**MVRPC SUBALLOCATED FUNDING PROJECT APPLICATION**

**(For 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** of the completed 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
* Include pedestrian/bicycle friendly design features (where appropriate)
* Upon funding approval, applicants are required to attend Biannual Project Review meetings as setup by MVRPC staff

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

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.

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)

# Transportation Alternatives (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.)**

**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 table 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.

**Project Funding Detail**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PHASE** | **TOTAL****$** | **FEDERAL PRO-RATA** (1) | **FEDERAL****$** | **LOCAL PRO-RATA** (1) | **LOCAL****$** | **TOTAL****PRO-RATA** |
| Purchase (vehicle only) | **$** | **%** | **$** | **%** | **$** | **100%** |
| Project Administration | **$** | **%** | **$** | **%** | **$** | **100%** |
| Implementation | **$** | **%** | **$** | **%** | **$** | **100%** |
| **TOTAL** | **$** |  | **$** |  | **$** |  |

1. **Numbers shown in these columns must be whole numbers.**

**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 TRANSIT PROJECT SCHEDULE**

**ACTION MONTH AND YEAR**

MVRPC Approval \_ March, 2026

ODOT Approval \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CMAQ Eligibility (FHWA / USEPA) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FTA Programming approval \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ODOT Request for FHWA/FTA Transfer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FHWA/FTA Transfer Approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Environmental Submittal (if applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Environmental Approval (if applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FTA Grant Award \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_