



Federal Aid Project Development

MnDOT Metro State Aid

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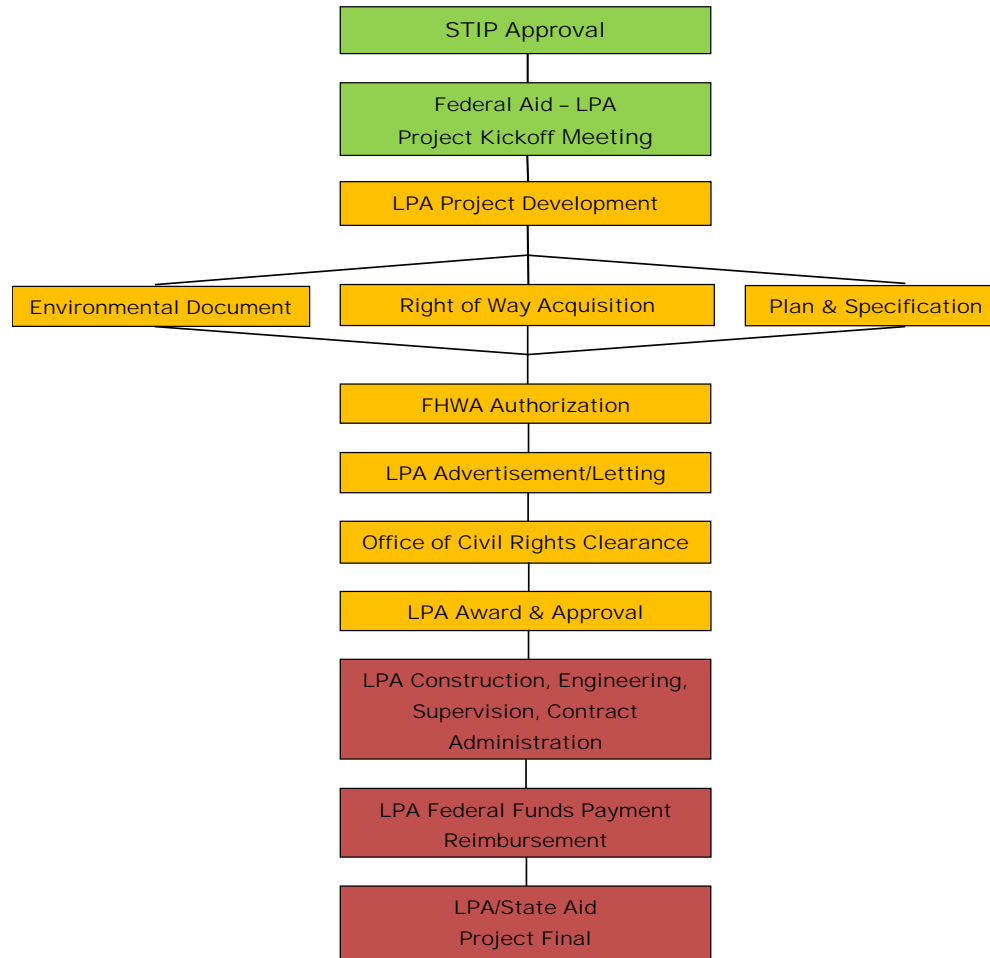
FEDERAL AID FUNDING PROGRAM

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 State Aid Cities can sponsor a project
- All others must contact Metro State Aid prior to submitting application to determine if a sponsor is required.
 - Non-State Aid entity must have approval of project sponsor prior to moving forward with the project.
- 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
- **New this year – Public Involvement**
 - Projects that have been through a public process are more likely than others to be successful.

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

- 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/street-scaping such as fountains, elaborate signing, irrigation and perennial gardens are not eligible

ITEMS NOT FEDERAL ELIGIBLE

- Preliminary or Construction 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~~
 - Proprietary items no longer require a PIF or Cert

PROJECT FUNDING

- Use “Estimate of TAB Eligible Project Costs” form in the front of the application
 - Use 2020 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
- AC Agreement “may” be required for federal \$ greater than \$5M

PROGRAM YEAR POLICY

- Intended to manage timely delivery of projects
- Program year is July 1st to June 30th of year which project is originally programmed in the STIP (ie: FY 2024 = 7/1/2023 to 6/30/2024)
- Projects not ready for authorization June 1st will not be carried over into the next year in STIP without an approved extension
- Program Year extension must be requested by December 31st of the program year

PROGRAM YEAR CRITERIA

By April 1 of the program year, the following documents must be submitted and/or approved:

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

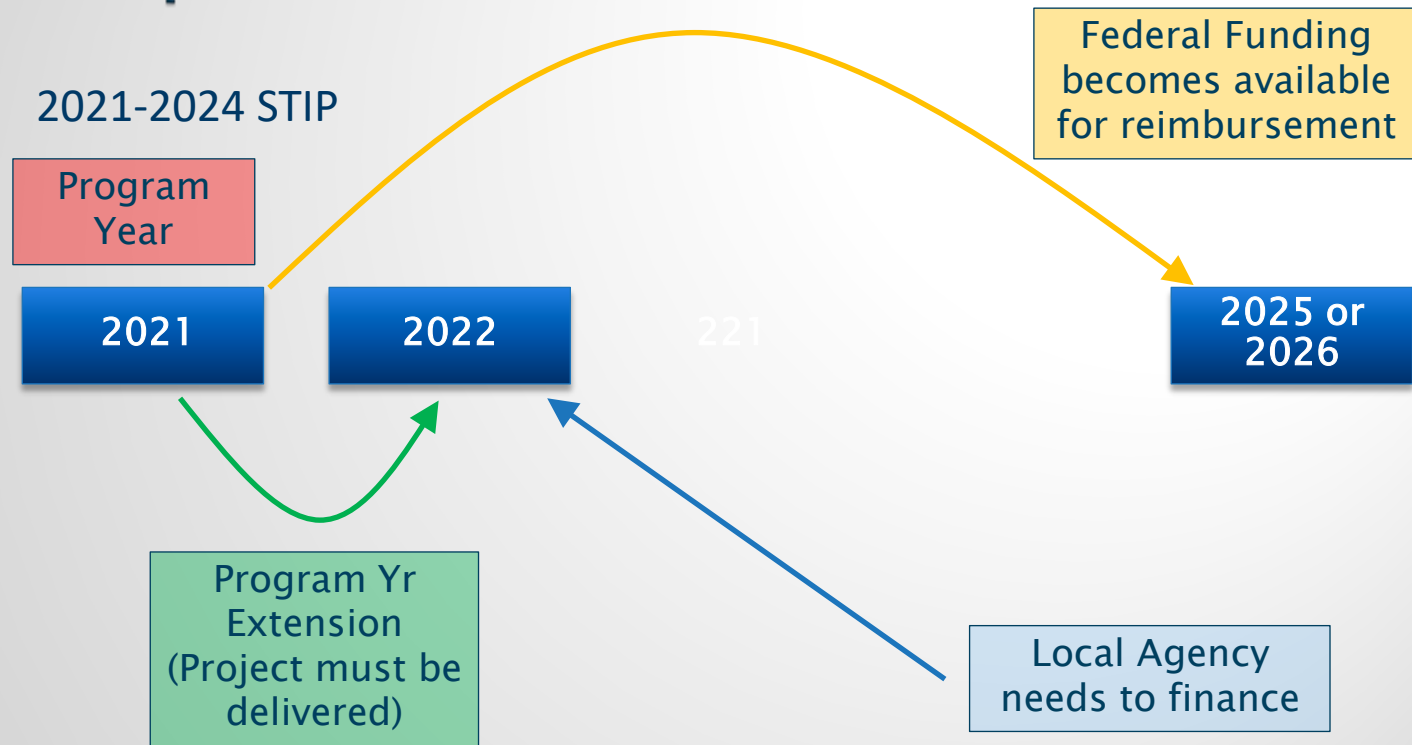
IF PROGRAM YEAR CRITERIA IS NOT MET, AN EXTENSION IS REQUIRED OR FEDERAL FUNDS MAY BE FORFEITED.

PROGRAM YEAR EXTENSION

- Request must be made by December 31st 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

- Projects are scored & selected based on the benefits they provide.
- Project description in Funding Application and the STIP serve as project scope
- Discuss “**ANY**” changes with Fed Aid PM
- Formal Scope change
 - review/approval by the Met Council committees
- Informal Scope Change through consultation process
 - ie: Adding local funded work to a project or minor termini changes (may also require a TIP Amendment)
- Federal Funding may be reduced if major elements are removed or length is reduced significantly

Approval of Scope changes are not automatic. Some may result in the reduction of federal funds

FUNDING APPLICATION VS PROPOSED PROJECT

Key items to consider when identifying original project scope...

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

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 and “may” trigger a TIP/STIP Amendment for change in description/costs.
- Reduction in project length may result in reduction of federal funding

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 plus inflation is entered into the STIP.
- Prepare realistic and accurate estimates
- Total cost in STIP is compared to Engineer's Estimate
- Increases/decreases that exceed FHWA Guidelines require TIP/STIP Amendments
 - Amendment approval process can add up to 3 months

Thank you!

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