

# FEDERAL AID PROJECT DEVELOPMENT

**MnDOT Metro State Aid**

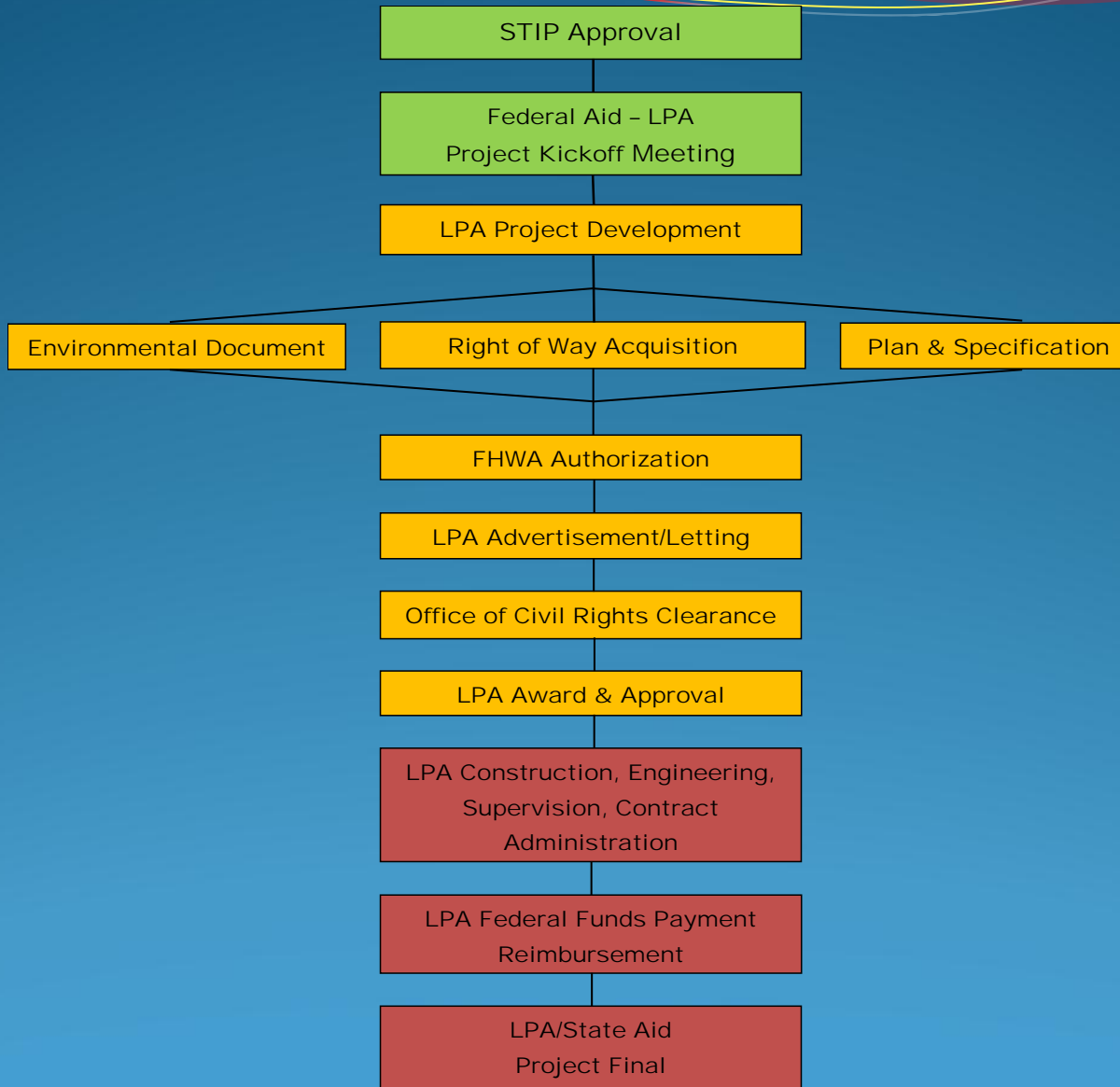
# ***FEDERAL AID FUNDING PROGRAM***

This is a REIMBURSABLE Program

The work has to be completed, and payment made to the contractor, before the Federal dollars are reimbursed.

**This is not a grant!**

# PROCESS OVERVIEW



FOLLOW DELEGATED CONTRACT PROCESS (DCP) CHECKLIST

<http://www.dot.state.mn.us/metro/stateaid/dcp.html>

# ***REGIONAL SOLICITATION APPLICATION***

## **PROJECT SPONSORSHIP**

- Metro State Aid Counties and Cities can sponsor a project
- All others must contact Metro State Aid prior to submitting application to determine if a sponsor is required.
- Project Sponsor administers project using the State Aid Delegated Contract Process (DCP).

# ***SOLICITATION/ APPLICATION***

## **RISK ASSESSMENT**

- Steps reflect a federally-funded project development path
- Points are awarded based on how many steps have been taken toward project implementation.
- Project risks may include 4(f), Railroad, Historic Properties, LAWCON (Land and Water Conservation)

# ***GENERAL FEDERAL ELIGIBILITY***

- Roadway and bike/ped trail grading and surfacing
- Drainage
- Utility replacement due to the project construction
- 2 to 1 tree replacement
  - Shrubbery if necessary for erosion control
- Retaining Walls
- Turf Establishment
- Signals
- Signing/Striping
- Lighting – roadway or pedestrian
  - Ornamental if adopted by city/county policy

# ***MULTI-USE TRAIL/LANDSCAPING ELIGIBILITY GUIDANCE***

- Multiuse Trails and Bicycle Facilities primary role is to provide alternative mode of travel for purposeful trips
  - Trail, drainage, bike racks, shelters, benches, wayfinding signs, turf establishment and shrubbery for erosion control are eligible
  - Excessive landscaping/streetscaping such as fountains, elaborate signing, irrigation and perennial gardens are not eligible

# ***ITEMS NOT FEDERAL ELIGIBLE***

- Engineering
- Right of Way - unless part of transit project
- Surplus Materials (items salvaged and not re-installed)
- Work outside of project limits
  - Work outside of NEPA limits may jeopardize fed \$
- Utility work that is not a direct result of the project
- Utility betterments
  - Replacement in kind only; not upgrades
- Excessively expensive treatments – very extravagant roadway or side street appurtenances
- Proprietary items without an approved PIF or Cert



# ***PROJECT FUNDING***

- Use “Estimate of TAB Eligible Project Costs” form in the front of the application
  - Use 2018 cost estimates for all elements
- % based on Fed Funds vs. Total Project Cost; not to exceed 80% Federal Funds/90% for HSIP
- Federal funds are capped
- Could require STIP amendment later in process if not accurately computed.

# ***PROJECT FUNDING***

## ***Advance Construction (AC)***

- Advancing projects to an earlier Fiscal Year
- Agency funds the project
- Federal Funds reimbursed in the year programmed in the STIP
- Requires an Advanced Construct Agreement
- Must be shown as an AC Project in an approved STIP

# ***PROGRAM YEAR POLICY***

- Intended to manage timely delivery of projects
- Program year is July 1<sup>st</sup> to June 30<sup>th</sup> of year which project is originally programmed in the STIP (ie: FY 2022 = 7/1/2021 to 6/30/2022)
- Projects not ready for authorization June 1st will not be carried over into the next year in STIP without an approved extension

# *Program Year Criteria*

- Environmental Document approved – April 1<sup>st</sup>
  - draft submitted to State Aid by December 1<sup>st</sup> of the program yr
- R/W cert. approved April 1<sup>st</sup> or
  - If applicable, condemnation must be initiated by February 28<sup>th</sup>, with title and possession by June 1<sup>st</sup>
- Final plans submitted/reviewed for standards, eligibility, and structural design – April 1<sup>st</sup>
- Engineer's Estimate – April 1<sup>st</sup>
- Utility Relocation Certificate – April 1<sup>st</sup>
- Permit Applications submitted – April 1<sup>st</sup>

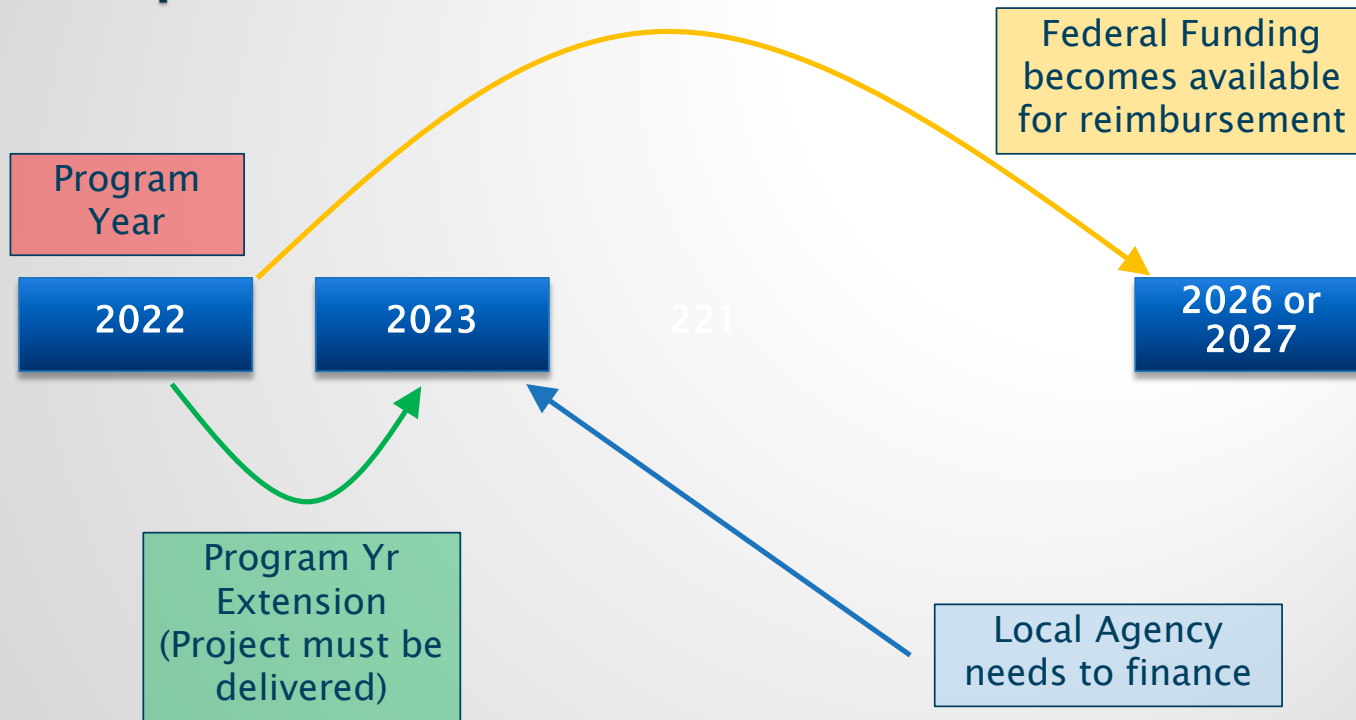
**IF PROGRAM YEAR CRITERIA IS NOT MET, AN EXTENSION IS REQUIRED OR FEDERAL FUNDS MAY BE FORFEITED.**

# ***Program Year Extension***

- Request must be made by December 31<sup>st</sup> of program year & requires TAB Approval
- Agency must demonstrate they have been working with State Aid and made enough progress to be granted an extension (point system).
- Financial implications if extension is granted
  - Agency must deliver project in the next program year, however, federal funds are contingent on the availability of future federal funds.
  - Agency will need to Advance Construct project
- Maximum length of extension is one year
- Only one extension may be granted per project

# Program Year Extension

## Program Year Extension Financial Implications



# *Scope Change Policy*

- Project scope important; projects are scored & selected based on the benefits they provide.
- Project description in Funding Application and the STIP serve as project scope to determine if a scope change or consultation will be required.
- Discuss “ANY” changes with Fed Aid PM
- Scope change requires review/approval by the Met Council committees and requires TAB approval
- Scope Consultation can be approved administratively
  - Adding locally funded work to a project
- Federal Funding may be reduced if major elements are removed or length is reduced significantly

# ***FUNDING APPLICATION VS PROPOSED PROJECT***

Changes from the original funding application could result in a scope change and/or a formal STIP Amendment.

- Project Termini
- Project Elements/Key Connections
- Total Project Cost

**Approval of Scope changes are not automatic; and can be denied.**



# ***FUNDING APPLICATION VS PROPOSED PROJECT***

## **Project Termini**

- Must select a logical termini
- Work outside of termini in the funding application (including locally funded projects) will require a scope change or consultation and “may” trigger a TIP/STIP Amendment.
- Reduction in project length may result in reduction of federal funding

# ***FUNDING APPLICATION VS PROPOSED PROJECT***

## **Project Elements/Key Connections**

- Work types (ie: trail, rest stop, lighting, etc.)
- # of proposed lanes
- Signals vs Roundabouts
- At grade intersection vs. grade separation
- Connections to parks, schools, historic sites
- Expansion or reduction of parking ramp spaces

# ***FUNDING APPLICATION VS PROPOSED PROJECT***

## **Total Project Cost**

- Total cost in application is entered into the STIP.
- FHWA/MnDOT Guidance for STIP Amendments and Administrative Modifications
  - STIP Modification (10-20% increase or decrease in cost)
    - 2 $\pm$  week process
  - Formal TIP/STIP Amendment (10-50% increase or decrease)
    - Follows Met Council process (3 $\pm$  months)