**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.

**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.**

**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.**

**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. | **** | 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 January 17, 2025).