

Local Public Agency Academy

MODULE 1: PLANNING AND PROGRAMMING

MULTIMODAL PLANNING DIVISION

MPD PLANNING

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Multimodal Planning Division

MPD PLANNING

FIVE YEAR FACILITIES CONSTRUCTION PROGRAM

After this presentation you should be able to:

Recognize and Understand the:

- ☐ **WHO**
- ☐ **WHAT**
- ☐ **WHY**
- ☐ **WHERE**
- ☐ **WHEN**
- ☐ **HOW**

Related to the 5 Year Program and the MPD planning process

WHO

- ☐ Financial Management Services
- ☐ State Engineer's Office
- ☐ Multimodal Planning Division
- ☐ District Engineers
- ☐ Statewide Project Management
- ☐ COGs MPOs
- ☐ State Transportation Board

WHAT

- ☐ Decision Making
 - Funding Levels, RIC, Department Policy
- ☐ Capital Improvement Plan for Department (STIP)
- ☐ Project Level

WHY

- ☐ State Transportation Board Policy
- ☐ ARS 28-6951 through 28-6955
- ☐ Annual Requirement
- ☐ ADOT's TIP
- ☐ Federal Requirement for use of Federal Funds

WHERE

- ☐ Organization
- ☐ Multimodal Planning Division
- ☐ Infrastructure Delivery and Operations Division
- ☐ District Involvement
- ☐ COG / MPO Coordination
- ☐ Group Managers
 - Pavement, Bridge, Sign, Rest Area, POE, etc

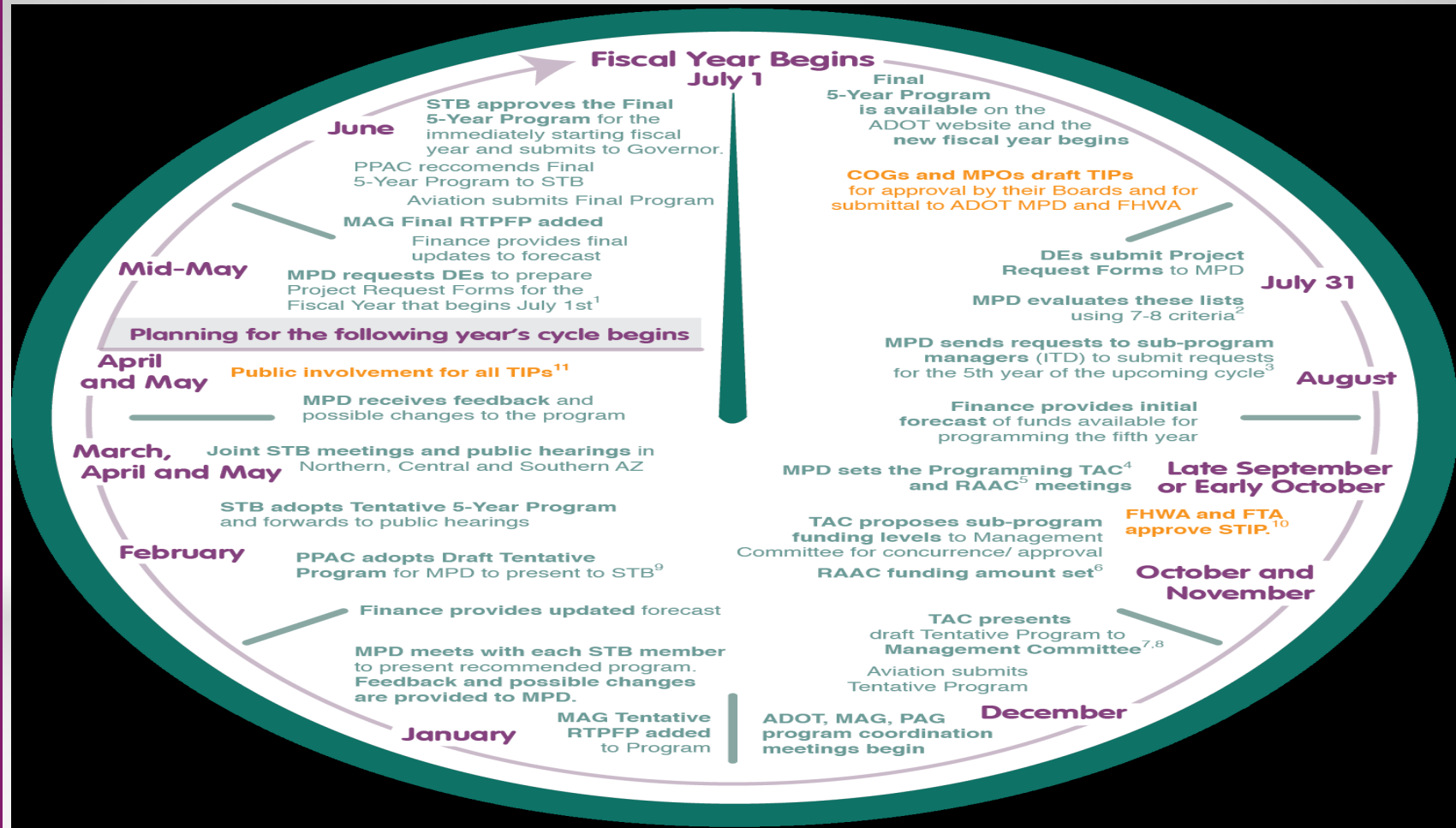
Federal FY vs State FY

Federal Year Starts on October 1 end September 30

State FY Starts July 1 and ends June 30

WHEN

- ☐ July 1 New Program Available
- ☐ July – August Project Evaluation
- ☐ September – October District Workshops – RAAC Meetings
- ☐ December ADOT, MAG, PAG Coordination
- ☐ February PPAC & STB Adopt Tentative Program
- ☐ March, April, May Public Hearings
- ☐ June STB Approves Final Program



HOW

☐ Sub Programs

☐ Block of Money set aside for the use of that type of work

☐ Bridge

☐ Pavement

☐ Port of Entry

☐ Environmental

☐ Right of Way

☐ Utilities

☐ HSIP (Safety)

☐ Rest Area

☐ Group Managers give approval to use

☐ Take to PRB to Establish a project

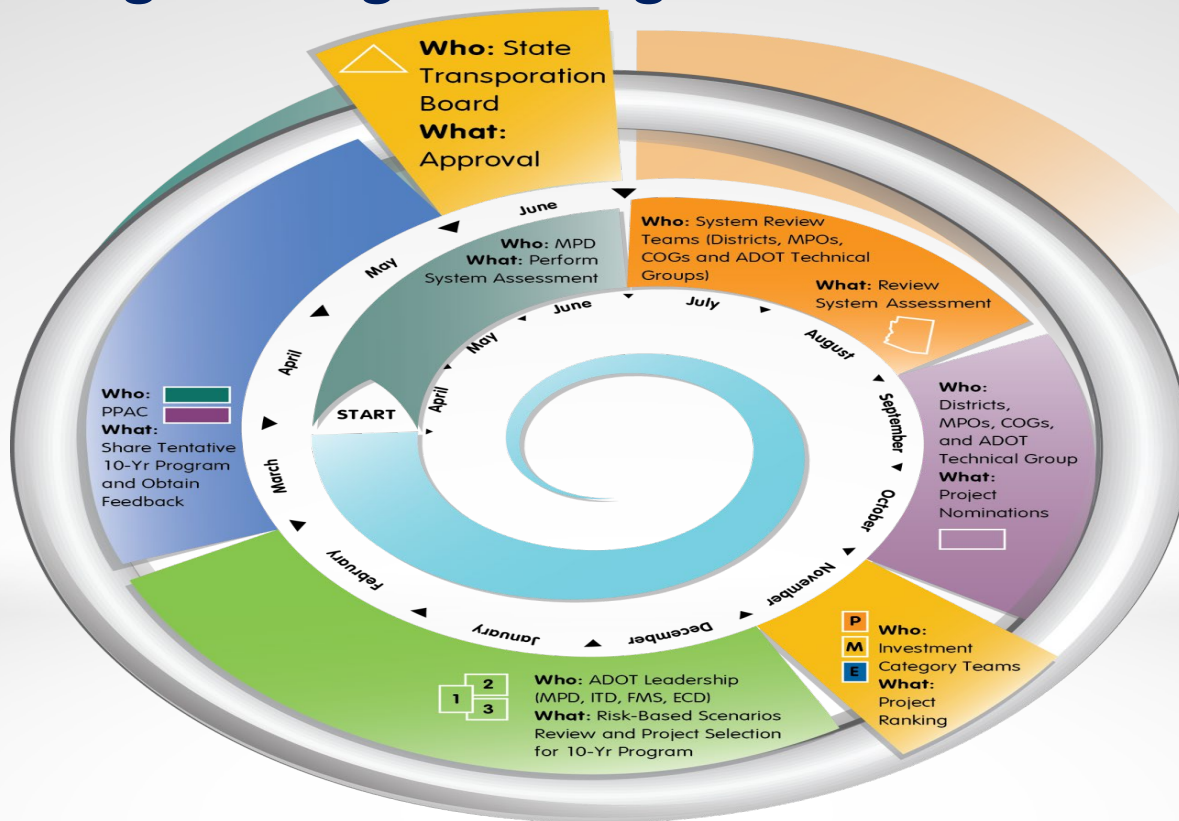
☐ Moves to PPAC for approval (1 Month)

☐ Goes to State Transportation Board (1 Month)

☐ Approved

☐ Coordination with COG's and MPO's

Planning to Programming Process Annual Cycle



TIP vs STIP

TIP= Transportation Improvement Program

- All MPO's Required to do
- Shows how Area going to use Federal \$\$
- Similar to a CIP for Town or City

STIP = State Transportation Improvement Program

- Incorporates all TIP's
- Required to receive Federal \$\$'s

How to Change TIP/STIP

Formal Amendments

- Change in Scope, Schedule, Budget
- Regional Council approval
- State Approval
- FHWA Approval

Administrative amendments

- Minor Changes
- Name Change
- State Approval

Rolling projects from Year to Year

Ideal Situation is to Program the Project in the Year you want to deliver!!

- Early Planning/Programming is Key
- As soon as you know request a TIP amendment
- Must be notified no later than May 15 of the current Year

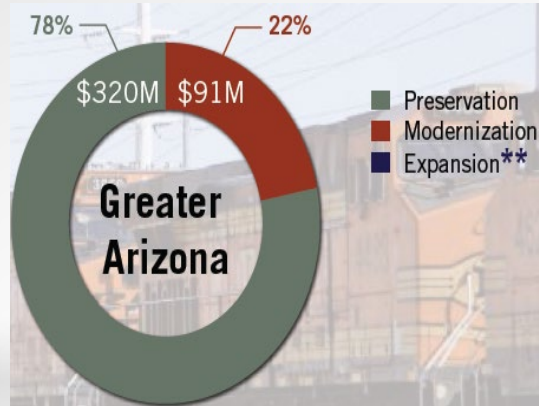
FINANCIAL AND REGULATORY CONSIDERATIONS

FINANCIAL

- LPA projects must first be listed in their regional TIP to be eligible for federal funds.
- If you use any federal funds the project becomes federalized
- Scope and budgets must be aligned.
- Project Development Administration (PDA)
- Schedule slippage can jeopardize project funding
- To be eligible, allowable costs must be reasonable, necessary and directly related to the specific project
- Inactive projects ☹️

What is P2P?

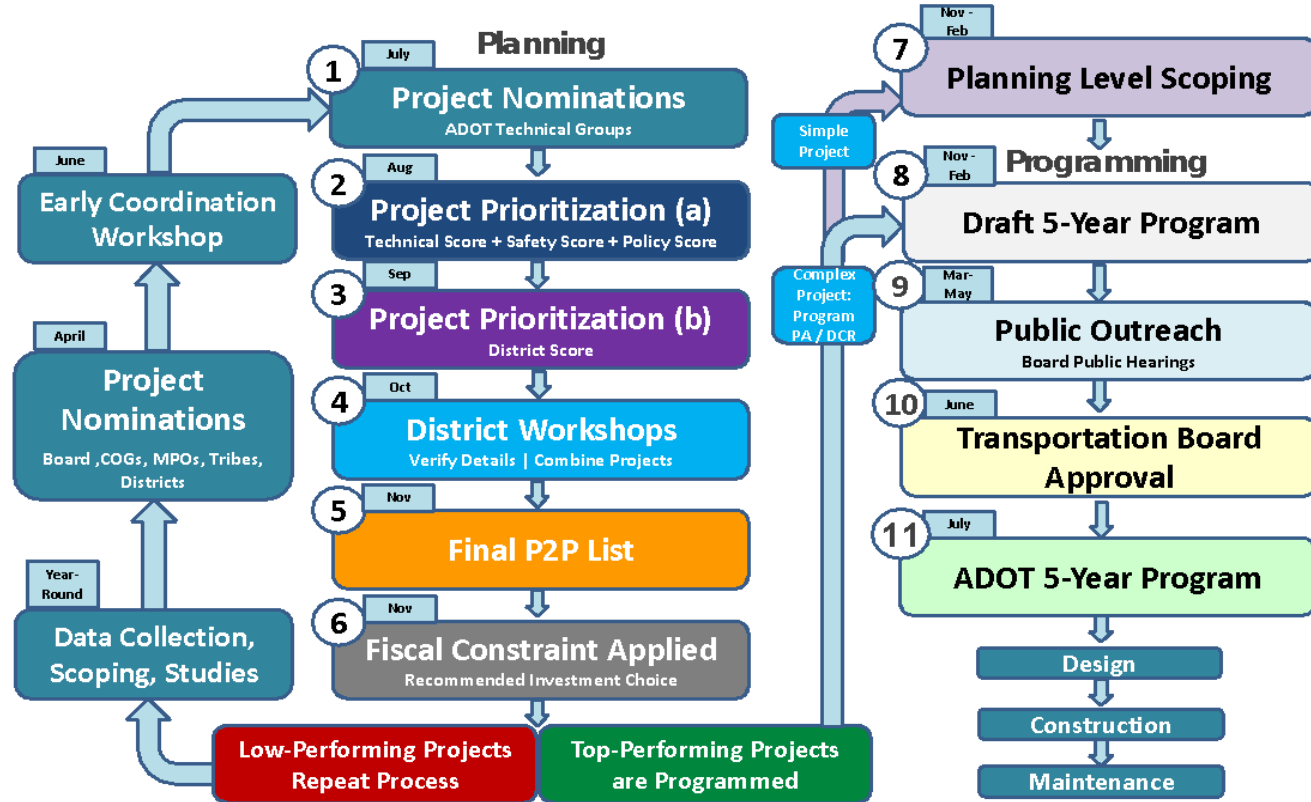
Long Range Transportation Plan



Five-Year Construction Program



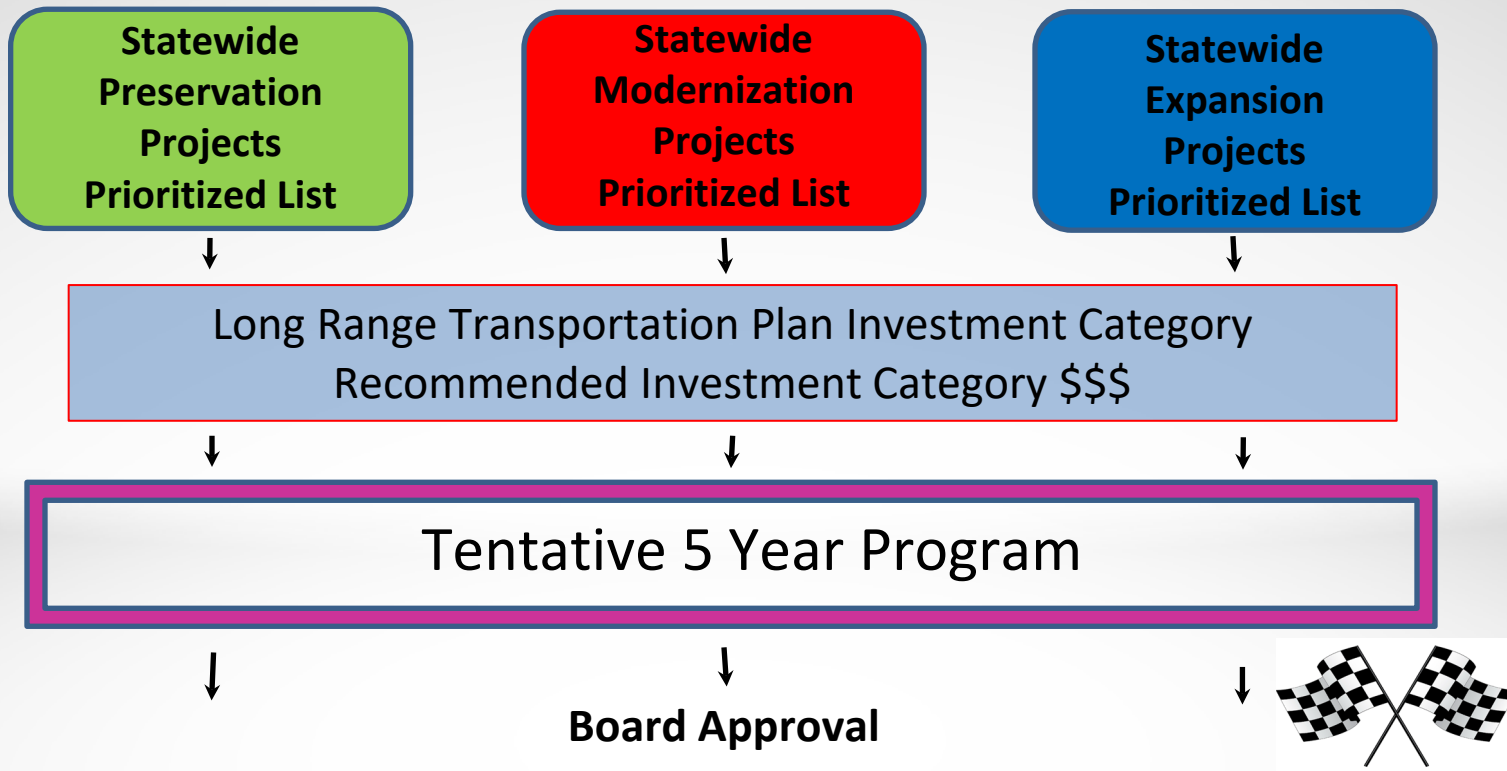
ADOT P2P Process Flowchart



*Expansion projects are prioritized on a five-year cycle, concurrent with ADOT's Long Range Transportation Plan

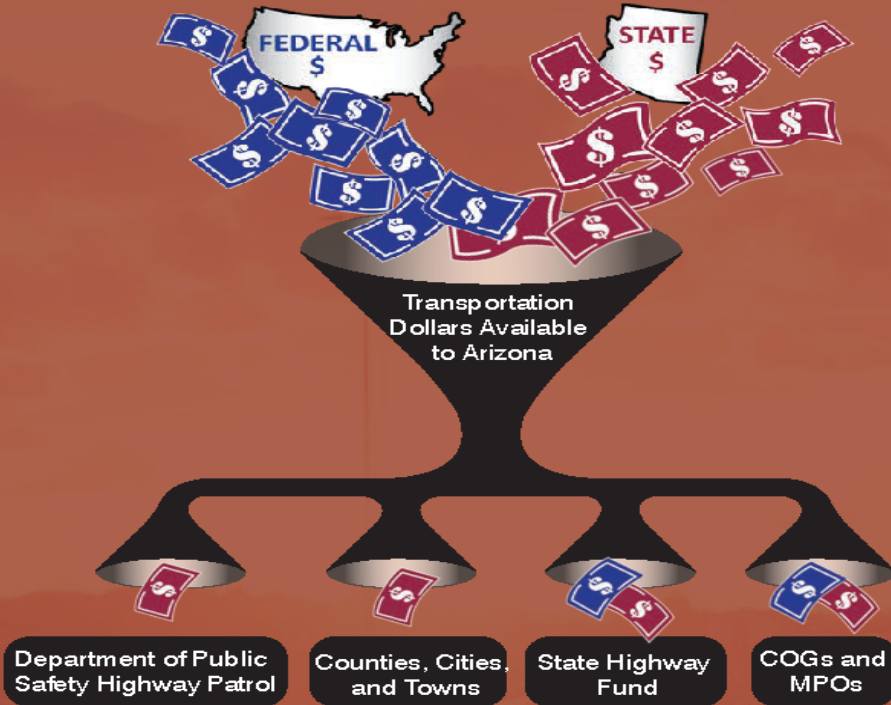
Planning to Programming

L RTP Recommended Investment Choice Application



Revenue Sources

Sources and Distributions of Transportation Funds



Types of Funds

NHPP

National Highway Performance Program

STPBG

Surface Transportation Program Block Grant

Local

State Funds

HURF Exchange Highway User Revenue Fund Contact LPA Section

Transit

5307, 5309, 5310, 5311, etc...

Earmarks

Typically from Congress

Grants

See next slides

Competitive

Programs

Competitive Programs

HSIP Highway Safety Improvement Program
Off System Bridge

- Application, Criteria, Ranking, Election
- Time Frame
- See LPA Web Page for more information

Seeking Federal Grants?

- Read the grant announcement if available
 - Most major grants are announced at www.grants.gov
 - Make sure you can provide local match money (non-federal)
- Visit ADOT website (azdot.gov/grant) for guidance
- Contact ADOT [Grant Coordinator](#) early on

Seeking Federal Grants?

- Complete and submit the online form if you request ADOT for any support, e.g., letter of support, joint-project opportunity
 - Complete PDF form available on the website
 - Email form with necessary attachments
- Allow 30-days to ADOT for a response to your request
 - There is a process in place including reviews by multiple entities
 - PDA cost is required for ADOT pass through projects

Seeking Federal Grants?

- Grant 101 one-hour training is available if you are interested
 - Contact Grant Coordinator via email (grant@azdot.gov) or phone (602.712.8239)

LIFE CYCLE OF THE PROJECT DEVELOPMENT PROCESS

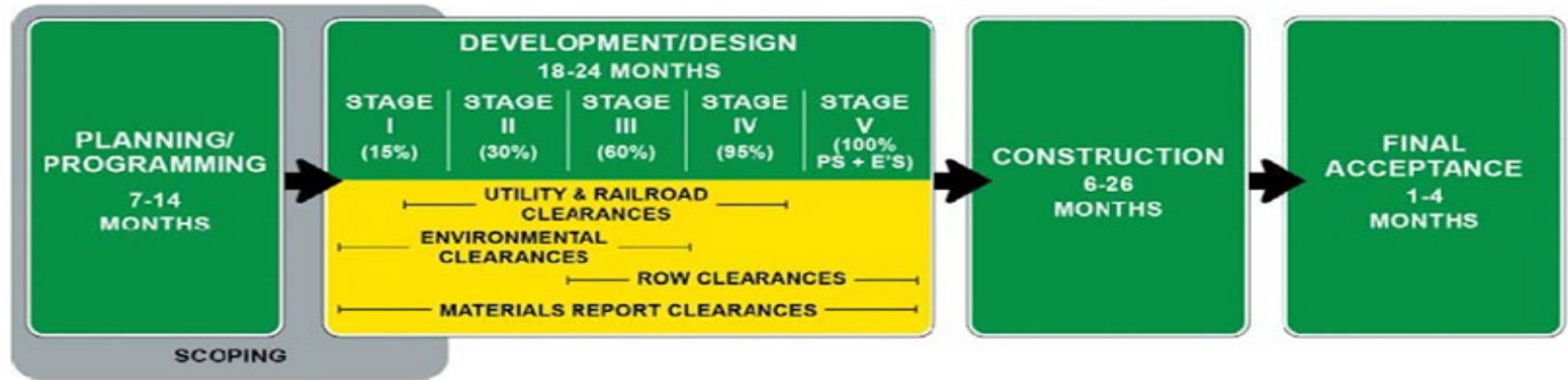


Figure 1-2 Life Cycle of the Project Development Process

OVERSIGHT & MONITORING

- ADOT and FHWA Stewardship and Oversight Agreement
- Compliance is required to keep the money in AZ which is a condition of using federal funds
- Accountability of funds



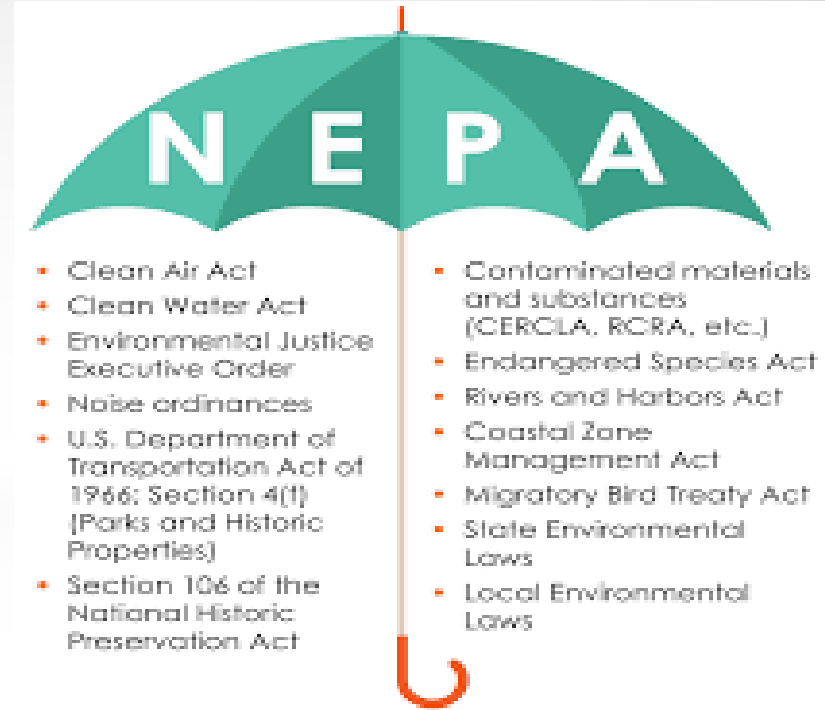
WHAT DOES ACTIVE LOCAL PARTICIPATION LOOK LIKE?

Environmental Documentation

LPA is responsible for preparing compliant environmental documentation

ADOT EPG is responsible for reviewing the documentation; and, analyzing it for NEPA, i.e., level of categorical exclusion needed for the environmental clearance.

LPA has to provide information so ADOT can provide clearances



Two Helpful Resources

Federal-aid Essentials

<https://www.fhwa.dot.gov/federal-aidessentials/>



Local Public Agency Projects Manual



<https://www.azdot.gov/business/programs-and-partnerships/LocalPublicAgency/overview>

QUESTIONS ??

LOCAL PUBLIC AGENCY ACADEMY

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THANK YOU