

Coastal Region Metropolitan Planning Organization

Highway Infrastructure Program (HIP) Funds

Application

February 2020

**Send the electronic copy**

**of the completed application by:   
5:00 p.m. on March 25, 2020**

**to:**

Wykoda Wang, Transportation Administrator

Chatham County-Savannah Metropolitan Planning Commission

110 E. State Street

Savannah, GA 31401

**Contact info:**

912-651-1466

[wangw@thempc.org](mailto:wangw@thempc.org)

Coastal Region Metropolitan Planning Organization

Highway Infrastructure Program (HIP) Funds

CHECkList for Applicants

|  |  |
| --- | --- |
| □ | Have you answered all applicable questions in the application? |
| □ | Has the appropriate person signed the application? |
| □ | Have you filled out the detailed budget table on the last page of this application? |
| □ | Please indicate the sources of funding you are requesting for this project. |
|  | □ HIP □ Z230 |
| □ | Have you attached a letter from your governing board or official able to commit to the local match? |
| □ | Have you attached a project location map? |
| □ | Have you attached information demonstrating the basis of your project’s cost estimate? |
| □ | Have you attached other information that is applicable to the answers in your application? |

Highway Infrastructure Program (HIP) Funds

february 2020 Call for Projects

The Coastal Region Metropolitan Planning Organization (CORE MPO) is conducting a competitive project selection process to award allocated FY 2018 and 2019 Highway Infrastructure Program (HIP) funds, provided through the federal apportionments.

* **Expected Available Funds:**
  + **FY 2018 HIP Funds = $926,709 (federal portion) – obligation deadline: September 30, 2021**
  + **FY 2019 HIP Funds = $1,305,713 (federal portion) – obligation deadline: September 30, 2022**
* **Maximum Award:**
  + **FY 2018 HIP Funds = $926,709 (federal portion)**
  + **FY 2019 HIP Funds = $1,305,713 (federal portion)**
* **Minimum Award = $200,000 (federal portion)**
* **At least 20% of the eligible costs of the proposed project must be locally funded.**(Previously incurred costs cannot be counted as part of the 20% match for the newly awarded federal funds. If the funds are used on interstates, it is a 90/10 match, and the funds are covered at 100% for certain safety projects.)

An applicant may request a minimum of ***at least $200,000 of*** ***federal funds.***  The federal funding request in this application can represent no more than 80% of the total cost of the applicant’s proposal for most projects. For example, if an applicant requests $1,000,000, and provides no more than the required 20% local match, he/she would be submitting a proposal totaling $1,250,000.

* **Federal Requirements**

Applicants should keep in mind that using the HIP funds involve adherence to federal requirements, as applicable, such as the National Environmental Policy Act (NEPA), prevailing wage rates (Davis-Bacon), Buy America, competitive bidding, and other contracting requirements, regardless of whether the projects are located within the right-of-way of a Federal-aid highway.

* **Projects funded through this selection process must be located within the CORE MPO’s Metropolitan Planning Area (MPA) boundary.**

The CORE MPO - administered HIP funds can only be spent within the MPO’s Metropolitan Planning Area which includes all of Chatham County, the portion of Effingham County and Bryan County located within the Savannah Urbanized Area, as well as Richmond Hill.

* **Projects, if awarded funds, will be programmed in FY 2020 or FY 2021 or FY 2022 in the CORE MPO’s FY 2018 – 2021 Transportation Improvement Program (July 1, 2017 – June 30, 2021) or in FY 2021 – 2024 TIP (July 1, 2020 – June 30, 2024).**

Once the project is programmed in the TIP and the awarded federal funding is authorized in the programmed fiscal year, the funds must be obligated within two years, otherwise the funds will lapse.

Please see CORE MPO Highway Infrastructure Program (HIP) Manual for additional information.

Applicant and Project Information

Eligible Entities

Please indicate which type of eligible entity is the primary project sponsor: (Select one.)

|  |  |
| --- | --- |
| □ | Local government |
| □ | Regional transportation authority |
| □ | Other local or regional governmental entity with responsibility for oversight of transportation improvements that the State of Georgia determines to be eligible. |

Eligible Projects

Please indicate **all** applicable categories your proposal falls under. Please see CORE MPO Highway Infrastructure Program Manual for information on project eligibility.

|  |  |
| --- | --- |
| □ | Highway Improvements |
| □ | Bridge Improvements |
| □ | Tunnel Improvements |
| □ | Elimination of hazards and the installation of protective devices at railway-highway crossings (for FY 2019 funds) |

|  |  |  |
| --- | --- | --- |
| Applicant Information | | |
| Agency Name (i.e. agency that will manage implementation) | | Date |
| Street Address | City, State | Zip Code |
| Contact Person’s Name | Title | |
| Contact Person’s Phone Number | Contact Person’s Email Address | |
| Project Manager’s Name (if awarded) | Title | |

|  |  |  |  |
| --- | --- | --- | --- |
| Project Overview | | | |
| Project Name | | | |
| Project Location Description (please also attach a location map) | | | |
| County (or counties) in which project is located | | City (or cities), if any, in which project is located | |
| Proposal Description Summary | | | |
| Total Estimated Project Cost\*  $ | Federal Z230 Funds Requested  $ | | Local Match Available  $ |
| *\*Please also be sure to fill out the Budget Detail Table at the end of this application.* | | | |

**Who is providing the local match?**

|  |  |
| --- | --- |
| Name of Agency or Organization | Source (e.g. particular CIP fund) |
|  |  |
|  |  |
|  |  |

***Please attach a letter signed by either your governing board or an official who can commit to the stated local match.***

**Has your agency managed and completed other federal-aid transportation projects before**? (Choose one)

|  |  |
| --- | --- |
| □ | 0 completed federal-aid projects |
| □ | 1 completed federal-aid project |
| □ | 2 completed federal-aid projects |
| □ | 3 or more completed federal-aid projects |

Please list as many as three federal-aid projects completed by your agency, ***preferably for projects that are similar to your proposal***:

|  |  |  |
| --- | --- | --- |
| P.I. No. | Project Name | Sponsor’s Project Manager |
|  |  |  |
|  |  |  |
|  |  |  |

**What agency will maintain the project after completion?**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If a maintenance agreement is necessary, has it been executed?** (Chose one) Y / N / NA

If yes, please attach the agreement.

**If the completed project will generate the need for operational funds, please describe the estimated annual cost and the status and source of funding for operations.**

|  |
| --- |
|  |

**Will your project require purchase(s) or easement(s) for right-of-way** (Choose one) Y / N / Maybe

Additional information:

|  |
| --- |
|  |

**If other agencies or organizations are partnering with you on this application or on implementation of your proposal, please list and describe the nature and the status of any agreements** (e.g. ROW donations or easements):

|  |  |
| --- | --- |
| Organization #1 | |
|  | |
| Contact Name | Contact Phone |
|  |  |
| Contact Email: | |
| Status of Agreement | |
|  | |

|  |  |
| --- | --- |
| Organization #2 | |
|  | |
| Contact Name | Contact Phone |
|  |  |
| Contact Email: | |
| Status of Agreement | |
|  | |

|  |  |
| --- | --- |
| Organization #3 | |
|  | |
| Contact Name | Contact Phone |
|  |  |
| Contact Email: | |
| Status of Agreement | |
|  | |

**If funding were available today, how much time do you estimate would be needed for any phases of your project that would be funded by this request:**

|  |  |
| --- | --- |
| Phase(s) to be HIP-funded | No. of Months |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Please list any necessary preliminary work that already *has been completed*, and provide dates (e.g. GDOT concept approval, FHWA environmental approval or categorical exclusion, etc.):**

|  |  |
| --- | --- |
| Steps Completed | Date |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Please describe status of any non-HIP funded work that *still needs to be completed before* *the project or phase that would be funded by this request can begin* (e.g. if HIP funds + Local Match will fund only the construction phase, what is the status and schedule for the incomplete preliminary engineering and ROW phases?).**

|  |  |
| --- | --- |
| Status of Steps to be carried out before HIP-funded work begins | Estimated completion date |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**In 500 words or less, please describe what public benefits and efficiencies would be provided to our area by your proposed project. (**For example, how does your project match the project ranking criteria such as freight connections, bridge rating, etc? Please reference the CORE MPO Highway Infrastructure Program Manual for project ranking criteria.)

|  |
| --- |
|  |

**Project Sponsor Signature**

SPONSOR

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature (on hard copy) Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name Title

Please remember:

* To fill out the Detailed Budget Table, to the extent applicable, on the following page;
* To attach a letter from your governing board or other official who can commit the agency to the stated local match.
* To attach a Project Location Map;
* To attach information showing the Basis of your Cost Estimate.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Budget Detail for Proposal | | | | | | | | | | |
| **Project Name:** | | | | | | | | | | |
| **Activity** | **Desired Fiscal Year for TIP Programming** (GDOT Fiscal Year) \* | **Total Estimate** | **Requested CORE MPO Z230 Federal Funds** (Maximum allowed is 80% of your total eligible costs.) | **Local Match** (Minimum required is 20% of your total eligible costs.) | **Local Match Breakdown (by source)** | | | | | |
|  |  |  |  |  | Amount A | Source A | Amount B | Source B | Amount C | Source C |
| PE |  |  |  |  |  |  |  |  |  |  |
| ROW |  |  |  |  |  |  |  |  |  |  |
| Utilities |  |  |  |  |  |  |  |  |  |  |
| Construction |  |  |  |  |  |  |  |  |  |  |
| Other activity  Specify: |  |  |  |  |  |  |  |  |  |  |
| Other activity  Specify: |  |  |  |  |  |  |  |  |  |  |
| Other activity  Specify: |  |  |  |  |  |  |  |  |  |  |
| **Total Amounts** |  |  |  |  |  |  |  |  |  |  |
| Please use this area to explain whether other grants or sources (not already shown above) are dedicated either to the proposed phase or to future phases, of your project. | | | | | | | | | | |

\*The first GDOT fiscal year in the MPO’s FY 2021 – 2024 TIP is FY 2021, which begins July 1, 2020. The last year of the next TIP is FY 2024, which begins July 1, 2024.

\*The HIP-funded projects can be amended into the MPO’s FY 2018 – 2021 TIP in FY 2020 (July 1, 2019 – June 30, 2020) and FY 2021 (July 1, 2020 – June 30, 2021).