Engineering (CE) costs should be calculated based on the guidance on the following page. The requested % Federal participation in CE must be the same as the requested % Federal participation in Construction unless the CE will be 100% Local.**

 **(3) Numbers shown in these columns must be whole numbers.**

**CR/TA Project Funding Detail**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PHASE** | **TOTAL****$** | **FEDERAL PRO-RATA** (2) | **FEDERAL****$** | **LOCAL PRO-RATA** (2) | **LOCAL****$** | **TOTAL****PRO-RATA** |
| Preliminary Engineering | **$** |  |  |  | **$** | **100%** |
| Right-of-Way | **$** |  |  |  | **$** | **100%** |
| Construction | **$** | **%** | **$** | **%** | **$** | **100%** |
| Construction Engineering(See footnote (1) below) | **$** | **%** | **$** | **%** | **$** | **100%** |
| **TOTAL** | **$** |  | **$** |  | **$** |  |

**(1) Construction Engineering (CE) costs should be calculated based on the guidance below. The requested % Federal participation in CE must be the same as the requested % Federal participation in Construction unless the CE will be 100% Local.**

 **(2) Numbers shown in these columns must be whole numbers.**

**Construction Engineering and Inspection % Guidance**

|  |  |  |
| --- | --- | --- |
| ﻿Groups  | Construction less than $1 Million  | Construction greater than $1 Million  |
| A (Table 1)  | 8% of Construction | 8% of Construction  |
| B (All other work-types)  | 10% of Construction  | 7% of Construction  |

Table 1: Group A – Work Types

|  |
| --- |
| **Work Type Name** |
| Mill and Fill  |
| Minor Rehab -Pavement Primary Sys  |
| Resurfacing, Divided Sys  |
| Resurfacing, Undivided System  |
| Pavement Marking  |
| Resurfacing (safety related)  |
| Rumble Strips  |
| Misc. Traffic Control  |
| Chip Seal  |
| Crack Seal  |
| Pavement, Shoulder Sealing and/or Repair  |
| Preventive Maintenance  |
| Reactive Maintenance  |
| Minor Rehab -Pavement General Sys  |

**ITS Project Identification Worksheet**

**Does the project include any of the following ITS components? Check all that apply.**

|  |
| --- |
| High-Risk ITS Projects |
| **** | Adaptive Traffic Signal Control system. | **** | Regional transit systems. |
| **** | New freeway management systems (FMS). | **** | Any Low-Risk project that provides additional functionality than what is covered in the approved Functional Requirements document for that project category. |
| **** | Traffic signal systems that requires integration with other systems, e.g. FMS or RWIS. | **** | Any project that requires new or unproven hardware, software or interfaces. |
| **** | Ramp meter systems that require integration with adjacent traffic signal systems(s). | **** | Any project for which functional requirements and operations & management procedures have not been documented. |
| **** | Regional traffic signal system (as opposed to an arterial traffic signal system) that has the potential to affect geographic areas outside of the maintaining agency. | **** | Any project not considered Exempt or Low-Risk under the Programmatic Agreement. |
| Low-Risk ITS Projects |
| **** | Closed loop arterial traffic signal system. | **** | Traffic signal system with Emergency Vehicle Pre-emption. |
| **** | Centrally controlled arterial traffic signal system. | **** | Traffic signal system with Transit Priority. |
| **** | Highway Rail/Traffic Signal Pre-emption. | **** | Ramp Meter system. |
|  |
| **** | None of the above apply |

**NOTE: A project with one or more ITS components is required to comply with the guidelines for Regional ITS Architecture conformity as outlined in Part 13 of the ODOT Traffic Engineering Manual (Revised July 19, 2024).**

**PROVIDE THE ANTICIPATED PROJECT SCHEDULE**

Schedule based on Traditional ODOT programming

**ACTION MONTH AND YEAR**

MVRPC Approval Date March, 2026\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Programmed into ODOT’s \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­

Ellis System Within 90 days of project approval

Consultant Authorized/Begin Design \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­

Environmental Document Approved Date \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­

Typically 9-12 months after Stage 1 level design with all required plan and profile elements

Stage 1 Plans Approved \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Within 12 months of consultant authorization

Stage 2 Plans Approved \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

 Typically 6 months after Stage 1 Approval

Begin R/W Acquisition \_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Follows approval of NEPA and Final R/W plans and

requires the LPA to have acquisition consultants selected and authorized

Stage 3 Plans Approved \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

 Typically 6 months after Stage 2 Approval

R/W Acquisition Complete \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

 Typically 12-18 months after Begin R/W Acquisition

Plan Package Submitted to District \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

 Follows Completion of R/W Acquisition

Plans to Central Office Date (Plan File) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_

 45 days after submission to District

Sale Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_

 Typically 3 months after Plan File

Award Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_

 Typically 1 month after sale date

**For help filling out the above schedule, please contact MVRPC or your appropriate ODOT District office. If you plan to program your project as “Local-Let” be advised that your jurisdiction must be certified by ODOT prior to programming. An accurate project schedule will help MVRPC keep the TIP fiscally balanced, reducing the possibility of project delays and relieving the need for future TIP amendments**