



# OFFICE OF CONGRESSWOMAN LOIS FRANKEL (FL-21)

## **Member Designated Project (MDP) for Surface Transportation Authorization: Submission Form and Guidelines**

*For all questions and submissions, please contact Bradley Solyan at ([bradley.solyan@mail.house.gov](mailto:bradley.solyan@mail.house.gov)). All submissions are due by April 16<sup>th</sup>, 2021.*

### ***General Guidelines***

- The House Transportation and Infrastructure has announced Member designated funding opportunities for the 2021 Surface Transportation Authorization legislation.
- Each Member of Congress may request up to \$15-\$20 million total for all submitted projects
- Qualifications:
  - Capital projects eligible under title 23, United States Code, and chapter 53 of title 49, United States Code.
  - These are projects on State Transportation Improvement Plan (STIP), Transportation Improvement Plan (TIP), or can be added to either of those plans.
  - Projects must follow all federal cost share guidelines and the sponsor must be able to show proof of funding.
- Funding would be provided year-one of signing of the bill, however funds can be obligated over a four year period.
- MDP's will not affect state allocations of general transportation funding.

### ***Submission Form with Instructions***

#### **1. Type of Project**

In order to qualify to receive designated funding, projects must be eligible under title 23, United States Code, or chapter 53 of title 49, United States Code. Projects included on the STIP or TIP have been vetted and do not require further verification of eligibility. If you choose to request a project not on the STIP or TIP, further documentation will be required.

#### **2. Name of the Project**

Provide a short name by which the project will be labelled. This name will be listed in legislative text and the Committee on Transportation and Infrastructure legislative report and should provide accurate information to identify the exact project being funded. If the project is on the STIP or TIP, or if you have other information from your state or local transportation agency or transit agency about the formal name of the project, please use that information in the project request.

#### **3. Location of Project**

Provide the City, State, and Congressional district where the project is located Also provide the street name and ZIP code to the extent applicable.

#### **4. Project Sponsor**

List the public agency that is sponsoring the project – a state DOT, MPO, transit agency, local government, territory, Tribal government or other public entity.

Requests for projects listed on the STIP or TIP, or in some cases the long range transportation plan will be most successful in receiving designated funding. The Committee seeks to ensure that designated funds will be able to be obligated by an entity versed in the requirements and process of advancing a project with federal surface transportation funding. Please list only one project sponsor—the entity that will be responsible for carrying out the project. Not-for-profit organizations should coordinate with a public entity that is an eligible recipient of federal-aid funds under title 23 or chapter 53 of title 49.

#### **5. Sponsor Point of Contact**

Provide a name, phone number, and email for a point of contact at the public agency that is sponsoring the project.

#### **6. Project description, including a description of the benefits of the project. (max 1,000 characters)**

In addition, please include a link to additional project information, if available. If the project is on the STIP or TIP, the description of the project as listed on those documents should be incorporated. If the project has a project website, please include a link. In listing project benefits, please include any benefits, if applicable, to help advance the goals of the surface transportation authorization legislation.

#### **7. Amount Requested**

Please provide the amount of funding requested for the project. The requested amount may not exceed the federal share allowable under highway and transit programs, which is typically 80 percent of the project cost. However, there are exceptions to this standard. More information is here for FHWA projects and here for FTA projects. In addition to identifying non-federal match, the Committee is requiring that project requests identify all funds necessary for the project in addition to the requested amount, to ensure the project can advance in a reasonable timeframe. The Committee will not designate funding for projects for which the requested amount represents a portion of the project costs, without the remainder of funding identified.

#### **8. Total Project Cost**

Please provide the total project cost. This information must come from your state DOT, local transportation agency, transit agency, territory, Tribal government, or other project sponsor. Please check the STIP or TIP for this amount.

#### **9. Sources of funding for the non-Member designated share of the cost of the project**

In addition to the statutory requirements for non-federal match, if the requested amount plus the non-federal match does not fully make up the total project cost, the Committee is requiring that projects have funds identified for the project outside of the requested amount. This requirement is to ensure the project can advance in a reasonable timeframe and that designated funds do not sit unspent.

Additional amounts may come from federal funding, such as FHWA formula funding, provided that the total amount of federal funding does not exceed the allowable federal cost share. Acknowledgement of the availability of this funding for this purpose by your state DOT or other public agency that

administers this funding is required. All funding does not have to be “in the bank” at the time of the request, but the specific sources must be identified and reasonably expected to be available within the obligation window. The STIP or TIP is the easiest way to identify project funding.

If a project is on the STIP or TIP, funding reasonably expected to be available is sufficient to ensure the project is obligated within the period of availability for the project funding. If you choose to request a project not on the STIP or TIP, it is the responsibility of the requesting office to demonstrate identified funding to the Committee, and commitment by the transportation agency that controls the identified funding to use those funds on the project. The Committee will not designate funding for projects for which the requested amount represents a portion of the project costs, without the remainder of funding identified.

## **10. Project Phase**

Please select the phase of the project for which funding is sought from among the following choices. The STIP or TIP is the easiest way to identify the project phase. If a project is not on the STIP or TIP, the requesting office should work with the project sponsor to identify this information. If ‘other’ is selected, please verify with the project sponsor to ensure use of the correct term.

- Planning and Environmental Review
- Final Design
- Right of Way
- Capital purchase or lease (including bus purchases)
- Construction
- Other (type box, max 30 characters)

In the case of a funding request limited to planning, the project sponsor must commit to moving the project through the planning phase. All applicable transportation planning and environmental review processes will still apply to the project phase. Note that a funding request for preconstruction that seeks to artificially narrow the scope of alternatives considered or to advance one alternative over other reasonable alternatives would not comply with the requirements of National Environmental Policy Act (NEPA). See 40 CFR 1506.1(a)(2).

## **11. National Environmental Policy Act (NEPA) category of action**

Please select the category of action under NEPA applicable to the project from among the following choices.

- Categorical exclusion
- Environmental assessment
- Environmental impact statement
- Undetermined

## **12. Status of environmental review**

Please select the status of environmental review for the project from the options provided. These options are recognized phases of the environmental review process carried out to satisfy NEPA. If other is selected, please verify with the project sponsor to ensure use of the correct term.

- Pre-review
- Categorically excluded
- Notice of intent published

- FONSI issued
- Draft EIS published
- Final EIS published
- ROD issued
- Other

**13. A description of the process that will be followed to provide an opportunity for public comment on the project (max 1,000 characters)**

Projects that are on an approved STIP or TIP that have been through public comment do not need to solicit additional public comment. If the project has solicited public input as it advanced through the NEPA process, that can also be cited under this question. If the project is not on the STIP or TIP, the requesting office should identify whether the project sponsor has provided other opportunities for public input.

**14. Has the project received federal funding in the past?**

If the project has received federal funding for any phase of the project, please list the source and amount of federal funding received. This should include any formula funding received under FHWA or FTA programs.

**15. Has the project applied for U.S. DOT discretionary grants in the past?**

If the project has applied for U.S. DOT discretionary grants, please list which discretionary grant program and attach the project application.

**16. Letter(s) of support from the state, local government, or non-federal sponsor (please attach)**

The Committee is requiring demonstrated support from the sponsor of the project to accompany each request. The submission must be on letterhead from a public agency responsible for carrying out the project, and must include an expression of willingness to carry out the project and the ability for the funding to be obligated within the time period set forth under federal-aid highway or federal transit requirements.

**17. Is the project on the state, Tribal, or territorial transportation improvement program?**

If the project is on the STIP or Tribal or territorial transportation improvement program, please upload the STIP or provide a link. STIPs are publicly available documents and most are posted on state DOT websites. Offices may provide a link to the STIP in lieu of uploading the document. In addition to a link, the project ID number listed on the STIP should be included to confirm which project is being requested.

Documentation that the project is on the STIP is a clear way to document project readiness and funding availability beyond the requested amount and demonstrates that a transportation agency is ready and able to carry out a project consistent with federal requirements.

**18. Is the project on the metropolitan transportation improvement program, if applicable?**

If the project is on the TIP, please upload the TIP or provide a link.

**19. If funding is provided for this project, can it be added to the STIP/TIP in a reasonable timeframe?**

If the answer is yes, the Committee is requesting a letter from the agency indicating this is the case. If the answer is no, that is a likely indicator that the project may not be ready for designated funding.

**20. Is the project eligible for funding under title 23 (Highways) or chapter 53 of title 49 (Public Transit), which is required under this program?**

Attach proper documentation.

**21. If the project is not included on the STIP/TIP, is the project on a regional or statewide long-range transportation plan?**

If the project is not on the STIP or TIP, inclusion of a project or a suite of projects on a statewide, regional, or local transportation plan will help to indicate whether the project has had a sufficient level of planning and scoping to advance in a reasonable timeframe. If the project is not on the STIP or TIP or a long-range plan, that is a likely indicator that the project may not be ready for designated funding.

**22. Are you submitting this project request in coordination with another Member Office?**

Please include the name(s) of the coordinating Member office of which you are submitting the same project request for. The project names on both Member requests should be identical. Request amounts should be coordinated between the project sponsor and any other members making requests for the same project.