CERTIFICATION ACCEPTANCE TRAINING MODULE 1: PLANNING/PROGRAMMING/PROJECT INITIATION

Planning / Programming

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Background

- TIP / STIP What are they
- Federal fiscal year planning/programming Timeline
- Timing of STIP amendments
- Requesting projects early
- Being proactive with planning and programming
- Rollover projects
- MAG closeout funds, initiate the project when they can



Transportation Improvement Program

- The Transportation Improvement Program (TIP) is the MPO's and COG's five-year program of highway, transit, and other transportation projects in the area
- First two years of the TIP are financially constrained
- Last three years are projects in development or illustrative
- The TIP lists Local, State, MPO, and Transit Projects
- May be updated annually



TIP Projects

- Projects listed in the TIP include:
 - Those using federal funds
 - All state and local funded projects that are regionally significant
 - All New capacity projects must come from the LRTP





TIP Requirements

- The TIP must conform to air quality plans
- Must be made available for public review
- Is approved by the MPO/COG board
- Approved by FHWA for Highway Projects
- Approved by FTA for Transit Projects
- Approved by both if Amendment has Transit and Highway projects together



Timing

- July 1 Start of State Fiscal Year
- Federal Fiscal Year Starts October 1 Ends Sept 30
- October / November TAC–RAAC meetings
- Coordination Starts in December
- January / February Air Quality Review Also done in June / July for MAG
- March April May ADOT public Hearings
- June State Transportation Board Adoption



Fiscal Year Begins

July 1

STB approves the Final 5-Year Program for the June immediately starting fiscal vear and submits to Governor. PPAC reccomends Final 5-Year Program to STB

Aviation submits Final Program

MAG Final RTPFP added

Finance provides final updates to forecast

Mid-May

MPD requests DEs to prepare Project Request Forms for the Fiscal Year that begins July 1st¹

Planning for the following year's cycle begins

April and May

Public involvement for all TIPs¹¹

MPD receives feedback and possible changes to the program

March, Joint STB meetings and public hearings in April and May Northern, Central and Southern AZ

> STB adopts Tentative 5-Year Program and forwards to public hearings

February **PPAC adopts Draft Tentative** Program for MPD to present to STB⁹

Finance provides updated forecast

MPD meets with each STB member to present recommended program. Feedback and possible changes are provided to MPD.

January

MAG Tentative **RTPFP** added to Program

Final 5-Year Program is available on the ADOT website and the new fiscal year begins

COGs and MPOs draft TIPs for approval by their Boards and for submittal to ADOT MPD and FHWA

DEs submit Project Request Forms to MPD

July 31

MPD evaluates these lists using 7-8 criteria²

MPD sends requests to sub-program managers (ITD) to submit requests for the 5th year of the upcoming cycle³

August

Finance provides initial forecast of funds available for programming the fifth year

MPD sets the Programming TAC⁴ and RAAC⁵ meetings

Late September or Early October

TAC proposes sub-program funding levels to Management Committee for concurrence/ approval

RAAC funding amount set⁶

October and November

TAC presents draft Tentative Program to Management Committee^{7,8}

Aviation submits **Tentative Program**

December ADOT. MAG. PAG program coordination meetings begin

FHWA and FTA

approve STIP.¹⁰

Request Projects Early

Stage Design 2 years ahead of Construction

Allow for other process

 Environmental
 Right of way
 Utilities



Proactive Programming

- Put into your Capital Improvement plans
- Implement JPA/IGA process early
- Get through all committees
- Have the right signatures
- Projects Ready to advertise



Roll over Projects From one FY to the Other

- Identify projects that are slipping
- Adjust schedules / budgets
- May 15 cut off date for projects, program for the next year if you do not make this date.
- Maximize the use of Obligation Authority for current FY



Triggers and <u>Deadlines</u> for Submittal

- Be early! Make sure you get your requests in for consideration
- **Deadlines** are published in the MAG Transportation Programming Guidebook, updated annually each August: <u>https://www.azmag.gov/TIP</u>
 - **1.** Work with Myrna Bondoc, ADOT MPD
 - 2. MAG completes at least one conformity analysis per year in June, deadlines for submitting changes occur early in the preceding February. This year MAG will complete **Three** conformity analysis'.
- The TIP change form is updated at the conclusion of Regional Council amending the TIP. The form is on the MAG TIP webpage: <u>https://www.azmag.gov/Programs/Transportation/Programming-and-Finance/</u> <u>Transportation-Improvement-Program-TIP</u>



Air Quality Contingent Projects

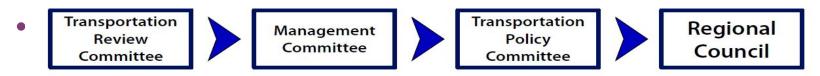
- Information is published in the MAG Transportation Programming Guidebook, updated annually each August: <u>https://www.azmag.gov/TIP</u>
- ALL <u>new</u> Regionally Significant Projects must be included
- All changes to Regionally Significant Projects that:
 - Change location by greater than one-half mile in length,
 - Cross a horizon year (deferral or advancement) for any of the modeled pollutants (contact MAG staff). *For your initial planning purposes assume it does.*
 - Change in project scope that modifies the through traffic. (adding or deleting lanes; watch out for those simple striping projects!) (watch out for road diets!)
 - Deletion of a project (will be captured in next conformity analysis).





MAG Committees

- •Transportation Review Committee (TRC)
- •Management Committee (MC)
- •Transportation Policy Committee (TPC)







MAG Planning Boundary

ADOT'S ArcGIS MAP VIEWER:

How determine if your project falls within the MAG planning boundary.

http://www.arcgis.com/home/webmap/viewer.html?webmap=78fb710a6e7b 4e69a4ec085f91cb37fc&extent=-114.7773,32.1495,-107.8779,35.8462





MAG Process and Documentation

https://www.azmag.gov/Portals/0/Documents-Ext/TIP/Project_ Guidebook_FY2021_FINAL-rev2.pdf

• <u>https://azdot.gov/planning/transportation-planning/tmas-mpos-a</u> <u>nd-cogs/transportation-management-areas-tma</u>





STIP Requirements

- FAST Act requires a 4 year STIP Ended September 30 will be working on Continuing Resolutions until the end of the year.
- STIP consists of MPO & COG TIPs, Indian Reservation Roads Program and Federal Lands Program
- ADOT develops a new STIP every year
- STIP has to be Financially Constraint



STIP Requirements (Continued)

FHWA & FTA review and jointly approve the STIP

 After the STIP is approved changes to projects are processed by STIP amendments



What is a STIP Amendment

- Any new project in the STIP
- Funding changes
- Scope change
- Movement within fiscal years



"Top 10 List" Basic Federal-aid Requirements for Projects

- 1. The Federal-aid Highway Program is a Federal-State Partnership
- 2. States initiate projects and work with CA decide where to use Federal-aid.
- 3. The Federal-aid Highway Program is a reimbursement program.

- 4. FHWA must authorize projects in advance.
- 5. All Federal-aid Projects must be in an approved STIP.



"Top 10 List" Basic Federal-aid Requirements for Projects (Continued)

- 6. All Federal Actions must be covered by an appropriate NEPA Documentation.
- 7. Federal-aid projects must be competitively bid.
- 8. Required Contract Provisions apply to all Federal-aid Projects.
- 9. States or Local Agencies must maintain all improvements constructed with Federal-aid.
- 10. A Federal-aid Highway is defined as any road functionally classified above a Rural Minor Collector or Local Road.



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QUESTIONS



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THANK YOU

