

# **OHIO 2021-2024 S/TIP DEVELOPMENT GUIDANCE**



Ohio Department of Transportation  
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## DEFINITIONS

**ALI Code:** Federal Transit Administration (FTA) Activity Line Item Code; applicable to Transit projects.

**Allocations:** An administrative distribution of funds for programs that do not have statutory distribution formulas.

**Apportionments:** The distribution of federal funds as prescribed by a statutory formula.

**Appropriations:** Action of a legislative body making funds available for expenditure with specific limitations as to amount, purpose, and duration.

**Draft:** Preliminary edition of a document for review and comment by others.

**Environmental Justice:** The fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. – *For S/TIP purposes this relates to low income and minority populations only.*

**Eligibility:** The process to determine qualification for a specific type of funds.

**Ellis:** ODOT's project planning, management, and budget tracking software.

**Federal Authorization:** The process of obtaining approval to use federal funds for a specific purpose or phase.

**Federal Highway Administration (FHWA):** Agency within the United State Department of Transportation that supports State and local governments in the design, construction, and maintenance of the Nation's highway system (Federal Aid Highway Program) and various federally and tribal owned lands (Federal Lands Highway Program).

**Federal Transit Administration (FTA):** Agency within the United States Department of Transportation that provides financial and technical assistance to local public transit systems, states, and other eligible recipients

**Fiscal Constraint:** The process of reconciling programmed expenditures with estimated available funds.

**Fiscal Year:** Ohio's State Fiscal Year (SFY) is July 1 to June 30. Federal Fiscal Year (FFY) is October 1 to September 30.

**Funds Management Committee:** ODOT staff tasked with establishing budgets for all programs.

**Statewide Line Items (SLI) Grouped Projects:** A category of projects with federal funding sources indicated which may be used for federal authorization purposes in place of an individual listing for each project. (Reference Title 23 CFR 450.218(j), Title 23 CFR 450.326(h))

**Metropolitan Planning Organization (MPO):** According to the U.S. Code, the organization designated by the governor and local elected officials as responsible, together with the state, for transportation planning in an urbanized area (population over 50,000 people). It serves as the forum for cooperative transportation decision making by principal elected officials of general purpose local government.

**ODOT Capital Funding Programs:** ODOT budgets by designating specific capital programs, such as Major Bridge and Safety. Each capital program receives a sub-allocation of funds to use for that program. Projects are chosen for funding based upon the goals and needs of each program.

**Program Manager:** Person or agency assigned responsibility for project selection and fiscal management of a specific ODOT funding program.

**Public Involvement:** Coordination of events and informational materials geared toward the public participating in the transportation planning and Plan Development Process (PDP).

**Regionally Significant Project:** Per 40 CFR 93.101, a transportation project (other than an exempt project) that is on a facility which serves regional transportation needs and would normally be included in the modeling of a metropolitan area's transportation network, including at a minimum all principal arterial highways and all fixed guideway transit facilities that offer an alternative to regional highway travel.

**Regional Transportation Planning Organization (RTPO):** Voluntary institution representing local governments that generally operate in non-metropolitan areas to conduct outreach to the public and local officials and provide transportation planning support under contract to state departments of transportations.

**Statewide Transportation Improvement Program (STIP):** A short range multi-modal transportation state planning document required by USDOT for use in approving federal funds for transportation projects.

**Sub-Allocations:** Program funds received by ODOT which are distributed to the specific ODOT Programs, including each MPO, according to the budgets set by the Funds Management Committee.

**Transportation Improvement Program (TIP):** A short-range multi-modal transportation regional planning document developed and maintained by each MPO and RTPO region in accordance to federal regulations.

**Transit Award and Management System (TrAMS):** FTA's financial and grants management system which replaced TEAM.

## HELPFUL LINKS

### Access Ohio 2045

<http://www.dot.state.oh.us/divisions/planning/spr/statewideplanning/access.ohio/Pages/default.aspx>

### Electronic Code of Federal Regulations

<http://www.ecfr.gov/cgi-bin/ECFR?page=browse>

### FAST Act

<http://www.fhwa.dot.gov/fastact/>

<https://www.transit.dot.gov/FAST>

### MAP-21

<http://www.dot.gov/map21>

### ODOT Metropolitan Planning

[http://www.dot.state.oh.us/Divisions/Planning/SPR/StatewidePlanning/Pages/MPO\\_Planning.aspx](http://www.dot.state.oh.us/Divisions/Planning/SPR/StatewidePlanning/Pages/MPO_Planning.aspx)

### ODOT Program Resource Guide

<http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/Documents/ProgramResourceGuide.pdf>

### ODOT Planning Program Public Involvement Process

<http://www.dot.state.oh.us/Divisions/Planning/SPR/StatewidePlanning/Pages/Public-Involvement.aspx>

### ODOT Rural Planning

<http://www.dot.state.oh.us/Divisions/Planning/SPR/StatewidePlanning/Pages/RTPO.aspx>

### ODOT Transit

<http://www.dot.state.oh.us/divisions/Planning/transit/Pages/default.aspx>

### Ohio EPA

<http://www.epa.state.oh.us/>

### STIP

<http://www.dot.state.oh.us/Divisions/Planning/STIP/Pages/default.aspx>

### STIP Coordination/Development

<https://extranet.dot.state.oh.us/divisions/Planning/plan/STIP/default.aspx>

### Procedures for Ohio STIP Amendments and Administrative Modifications

<http://www.dot.state.oh.us/Divisions/Planning/STIP/Documents/OH%20STIP%20Amend%20Mod%20Procedures%202013%2009%2024.pdf>

### FHWA

<http://www.fhwa.dot.gov/ohdiv/>

### FTA

<http://www.fta.dot.gov/about/region5.html>

## INTRODUCTION & OVERVIEW

This document was developed as a reference guide for the Ohio Department of Transportation (ODOT) in the development of the Statewide Transportation Improvement Program (STIP) and for Ohio's Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Organizations (RTPOs) to provide additional guidance in the development of their Transportation Improvement Programs (TIPs). The development of the STIP and TIPs shall conform to all applicable federal and state laws, regulations, and guidance. All questions regarding the content of this document or relating to the STIP process should be addressed to the ODOT STIP Coordinator in the Office of Program Management, ODOT Central Office.

### S/TIP – What it is, Who Develops it, & Why it is Needed

The Transportation Improvement Program (TIP) is a short-range planning document developed and maintained by each MPO and RTPO in accordance with federal regulations. The Statewide Transportation Improvement Program (STIP) is the statewide TIP developed and maintained by the state transportation department. The STIP includes the MPO TIPs directly by reference as required by federal regulations. The RTPO TIPs are reviewed and considered for incorporation per federal regulations. The S/TIPs provide an integrated process for transportation planning and transportation project selection. ODOT develops the STIP in cooperation with the MPOs, RTPOs, and non-metropolitan local officials. The S/TIPs provide Ohio's transportation stakeholders and the public a fiscally sound overview of the transportation improvement projects scheduled for some phase of implementation during a four-year period. The STIP also serves as the reference document required by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for use in approving federal funds for transportation projects in Ohio.

### S/TIPs Locations

The Ohio STIP along with STIP documentation can be found online at [transportation.ohio.gov/stip](https://transportation.ohio.gov/stip). Internal Ohio S/TIPs development and coordination documentation may be found on the ODOT STIP Coordination/Development extranet website.

TIPs can be found on the applicable MPO or RTPO's website. The *Related Links & Documents* section of the STIP website provides links to all MPO and RTPO websites.

## DEVELOPMENT PROCESS

### Development Process

ODOT updates the STIP biennially. The development process for the STIP begins with Rural Consultation meetings. Coordination continues between ODOT, the non-metropolitan local officials, RTPOs, MPOs, and Transit Agencies for project selection, programming, and budgeting as each program must be fiscally balanced for each fiscal year of the S/TIP. The draft S/TIPs are created and sent for a coordinated and comprehensive review by USDOT and ODOT. Review comments are addressed, and the final draft S/TIPs go through a public review period. All public review comments are addressed and the final S/TIPs which include documentation for air quality conformity, fiscal constraint, long-range plan conformity, environmental justice analysis, and self-certification are submitted to US DOT for review and approval. The final approved S/TIPs are posted to the applicable agency's web page. The general process flow and schedule are shown in the chart on the right. The detailed development schedule can be found in Appendix 1. Additional STIP Development information can be found in 23 CFR 450.218. Additional MPO TIP Development information may be found in 23 CFR 450.326, the [Ohio's MPO Administration Manual](#), and the TIP Development Checklists (Appendix 2).

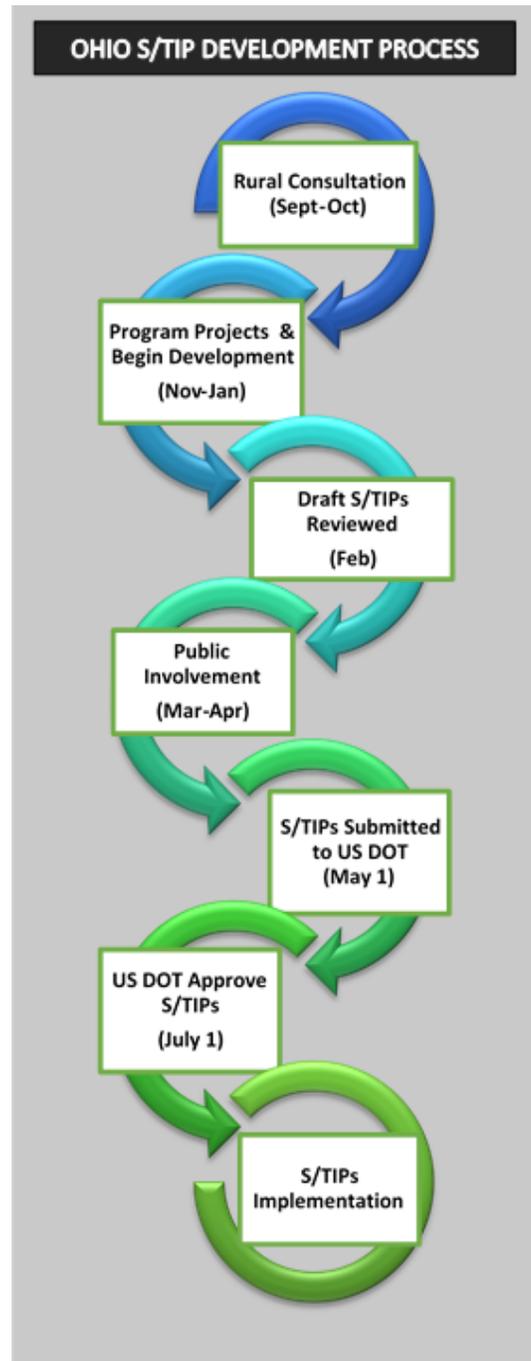
TIP Development processes shall be conducted consistent with the adopted MPO/RTPO Public Participation Plan (see Appendix 2 for additional information).

### S/TIPs Revisions

Approved S/TIPs may be modified by amendment to capture significant changes that require federal action or by administrative modification to capture changes that do not require federal action per 23 CFR 450.328 and 23 CFR 450.220. Note, previous S/TIPs cannot be amended or modified. Federal action can only be taken on a currently approved S/TIP.

TIPs are amended on a schedule established by the MPO (e.g. monthly, bi-monthly, quarterly, and/or as needed) in accordance with the MPO's procedures. The MPO uploads the approved TIP amendments with signed resolution to the ODOT STIP extranet site in the applicable STIP amendment folder for inclusion in the next scheduled STIP amendment.

STIP amendments are completed on a quarterly schedule generally on the first of July, October, January and April with special amendments completed on an as-needed basis. STIP amendment requests should be completed at least one week prior to the STIP amendment submittal date for processing purposes. ODOT processes STIP amendments for projects in RTPO regions in coordination with the RTPO without the requirement of a signed RTPO board resolution.



TIP administrative modifications are completed on an as-needed basis in accordance with the MPOs' procedures and are coordinated with ODOT for inclusion in the STIP. STIP administrative modifications outside of MPO regions are completed on an as-needed basis.

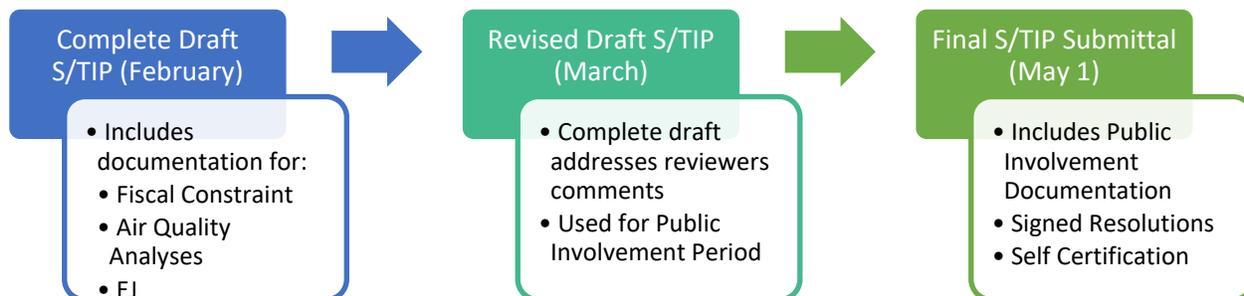
S/TIP revisions are coordinated jointly between ODOT and the applicable MPO, RTPPO, and/or Transit agency. Approved STIP amendments are posted to the [STIP website](#). The [Procedures for Ohio Statewide Transportation Improvement Program \(STIP\) Amendments and Administrative Modifications](#) provides additional details on the procedures for STIP revisions.

S/TIP amendments and administrative modifications for projects/phases in the S/TIP via Statewide Line Item (SLI) Grouped Project are completed at the SLI Grouped Project level, not the individual project level.

- ✓ SLI Grouped Projects (not the projects utilizing them) are governed by the thresholds of the amendment process. If an individual SLI Grouped Project estimate for a fiscal year reaches the threshold, then an amendment is required to increase the applicable SLI Grouped Project estimate. ODOT monitors the thresholds of each SLI Grouped Project.
- ✓ Revisions to the projects utilizing the SLI Grouped Projects are captured in the monthly SLI Grouped Project Report.

### Submittal, Approval & Implementation

There are three draft submissions of the S/TIPs during the development process. The first draft is reviewed by ODOT, FHWA, and FTA to ensure that the narrative addresses the necessary federal Metropolitan Planning Regulations, Regional Transportation Planning Regulations, and S/TIP regulations. The comments received from this review are addressed in the second draft which is used in the public involvement period. Comments received during the public involvement period are incorporated and addressed in the final S/TIP which is submitted to USDOT for federal review and approval. All TIPs should be submitted per the S/TIP Development Schedule (see Appendix 1). In accordance with 23 CFR 450.218 (b), Ohio directly includes each metropolitan TIP by reference into the STIP.



All TIP submittals are to be uploaded to the STIP Coordination/Development extranet site per the schedule. USDOT approval is anticipated for a July 1 S/TIP implementation. Once approved, each TIP is to be made available on the respective agency's web site (MPO, RTPPO, ODOT).

### S/TIP CONTENT GUIDANCE

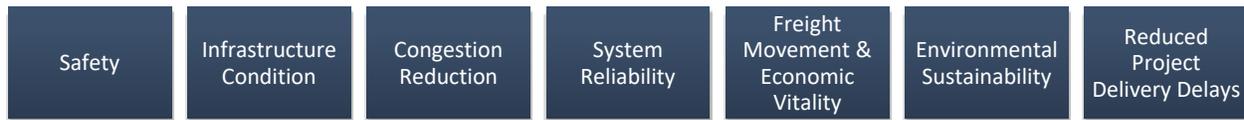
The following is a brief overview of the various sections included in the STIP and TIPs.

#### Introduction, Overview, & Federal Regulations

The intent of this section is to provide an introduction and overview of the agency, the S/TIP document, and S/TIP processes including the federal regulations that govern and support the document and processes. This section should address what the intent of the S/TIP is, how it's developed, and how it meets the federal regulations that govern it.

## Performance Measures

S/TIPs shall include a section addressing performance based planning and programming (PBPP) per the changes established in MAP-21 and continued in the FAST Act. National performance goals for the federal-aid highway program were established in the seven areas shown below.



The narrative of this section is to identify the performance targets established for the region/state, as applicable, and the programmatic effect of the S/TIP program of projects toward meeting the established targets. The narrative is to describe how the objectives, investment strategies, performance measures and targets from the asset management plans, strategic highway safety plan (SHSP), highway safety improvement program (HSIP), freight plan, Congestion Mitigation and Air Quality (CMAQ) Performance Plan(s) [23 U.S.C. 149(l)], Congestion Management Process (CMP), and other performance based plans are being implemented through the program of projects in the S/TIP. The narrative should specifically describe these linkages and answer the below questions:

- ✓ Are the projects in the S/TIPs directly linked to implementation of these other (performance based) plans?
- ✓ How was the program of projects in the S/TIP determined? Does the S/TIP support achievement of the performance targets?
- ✓ How does the S/TIP support achievement of the performance targets?
- ✓ Is the S/TIP consistent with the other performance based planning documents (asset management plans, SHSP, HSIP, freight plan, CMAQ Performance Plan, CMP, etc.)?

As additional federal guidance is provided, ODOT will cooperatively coordinate the implementation of performance measures with the MPOs, RTPOs, and stakeholders. Current federal guidance may be found at:

- ✓ [MAP-21](#)
- ✓ [FAST Act](#)
- ✓ [PBPP Guidebook](#)
- ✓ [23 CFR 450.206; 23 CFR 450.226; 23 CFR 450.306; 23 CFR 450.340](#)

## Air Quality Conformity

This section of the S/TIP narrative will provide an overview of air quality conformity in Ohio. See 40 CFR 93.101, 40 CFR 93.108 through 93.119, 40 CFR 93.126, 40 CFR 93.127 for air quality conformity guidance.

In rural nonattainment or maintenance counties, the ODOT Office of Program Management will provide a project list of non-exempt/analyzed projects as programmed in Ellis to the Office of Statewide Planning and Research per the established S/TIP development schedule in Appendix 1. The list is to include PID number, project name, project type, project length, facility type, number of lanes, opening year, and design year estimated traffic volumes. The Office of Statewide Planning and Research will conduct an air quality analysis of the project and coordinate the inclusion of the project's results into the respective regional conformity analysis. See 40 CFR 93.101, 40 CFR 93.108 through 93.119, 40 CFR 93.126, 40 CFR 93.127 for air quality conformity guidance.

The MPO TIP needs to include narrative for air quality conformity interagency consultation establishing and documenting conformity procedures, analysis years, and tests. The MPO will need to adopt a new conformity determination for the TIP. In MPO nonattainment and maintenance areas, a separate TIP air quality conformity analysis is not required if the MPO can demonstrate and document consistency with 40 CFR 93.122(g) *Reliance on Previous Regional Emissions Analysis*. In these cases, previous conformity analyses conducted for the MPO Transportation Plan can be relied upon for the new TIP. The MPO TIP

must include an appropriate level of documentation to demonstrate that the current TIP projects and schedules are consistent with the network analyses conducted for the Transportation Plan conformity analysis. Final MPO TIP resolutions must include a “whereas” statement making an affirmative air quality conformity determination.

For data consistency, the ODOT Districts, Program Managers, and MPOs are to verify that the air quality status field in Ellis is correctly selected as either exempt or non-exempt/analyzed. The data from the air quality status field in Ellis is used in the STIP project list.

### Environmental Justice

Environmental Justice (EJ) principles are required to be incorporated in the development of the S/TIPs. The primary purpose of EJ principles are:

- ✓ To avoid, minimize, or mitigate disproportionately high and adverse human health or environmental effects, including social and economic effects, on minority populations and low-income populations.
- ✓ To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- ✓ To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority populations and low-income populations.

Transportation program EJ regulations are embodied in US Department of Transportation Order 5610.2(a), FHWA Order 6640.23A, and FTA Circular 4703.1. The S/TIPs will demonstrate adherence to EJ principles through quantitative disproportional test analyses. These analyses compare the environmental and fiscal impacts of the S/TIP program of projects on low income and minority populations, versus the impacts on general populations. Additionally, the disproportional test analyses shall be included in the S/TIP public involvement documentation.

### Title VI & ADA Compliance

With the submittal and approval of the S/TIPs per 23 CFR 450.220(a) and 23 CFR 450.336(a), ODOT, MPOs, and RTPOs must certify that the transportation planning process is being carried out in accordance with all applicable requirements of Title VI of the Civil Rights Act of 1964 and the provisions of the Americans with Disabilities Act of 1990. This section will emphasize the importance of compliance and ensure the State and MPO self-certifications are well justified and documented.

For TIPs:

The following verbiage is provided as an example of how ADA transition planning is incorporated in regional transportation planning programs.

*Ohio MPOs actively incorporate the transportation provisions of the Americans with Disabilities Act (ADA) of 1990 into their urban transportation planning programs. The purpose of ADA is to ensure that pedestrians with disabilities have opportunity to use the transportation system in an accessible and safe manner. An integral component of the ADA planning process is for local government transportation infrastructure owners to prepare and implement ADA Transition Plans that inventory accessibility conditions and define strategies and schedules for implementing fully accessible pedestrian networks.*

*Ohio’s transportation planning partners – ODOT/MPOs/RTPOs – are incorporating ADA Transition Planning into their regional transportation planning programs, as follows:*

- *Surveying member local governments to establish and determine whether they have active ADA Transition Plans*
- *Serving as ADA Transition Plan information and requirements clearing house for member local governments*
- *Reviewing local government transportation improvement project funding requests for consistency with ADA accessibility standards*
- *Assisting member local governments in surveying their transportation infrastructure to develop ADA inventories.*

## Public Involvement

For the STIP: In compliance with federal guidelines (23 CFR 450.210), a summary of the two-week STIP public involvement period will be included in the STIP narrative. (Refer to *Helpful Links* on page 5 of this document to access the websites for the *ODOT Rural Consultation Process* and the *ODOT Planning Program Public Involvement Process* for additional information on ODOT’s rural and public involvement processes.) The below provides an overview of the Ohio STIP public involvement process.

- ✓ The STIP Rural Consultation process occurs in September/October. ODOT, RTPOs, and non-metropolitan local officials cooperatively meet in accordance with ODOT’s Rural Consultation Process to discuss and collaborate on projects for the four-year STIP period.
- ✓ ODOT announces the availability of the draft STIP for comment to the public in March signaling the beginning of the public involvement process for the STIP development period. The public is notified by various means (e.g. media releases in each county, legal notices in newspapers, newsletters, Facebook, Twitter, etc.). By using various means of notification, all groups of the public (including low income and minority) are given equal opportunity to provide comments and inquiries.
- ✓ The complete draft S/TIPs, including conformity documentation, are made available for a full two-week public involvement period. The documents are readily available online to review and comment.
- ✓ The ODOT Districts, in coordination with the MPOs and RTPOs, hold meetings to present the public an opportunity to review and comment on the S/TIPs during the public involvement period. Each written comment/inquiry will receive a written response.
- ✓ If there are significant differences from the draft STIP to the final STIP, ODOT will again make the document available for a two-week public involvement period prior to the May submittal to USDOT.
- ✓ The final S/TIPs include an overview of the public involvement period along with a summary of comments received on the draft S/TIP.

For MPO TIPs: In compliance with 23 CFR 450.316 and 450.326(b), the MPOs are required to develop and adopt individual Public Participation Plans and processes consistent with Federal regulations and guidance. These processes provide for the entire TIP being published and made available for public review and comment. In nonattainment and maintenance air quality areas, conformity documentation must be made available for public review and comment as part of the public participation process.

The MPO public participation process ensures sufficient notice is provided of the TIP’s availability for public review and comment. The process must also provide sufficient opportunity for public review and comment. Per 23 CFR 450.316(a)(2), the final TIP is to include “a summary, analysis, and report on the disposition” of significant written or oral comments that are received on the draft TIP.

MPO Policy Boards adopt the final MPO TIPs following the MPO public involvement period. *Note: TIPs shall not be approved prior to the completion of the STIP public involvement period.* In instances when an MPO's public involvement period extends longer than the formal ODOT STIP public involvement period, ODOT continues to accept, consider, and respond to comments on the STIP through the close of the MPO's public involvement period.

**For RTPO TIPs:** RTPOs are required to develop and adopt a Public Participation Plan consistent with federal regulations and guidance. The RTPO public participation process ensures sufficient notice is provided of the RTIP's availability for public review and comment. The final TIP shall include a summary of significant written or oral comments that are received on the draft RTIP and any changes made.

RTPO Policy Boards adopt the final RTPO TIPs following the RTPO public involvement period. *Note: TIPs shall not be approved prior to the completion of the STIP public involvement period.*

## Operation & Maintenance

Before considering expansions of the transportation system, states must demonstrate that the existing transportation system is maintained to acceptable performance levels and that the system is operating efficiently. The S/TIPs shall include a quantitative/qualitative narrative that demonstrates federally supported facilities are adequately operated and maintained per 23 CFR 450.218(m) and 23 CFR 450.326(k).

## Previous S/TIPs Status

The S/TIPs Status narratives provide an overview of the transportation accomplishments for the previous S/TIP. Per 23 CFR 450.326(n), a TIP narrative is to identify major projects implemented from the previous TIP and any significant delays to prior TIP projects.

## Projects & Programs

There are specific federal and state requirements for items which must be included in the S/TIPs.

- ✓ U.S. DOT requires all projects financed, in whole or in part, with federal surface transportation funds, projects requiring a federal approval action, and other regionally significant projects to be included (23 CFR 450.218(g)(h), 23 CFR 450.326(e)(f)).
- ✓ All S/TIP projects must be consistent with the respective Transportation Plan.
- ✓ Per 23 CFR 450.218(j) and 23 CFR 450.326(h), projects not considered to be of appropriate scale for individual identification in a given program year may be added to the S/TIP by grouped project, otherwise referred to as SLI Grouped Projects in Ohio's S/TIP, in coordination with the appropriate Program Manager, STIP Coordinator, and applicable MPO and RTPO.
- ✓ Federal-aid funding (typically STBG or CMAQ) that is being transferred to FTA or to the MPO planning programs must be listed as projects.
- ✓ Project phases must be programmed and fully funded to be included in the S/TIP.
- ✓ Federal and State transit funding for operating, capital, and planning expenditures must be included. Transit projects must be consistent with the MPO Transportation Plan and supported by planning documents (i.e. plans, studies, reports, etc.) adopted by the transit operators. All planning documentation should be current and available for review. New plans and studies or existing documents undergoing modification or updates to be used to support proposed transit projects should be made available prior to submittal of the draft MPO TIP.
- ✓ All air quality analyzed (non-exempt) projects regardless of funding source in nonattainment and maintenance areas (MPO and rural) must be included. The TIP project schedules must be consistent with the project schedules in the Transportation Plan. In nonattainment and

maintenance air quality areas, the most recent air quality status (exempt or analyzed) must be shown in the S/TIPs for each project in the project list of the current conformity determination.

Projects in the S/TIPs are included in the Project List, the SLI Grouped Project List or as part of the Carried Forward List. Per 23 CFR 450.218 and 450.326, S/TIP project listings shall include:

- ✓ Sufficient descriptive material (i.e. type of work, termini, and length) to identify the project or phase
  - Also include PID and a brief project description
- ✓ Estimated total project cost or a project cost range
  - Funding should be by phase/fiscal year/fund type (federal funds proposed to be obligated during each program year).
- ✓ Agency responsible for carrying out the project or phase (project sponsor)
- ✓ Air Quality Status of the project/phase

Appendix 3 provides additional direction and an example form for the Transit Agencies to utilize for providing transit project data to ODOT and the MPOs.

### Carry Forward List

A carry forward project list (both highway and transit) is developed from project phases listed in the current (2018-2021) S/TIPs that are awaiting federal authorization which may not be received before the new (2021-2024) S/TIP is approved on July 1. These project phases are “carried forward” by modification into the new (2021-2024) S/TIP as originally listed in the previous (2018-2021) S/TIP. The ODOT Office of Program Management will provide the carry forward list to the ODOT Districts, MPOs, RTPOs, and Transit Agencies for a concurrent review.

### Project List

A S/TIP project list will be generated by ODOT from the project data in Ellis and will include the projects within the MPO, RTPO, and rural areas. Draft lists will be coordinated according to the Development Schedule (See Appendix 1). Coordination between ODOT Districts, MPOs, RTPOs, Transit, and Transit Operators is crucial during the S/TIP development process in verifying that S/TIP project data is correct.

### Statewide Line Items (SLIs) Grouped Projects

Projects not considered to be of appropriate scale for individual identification in a given program year may be added to the S/TIP by grouped projects per 23 CFR 450.218(j) and 23 CFR 450.326(h). Ohio references the grouped projects as Statewide Line Item (SLI) Grouped Projects. Draft SLI Grouped Project Reports will be generated by ODOT from the project data in Ellis and include the eligible projects within the MPO, RTPO, and rural areas per the development schedule. Coordination between ODOT Districts, Program Managers, MPOs, RTPOs, and Transit is vital in ensuring the project data is correct. Refer to the *Ohio STIP SLI Grouped Project Guidance* for additional information.

### Programs

ODOT divides the funding received from the state legislature and the US Congress into specific capital programs. Descriptions and links to the various programs are provided in this section which offer additional insight in the planning and project selection process of the multi-modal transportation projects Ohio implements.

The Capital Program Managers are responsible for establishing a fiscally constrained program of priority projects and coordinating the first four years of these priorities into the S/TIPs. Upon completion of

project selection, Capital Program Managers are responsible to inform the planning partners of the selection. Capital Program Managers are also responsible for ensuring consistency between their program commitments and the programmed projects. ODOT through the budgeting process forecasts future revenues and identifies annual funding amounts for each highway program.

ODOT Capital Programs by Program Manager					
ODOT District	MPO	CEAO	ODOT Central Office		Transit
Preservation Maintenance	STBG CMAQ TAP	County STBG County Local Bridge County Bridge County HSIP	Major Bridge Major New Safety Major Rehab TAP (Rural) Noise Wall RR Grade Crossing Rest Area Facilities Small City Large City Local Major Bridge	Muni Bridge Muni Bridge Partnership Amish Buggy ODNR Metro Parks Eastern Federal Lands Highway Federal Discretionary Appalachia Ferry Boat Noise Wall DERG	Urban Rural Enhanced Mobility Grant Programs

Transit

The various transit programs, federal changes affecting the programs, and the accomplishments and trends of transit in the region/state will be discussed in this section of the S/TIP.

The transit funding authorized by FAST Act is managed in several ways including distribution to states and large metropolitan areas, discretionary, and earmarks. FTA is the responsible federal administering agency of the Transit program. Programs managed include:



The ODOT Office of Transit and the FTA establish budgets for the transit programs. The federal budgets are based on federal formula allocations and discretionary programs as set by FTA and Congress each federal fiscal year. The Office of Transit establishes state budgets based on the state allocations set by the state legislature each state fiscal year. This is communicated when the federal allocations are appropriated or when ODOT announces a grant. Large urban transit agencies are direct recipients of FTA funds and administer those programs.

**Finance & Fiscal Constraint**

The federal regulations require programs to be constrained by available funding, both by category and by year. Responsibility for maintaining each program’s fiscal constraint lies with the appropriate Program Manager and includes all project development phases. The S/TIPs will include narrative for fiscal constraint analysis/documentation in accordance to 23 CFR 450.218(l) and 23 CFR 450.326(j)(k)(l).

For the Transit Program:

- ✓ FTA Sections 5307, 5339, and 5340 are based upon guaranteed funding authorized under FAST Act plus any de-obligated Section 5307 funds from previous years that remain eligible for re-obligation. Projects to be funded with re-obligated funds must be clearly documented.
- ✓ FTA discretionary funding may only be included upon notification by either FTA or ODOT. Fiscal constraint for these projects will be limited to the affected fiscal year, unless the funds are designated for a multiple-phase project that will extend beyond the current fiscal year or the area has a documented history of receiving discretionary capital funds.
- ✓ The Ohio UTP funding proposed in each year of the S/TIP shall not exceed the current year allocation for the area unless a local transit operator has been notified by ODOT that it will receive UTP discretionary capital funds which will be limited to the affected fiscal year.
- ✓ The ODOT Office of Transit will notify the MPOs of the State's FTA, OTP3, UTP, and any other grant awards.

Designated transit investments that utilize CMAQ and STBG funds are required to be transferred from FHWA to FTA for administration. These projects must be programmed in the S/TIPs with coordination from the transit agency. The ODOT Office of Transit programs the projects and requests all transfers; however, the MPO must submit the transfer requests to ODOT for MPO-administered CMAQ and STBG funds. The MPO will also provide to ODOT the emissions analyses for MPO-administered CMAQ funds before the transfers can be initiated.

The following programs are eligible for FTA transfers:

- ✓ Ohio Transit Preservation Partnership Program (OTP3) – ODOT administered CMAQ and STBG
- ✓ Urban Transit Program (UTP) – ODOT administered CMAQ and STBG for these eight transit agencies:
  1. Central Ohio Transit Authority
  2. Greater Cleveland Regional Transit Authority
  3. Greater Dayton Regional Transit Authority
  4. METRO Akron
  5. Southwest Ohio Regional Transit Authority
  6. Stark Area Regional Transit Authority
  7. Toledo Area Regional Transit Authority
  8. Western Reserve Transit Authority
- ✓ Diesel Emission Reduction Grant (DERG) – ODOT administered CMAQ only in conjunction with the Ohio EPA
- ✓ MPO-administered CMAQ and STBG funds

For the CEAO Allocated Funds:

- ✓ The CEAO annually receives an allocation which it administers for local highway, bridge, and safety projects sponsored by the 88 Ohio County Engineers.
- ✓ Fiscal constraint for CEAO controlled funding sources will be based on the State Fiscal Year. Fiscal constraint will be based on the CEAO's capital budget allocations by Spending Account Code (SAC) of the annual federal allocation to Ohio.
- ✓ The CEAO shall provide a listing of the projects it intends to fund during the life of the S/TIP to each affected ODOT District and MPO, according to the established schedule. There should be consistency between program commitments and Ellis.

For the ODOT Central Office and District Programs:

- ✓ Funding for the four years of the STIP will be based on the annual funding marks established for the respective programs in the ODOT biennial budget. The Program Manager may request to adjust program funding from current year to outer year to maintain fiscal balance, by making adjustments to the annual SAC budget allocations. SAC budget amounts may be carried-forward with prior approval from the ODOT Division of Finance.

For the MPO Programs and TIP:

Fiscal constraint for MPO capital STBG, CMAQ, and TA programs will be based on the State Fiscal Year.

MPO TIP fiscal constraint will be demonstrated by comparing the MPOs' annual STBG, CMAQ, and TA capital budget allocations (SAC budgets) to future year annual cumulative project commitments. The draft fiscal constraint table will be coordinated per the S/TIP Development Schedule.

MPOs have several options available that will permit the area to demonstrate fiscal constraint when cumulative project commitments exceed annual FY STBG, CMAQ, or TA budget amounts.

- ✓ MPOs may request approval to carry forward FY STBG, CMAQ, and/or TA budget to a subsequent FY to accommodate high cost projects or an unusually large FY program of projects.
- ✓ MPOs may transfer FY STBG, CMAQ, and/or TA budget between the respective fund types, with associated approved repayment schedules, to accommodate high cost projects or an unusually large FY program of projects. CMAQ Program loans will be coordinated with the Large MPOs Statewide CMAQ Committee, as needed.
- ✓ MPOs may enter into STBG, CMAQ, and/or TA loans/trades agreements with other ODOT Program Managers (MPOs, Districts, Large MPOs Statewide CMAQ Committee, and Central Office) with associated approved repayment schedules to accommodate high cost projects or an unusually large FY program of projects.
- ✓ Loans are available for transportation projects through the Ohio State Infrastructure Bank (SIB) which is handled through the ODOT Division of Finance. **Note: Only projects with approved SIB loans may be added to the S/TIP project list.**

By Policy, ODOT limits the amount of STBG, TA, and CMAQ budgets MPOs can carry forward to the next SFY. *Note: ODOT does not restrict carry forward of TMA-MPO required apportionments.* Beginning in SFY 2016, MPOs may carry forward no more than 25% of original budgets exceeding \$3M. For original budgets of \$3M or less, the carry forward threshold is 50%.

# APPENDICES

# **APPENDIX 1**

## **2021-2024 S/TIP Development Schedule**

**APPENDIX 1**

**Ohio 2021-2024 S/TIP Development Schedule**

August 2019

SCHEDULE OF S/TIP DEVELOPMENT ACTIVITIES RELATING TO SFY 2021-2024 PROJECTS & S/TIP	DUE DATE(S) (2019-2020)	AFFECTED AGENCY			
		ODOT	MPO	RTPO	USDOT
<b>Rural Consultation Period</b> RTPOs and ODOT to hold Rural Consultation Meetings.	Sep 9-Oct 11	X		X	
<b>Transit Projects Due for Submittal</b> Urban Transit Agencies submit projects for programming and inclusion in S/TIPs to MPOs and ODOT Transit. MPOs and ODOT Transit to collaborate to ensure projects are received and programmed.	Oct 1	X	X		
<b>Billing Fund Entry</b> ODOT CO Division of Finance to enter federal billing funds in Ellis on programmed projects within four year S/TIP period.	Nov 15 (Data as of Nov 1) Feb 28 (Data as of Feb 14)	X			
<b>Analyzed/Non-Exempt Projects to be Programmed &amp; Coordinated</b> Air quality non-exempt/analyzed projects must be programmed in Ellis and coordinated with the applicable MPOs and ODOT Office Of Planning & Research.	Jan 3	X			
<b>Draft Project Data/Fiscal Analysis Available for Coordinated Review</b> ODOT Program Management to send draft STIP project list, SLI Grouped Project report, and fiscal analysis to MPOs, RTPOs, ODOT, Transit Agencies for coordinated review.	Nov 29 Jan 13 Feb 3 Mar 13	X	X	X	
<b>Draft S/TIPs Uploaded to ODOT STIP Extranet Site for USDOT Review</b> ODOT Program Management, MPOs, and RTPOs to upload draft S/TIPs to ODOT STIP extranet site for review by USDOT and ODOT CO. <u>Note:</u> Draft S/TIPs to include conformity documentation and fiscal analysis.	Feb 7	X	X	X	X
<b>Review Comments Due</b> USDOT/ODOT CO to post S/TIPs review comments to STIP extranet site to be addressed in final draft S/TIPs.	Mar 6	X			X
<b>Final Changes to Projects</b> All project entry/changes must be coordinated between ODOT, MPOs, RTPOs, Transit Agencies for final draft S/TIP project lists, SLI Grouped Project report, and fiscal analyses. <b><i>NOTE: Ellis is not the STIP. Project changes/programming after this date shall follow the S/TIP amendment process.</i></b>	Mar 12	X	X	X	
<b>Final Draft S/TIPs Due for Public Involvement</b> ODOT, MPOs, and RTPOs to post final draft S/TIPs to be used for public involvement. <u>Note:</u> USDOT/ODOT CO review comments must be addressed in final draft. All TIPs subject to STIP public involvement period. No TIPs shall be approved prior to the STIP public involvement period.	Mar 27	X	X	X	
<b>Public Involvement Period</b> MPOs, RTPOs, and ODOT to hold public involvement outreach and meetings.	Mar 30-Apr 10	X	X	X	
<b>Final Collaborative Review</b> ALL Final Changes in S/TIPs addressed including public involvement comments.	Apr 27	X	X	X	
<b>Final S/TIPs Due</b> ODOT, MPOs, RTPs to post final S/TIPs to ODOT STIP extranet. <u>Note:</u> Must include conformity, self-certification, fiscal analysis, public involvement sections with comments addressed, and MPO/RTPO Signed Resolutions adopting TIP with language addressing any conformity determinations in areas of air quality concern.	Apr 30	X	X	X	
<b>S/TIPs submitted to USDOT</b> USDOT 45 day review period. Approval anticipated July 1.	May 1				X
<b>Approved S/TIPs Posted to Web</b> ODOT, MPOs, RTPOs to post USDOT approved S/TIPs to their respective websites.	Jul 1	X	X	X	

## **APPENDIX 2**

### **TIP Development Checklists**

APPENDIX 2

OHIO MPO TIP DEVELOPMENT CHECKLIST

✓	<b>Necessary TIP Development Content</b>
	450.326(a) – TIP covers a period of no less than four year.
	450.326(b) – TIP development process conducted consistent with adopted MPO Public Participation Plan and includes: <ul style="list-style-type: none"> <li>▪ In nonattainment area TMAs, “at least one formal public meeting”</li> <li>▪ Visualization techniques; electronically accessible format</li> <li>▪ Per conformity regulations, complete air quality conformity analysis documentation</li> <li>▪ Consultation with state/local agencies and official responsible for planned growth, economic development, environmental protection, airport operations, public transit, freight movements</li> <li>▪ Outreach to low income and minority populations; results of TIP environmental justice analysis</li> </ul>
	450.326(c),(d) – TIP shall address performance management and includes: <ul style="list-style-type: none"> <li>▪ The TIP shall be designed such that once implemented, it makes progress toward achieving the performance targets established.</li> <li>▪ The TIP shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets.</li> </ul>
	450.326(e) – TIP includes all capital and non-capital U.S. C. Title 23 and 49 funded projects (and project phases) scheduled for implementation within the MPOs’ boundaries.
	450.326(f) – TIP includes all regionally significant projects requiring an action by FHWA/FTA irrespective of funding (federal or non-federal) source.
	450.326(g) – TIP project listing includes: <ul style="list-style-type: none"> <li>▪ Project ID (PID number)</li> <li>▪ Project description (design concept/scope)</li> <li>▪ Project phase (SPR, PE, RW, CO, OTH)</li> <li>▪ Project work type</li> <li>▪ Project location/length</li> <li>▪ Project sponsor</li> <li>▪ Project air quality status</li> <li>▪ Funding by phase/fiscal year/fund type; estimated total project cost</li> </ul>
	450.326(h) – TIPs to include grouped projects otherwise known as Statewide Line Item (SLI) Grouped Projects in Ohio
	450.326(i) – TIP and metropolitan transportation plan consistency
	450.326(j), (k), (l) – Fiscal constraint analysis/documentation to include: <ul style="list-style-type: none"> <li>▪ MPO suballocated funds fiscal constraint analysis</li> <li>▪ Narrative statement confirming that the ODOT STIP addresses the fiscal constraint for projects included in the TIP, financed with ODOT controlled funding sources</li> <li>▪ TIP fiscal constraint analysis coordinated between ODOT and the MPO</li> <li>▪ System-level estimates of costs and revenues sources that are reasonably expected to be available to adequately operate and maintain federal-aid highways and public transportation.</li> </ul>
	Air quality conformity interagency consultation establishing and documenting conformity procedures/analysis years/tests
	450.326(n) – TIP to address: <ul style="list-style-type: none"> <li>▪ Criteria and process for prioritizing implementation of T-Plan elements (including multi-modal trade-offs) for inclusion in the TIP; any change in priorities from previous TIP</li> <li>▪ Identification of major projects implemented from previous TIP and any significant delays to prior TIP projects.</li> </ul>
	Preparation and execution of TIP approval and conformity determination resolution

## OHIO RTPO TIP DEVELOPMENT CHECKLIST

✓	<b>Necessary RTPO TIP Development Content</b>
	RTIP covers a period of no less than four year.
	RTIP development process conducted consistent with adopted RTPO Public Participation Plan.
	RTIP may address performance management by referencing the performance management narrative in the STIP. RTPO may opt to include additional performance management information in their RTIP with the assistance and coordination of ODOT’s Office of Statewide Planning.
	RTIP includes all capital and non-capital U.S. C. Title 23 and 49 funded projects (and project phases) scheduled for implementation within the RTPOs’ boundaries.
	RTIP includes all regionally significant projects requiring an action by FHWA/FTA irrespective of funding (federal or non-federal) source.
	<p>RTIP project listing includes:</p> <ul style="list-style-type: none"> <li style="display: inline-block; width: 45%;">▪ Project ID (PID number)</li> <li style="display: inline-block; width: 45%;">▪ Project location/length</li> <li style="display: inline-block; width: 45%;">▪ Project description (design concept/scope)</li> <li style="display: inline-block; width: 45%;">▪ Project sponsor</li> <li style="display: inline-block; width: 45%;">▪ Project phase (SPR, PE, RW, CO, OTH)</li> <li style="display: inline-block; width: 45%;">▪ Project air quality status</li> <li style="display: inline-block; width: 45%;">▪ Project work type</li> <li style="display: inline-block; width: 45%;">▪ Funding by phase/fiscal year/fund type; estimated total project cost</li> </ul>
	RTIPs to include grouped projects otherwise known as Statewide Line Item (SLI) Grouped Projects in Ohio
	RTIP and regional transportation plan consistency
	<p>Fiscal constraint analysis/documentation to include:</p> <ul style="list-style-type: none"> <li>▪ Narrative statement confirming that the ODOT STIP addresses the fiscal constraint for projects included in the RTIP, financed with ODOT controlled funding sources</li> <li>▪ RTIP fiscal constraint analysis coordinated between ODOT and the RTPO</li> <li>▪ System-level estimates of costs and revenues sources that are reasonably expected to be available to adequately operate and maintain federal-aid highways and public transportation.</li> </ul>
	RTIP to include an Environmental Justice (EJ) Analysis
	Preparation and execution of RTIP approval resolution by RTPO Policy Board

## **APPENDIX 3**

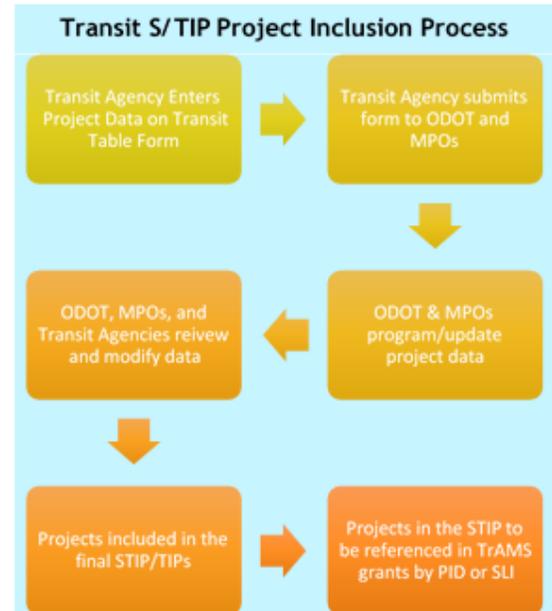
### **Transit Project Table Instructions & Example**

## APPENDIX 3

### TRANSIT 2021-2024 S/TIP TABLE INSTRUCTIONS

For inclusion into the Ohio 2021-2024 S/TIPs, the following process should be followed for Transit Projects.

1. Transit Agency enters project data on Transit Table.
2. Transit Agency submits table to ODOT and MPOs for programming and inclusion in S/TIPs.
3. ODOT and MPOs program and update project data. Note: MPOs to have 1 table per Transit Agency.
4. ODOT, MPOs, and Transit Agencies review and modify project data for inclusion in final S/TIPs.
5. Projects included in final S/TIPs by Statewide Line Item (SLI) Grouped Project or by Individual Project which is identified on the S/TIP Project List.
6. Projects in the STIP will be referenced in TrAMS grants by the PID number or the SLI Grouped Project number.



The below guidance is to assist in filling out the Transit Table to ensure the required/needed project data is provided for projects to be included in the 2021-2024 S/TIPs. *Note: MPOs may utilize the Transit Table Form in their TIPs or another project table format with the goal being the STIP and TIP project data match.*

#### **Transit Project Table Form Guidance**

- **Form Data Entry & Format**
  - Transit Agencies to enter data in the highlighted **yellow** columns only (reference Example Form tab for definition of yellow columns)
  - ODOT Office of Transit to enter **grey** columns.
- **Projects**
  - Only identify projects with scope within the four-year STIP period (SFY 2021-2024)
  - Limit project scope to a four-year period
  - Fiscal Constraint
    - Only identify projects that are fiscally constrained by their projected federal apportionment.
    - State funds should not project an increase for future allocation and apportionment levels
  - Project Identification (PID)
    - Identify PID if project is currently programmed
    - If project is **new** (has not been programmed by ODOT), enter **ASSIGN** into PID column.
    - PID must be identified to be included in TIP and STIP as both documents must coincide.
  - ALIs, funding sources, and information related to a project are to be grouped together using a single PID number
- **Form Submittal** by October 1, 2019 to Juana Hostin, ODOT Office of Transit, via email at [juana.hostin@dot.ohio.gov](mailto:juana.hostin@dot.ohio.gov) and emailed to all applicable MPOs.

**XYZ Transit Agency  
SFY 2021 to SFY 2024  
Urban Transit Project Table (SAMPLE)**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ODOT District	PID	MPO	County	Transit Agency	Project Description	Location	ALI Code	Quantity of Vehicles	Project Type	State Fiscal Year	SAC	Fund Type (F,S,O)	Billing Code	Obligation Description	Estimated Line Amount	Total Project Estimate	FFY Apportionment (Optional)
6	00101	MORPC	FRA	COTA Bus Replacement	Bus Replacement - UTP Flex Funds Transfer Columbus	Central Ohio Transit Authority	Exempt	11.12.01 - Qty 10 11.12.01	Capital Capital	2021 2021	4AT7 LNTF	Fed Local	L400 LNTF	CMAQ-ODOT Local	\$1,200,000 \$300,000	\$1,500,000	
11	00102	BOM	BEL	EORTA 2020 Operating	Operating Assistance Martins Ferry	Eastern Ohio RTA	Exempt	30.09.01 30.09.01 30.09.01 30.09.01	Operating Operating Operating Operating	2021 2021 2021 2021	FTAD 4EG5 4EQ5 LNTF	Fed State State Local	5307 GRF GRF LNTF	Urban Formula OPTGP E&D Local	\$315,174 \$60,083 \$24,723 \$100,000	\$499,980	
12	00103	NOACA	CUY	GCRTA Bus Replacement	Bus Improvement Program	Greater Cleveland RTA	Exempt	11.12.01 - Qty 30 11.12.01	Capital Capital	2021 2021	FTAD LNTF	Fed Local	5307 LNTF	Urban Formula Local	\$9,320,000 \$304,833	\$9,624,833	
12	00104	NOACA	CUY	GCRTA Bus Replacement	Bus Improvement Program Cleveland	Greater Cleveland RTA	Exempt	11.12.01 - Qty 8 11.12.01 11.12.02 - Qty 10 11.12.02	Capital Capital Capital Capital	2021 2021 2021 2021	FTAD LNTF FTAD LNTF	Fed Local Fed Local	5339 LNTF 5339 LNTF	Bus & Bus Facilities Local Bus & Bus Facilities Local	\$2,000,000 \$500,000 \$1,500,000 \$375,000	\$4,375,000	
12	ASSIGN	NOACA	CUY	GCRTA Bus Replacement	Bus Improvement Program Cleveland	Greater Cleveland RTA	Exempt	11.12.01 - Qty 8 11.12.01 11.12.02 - Qty 10 11.12.02	Capital Capital Capital Capital	2022 2022 2023 2023	FTAD LNTF FTAD LNTF	Fed Local Fed Local	5339 LNTF 5339 LNTF	Bus & Bus Facilities Local Bus & Bus Facilities Local	\$2,000,000 \$500,000 \$1,500,000 \$375,000	\$4,375,000	
7	00107	MVRPC	GRE	GCTB Capital Cost of Contracting	Capital Cost of Contracting	Greene County Transit Board	Exempt	11.71.12 11.71.12 11.71.12	Capital Capital Capital	2021 2021 2021	FTAD 4EG5 LNTF	Fed State Local	5307 GRF LNTF	Urban Formula State OTPGP Local	\$760,000 \$88,000 \$102,000	\$950,000	
13	ASSIGN		STW	STW Ohio 2023 Bus & Bus Facilities	Bus & Bus Facilities Statewide	ODOT	Exempt	Blanket ALI	Capital	2023	FTAD	Fed	5339	Bus & Bus Facilities	\$1,100,000	\$1,100,000	

<b>1. ODOT District:</b> Applicable ODOT District in relation to Transit Agency/project.	<b>2. PID:</b> Enter PID number if one exists. If not, enter "ASSIGN".	<b>3. MPO Name:</b> Enter name of applicable MPO for project.	<b>4. County:</b> Enter name of county using three character abbreviation (i.e. BEL, COS, CUY, etc.)	<b>5. Transit Agency:</b> This field can be the name of the transit system or the grantee name. Examples: Middletown Transit System or City of Middletown.	<b>6. Project Description:</b> This field is a brief description of the project.	<b>7. Location:</b> The location is the city where the project is located. For operating service, the location is the city from which service is based.	<b>8. ALI Code:</b> This field is for the FTA Activity Line Item (ALI) Code applicable to the project.	<b>9. Quantity of Vehicles:</b> Only revenue vehicles need to identify quantity of vehicles.	<b>10. Project Type:</b> This field indicates the type of work for the category the project is classified. Choose: Capital, Operating, Planning, Engineering/Design.	<b>11. State Fiscal Year (SFY):</b> Field identifies SFY project is to be submitted to FTA in the form of a grant.	<b>12. SAC:</b> Field used for funding identification for ODOT fiscal analysis.	<b>13. Fund Type (F, S, O):</b> Identifies type of funds - federal, state, or other.	<b>14. Billing Code:</b> Indicates billing type of funding program.	<b>15. Obligation Description:</b> Field indicates name of funding source for federal, state, or local funds. If project has multiple federal funding sources, use a separate row for each federal funding source.	<b>16. Estimated Line Amount:</b> Currency field to indicate cost of each ALI on the project. Identify separate federal, state, and local funding amounts for each line.	<b>17. Total Project Cost:</b> Total cost of the project (sum of Estimated Line Amount for each project)	<b>18. Federal Fiscal Year (FFY):</b> Optional field for transit agency's information to identify the federal fiscal year of apportionment.
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*Transit Agency to enter data for yellow highlighted columns.  
ODOT Office of Transit to enter data for grey columns.*

