DARKE-PREBLE-SHELBY RTPO CAPITAL PROGRAM APPLICATION

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: Hannah Wilson, 6 North Main Street, Suite 400, Dayton, OH 45402

Please note: Upon funding approval, MVRPC requires that all 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 the DPS 2050 Regional Transportation Plan?_____ RTP Project #_____

If you are submitting 2 project applications, please indicate the priority of each project as a 1 or 2 on the line below. The project you assign a 1 should be your highest priority project and it will receive extra consideration. _____

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.

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.

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 D of MVRPC's Darke-Preble-Shelby RTPO Capital Program Policy and Procedures.

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—including how the project addresses 1 or more goals of the DPS 2050 RTP (see Appendix A of the Capital Program Policies and Procedures). 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.

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, and 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 the DPS RTPO Capital Program 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 cannot 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.

RSTP Project Funding Detail (Non-Transit)

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

PROVIDE THE ANTICIPATED PROJECT SCHEDULE

Schedule based on Traditional ODOT programming

ACTION	MONTH AND YEAR
MVRPC Approval Date	**December 2025**
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

RSTP Project Funding Detail (Transit)

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.

PROVIDE THE ANTICIPATED TRANSIT PROJECT SCHEDULE

ACTION	MONTH AND YEAR
MVRPC Approval	December 2025
ODOT Approval	
FTA Programming approval	
ODOT Request for FHWA/FTA Transfer	
FHWA/FTA Transfer Approved	
Environmental Submittal (if applicable)	
Environmental Approval (if applicable)	
FTA Grant Award	

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.
- ☐ New freeway management systems (FMS).
- ☐ Traffic signal systems that requires integration with other systems, e.g. FMS or RWIS.
- ☐ Ramp meter systems that require integration with adjacent traffic signal systems(s).
- ☐ 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.
- ☐ Regional transit systems.
- ☐ Any Low-Risk project that provides additional functionality than what is covered in the approved Functional Requirements document for that project category.
- ☐ Any project that requires new or unproven hardware, software or interfaces.
- ☐ Any project for which functional requirements and operations & management procedures have not been documented.
- ☐ Any project not considered Exempt or Low-Risk under the Programmatic Agreement.

Low-Risk ITS Projects

- ☐ Closed loop arterial traffic signal system.
- ☐ Centrally controlled arterial traffic signal system.
- ☐ Highway Rail/Traffic Signal Pre-emption.
- ☐ Traffic signal system with Emergency Vehicle Pre-emption.
- ☐ Traffic signal system with Transit Priority.
- ☐ 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 January 17, 2025).