

**Ohio Public Works Commission
District 3 – Franklin County**

State Fiscal Year 2028 Applicant Manual

**State Capital Improvement Program
Local Transportation Improvement Program**



**Public Works
Commission**

Public Works For You



MID-OHIO REGIONAL
MORPC
PLANNING COMMISSION

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OPWC District 3 Schedule for 2026

State Fiscal Year 2028

March 13 Friday, 10:30 a.m.– Noon	Policies & Criteria Working Session 1 MORPC Board Room
April 10 Friday, 10:30 a.m.– Noon	Policies & Criteria Working Session 2 MORPC Board Room
May 8 Friday, 10:30 a.m.– Noon	Policies & Criteria Final Action Meeting MORPC Board Room
August 28 Friday, 5:00 p.m.	Final Applications Due
October 16 Friday, 1:30 – 3:30 p.m.	Applicant Presentations Meeting MORPC Town Hall
November 12 Thursday, 5:00 p.m.	Applicants Receive Draft Scores For their own applications only <i>Staff available to meet with applicants Nov. 16-20</i>
November 23 Monday, 1:30 – 2:30 p.m.	Applicants Scoring Review Meeting Remote Meeting – Applicants Only
December 4 Friday, 1:30 – 3:00 p.m.	Draft Scoring Review Meeting MORPC Board Room
December 18 Friday, 1:30 – 3:00 p.m.	Final Recommendations Action Meeting MORPC Board Room

Meetings will be held at:

Mid-Ohio Regional Planning Commission, Board Room,
111 Liberty Street, Suite 100, Columbus, Ohio, 43215

Transit: MORPC is accessible by COTA routes 1, 4, 5, and 8, as well as the COTA/Plus South Side service zone.

Parking: Electric vehicle charging stations and indoor bike parking are available for MORPC guests. When parking in MORPC's parking lot, please be sure to park in a MORPC visitor space or in a space marked with a yellow "M". Handicapped parking is available at the side of MORPC's building.

If you require special assistance, please notify:

Dan Schmuhl at 614-233-4185 or dschmuhl@morpc.org

OPWC Guidelines and District 3 Policies

Eligibility

Project Location

District 3 encompasses Franklin County. Eligible applicants are the county and all cities, villages, townships, sanitary districts and regional water and sewer districts that have the largest share of their population in Franklin County.

A subdivision should seek funding from the OPWC district in which the subdivision's population is the greatest. For example, the City of Columbus extends into other counties, but the majority of its population resides in Franklin County. Therefore, all applications for projects within Columbus city limits must be submitted to District 3.

Applicants for projects extending outside of District 3 are responsible for 100% of the portion of the project outside the boundary, in addition to the local match for the portion within District 3. Applicants must provide summarized and detailed engineering and construction costs separately for the portions inside and outside District 3.

From [OPWC's Infrastructure Advisories](#) "all Commission funded work must be owned and maintained by a local subdivision. Work not on publicly owned property is ineligible for Commission assistance unless a public easement is obtained."

Funding Programs

State Capital Improvement Program

The State Capital Improvement Program (SCIP) provides a combination of grants, loans, loan assistance, or local debt support to counties, municipalities, and water and sanitary districts. SCIP assistance can be used for road, bridge, culvert, water supply system, wastewater system, storm water collection system, or solid waste disposal facility projects. SCIP grants can cover total project costs up to 90% for repair / replacement or up to 50% for new / expansion. SCIP loans can cover up to 100% of total project costs, with a term up to 30 years not exceeding the useful life of the project and an interest rate of 0%.

Local Transportation Improvement Program

The Local Transportation Improvement Program (LTIP) provides grants to counties, municipalities, and townships. LTIP grants can only be used for road or bridge projects, and cover up to 100% of the project cost. Additionally, projects must have a minimum useful life of seven years.

Project Components

District 3 will not accept an application for an engineering only project. Only applications that include all subsequent phases of projects or project components will be accepted. This means that construction must be included in the application for each segment of the project.

District 3 will not utilize OPWC funds for projects that duplicate existing infrastructure.

OPWC infrastructure funding is eligible for local subdivisions to utilize for Capital Improvements. The ORC ([164.01](#)) defines Capital Improvements as “the acquisition, construction, reconstruction, improvement, planning, and equipping of roads and bridges, appurtenances to roads and bridges to enhance the safety of animal-drawn vehicles, pedestrians, and bicycles, waste water treatment systems, water supply systems, solid waste disposal facilities, and storm water and sanitary collection, storage, and treatment facilities, including real property, interests in real property, facilities, and equipment related or incidental to those facilities.”

Road & Bridge Projects (Projects Eligible for both SCIP & LTIP)

Roadway appurtenances applying as a stand-alone project are eligible for both SCIP and LTIP.

Roadway appurtenances or features that contribute to improved safety such as sidewalks, lighting, turn lanes, and upgrades to traffic control will be considered repair/replacement when they are incidental to the project.

Road and bridge projects requesting a grant or grant/loan combination should submit one funding application in OPWC’s WorksWise portal. This application should reflect the SCIP funding request. The LTIP funding scenario and request should be attached to the application. If the applicant does not supply two applications, staff will assume for the LTIP request that the applicant will provide the SCIP loan request amount as additional local match.

Staff will evaluate road or bridge projects with a utility component for LTIP if all of the following are true:

- The road or bridge work is the primary purpose and are the major components of the project; and
- The road or bridge construction work is such that existing utilities are affected (e.g. disrupted or displaced);

If all of these conditions are not met, then staff will only evaluate the project for SCIP funding. The applicant has the option to submit two funding applications: one for SCIP with the utilities included in the project costs and one for LTIP with the utilities excluded.

Water & Wastewater Projects

The replacement of failed septic and other on-site sewerage treatment systems with connection to a central sewer system will be considered repair/replacement. Failed wells and other water supply systems will also be considered repair/replacement. Both systems will be considered to the extent that the connectors do not open unplatted land to development.

All water and wastewater project components will be considered for funding on a loan basis only. An exception is made for new water supply and wastewater infrastructure in Community Development Block Grant (CDBG) low-income areas where grants and/or no-interest loans are awarded.

Costs related to abandonment and/or demolition of septic tanks are ineligible.

Additional Guidance

For additional guidance on the eligibility of project components, please see OPWC advisories on:

- [Green Infrastructure](#): ‘Green’ options to address stormwater management are eligible as an appurtenance to roadway projects and/or as part of a stormwater solution

- [Useful Life/Designed Service Capacity](#): The minimum useful life of any infrastructure project is seven years

Scheduling

For SFY 28 applications, all projects must have a construction start date no earlier than July 1, 2027, and no later than June 30, 2028. If a project's construction start date is July 1, 2028, or later, the project will be rejected for consideration for the current round.

Construction activities and tasks eligible for consideration when determining construction start date include but are not limited to material handling (including off-site prefabrication), excavation, brush cutting, demolition, utility relocation, grading, footings, form work, backfill, pipe installation, as well as carpentry for water and wastewater treatment facilities. The work performed may include new work, additions, alterations and repairs.

Project applications with delayed schedules for engineering, bidding and construction will be questioned and possibly returned for resubmission in a future program year if they will not proceed during the current program year. Generally, projects must be scheduled to be under construction by the end of the state fiscal year (June 30th) for the program year in which the agreement is released and must be completed within two years of the agreement release. "Off-site" construction for prefabricated materials may be accounted for in the construction schedule.

Projects that are being sold by the Ohio Department of Transportation ("ODOT-let") must use the ODOT sale date. Such project schedules are confirmed with ODOT and will be rejected by the Commission if scheduled into a future program year.

Project schedules are monitored by the OPWC. Failure to meet the project schedule may result in termination of the agreement for approved projects. Projects delayed for reasons which are beyond the control of the subdivision or could not be foreseen or anticipated may, at the discretion of the Commission, receive a schedule extension. Extension requests with the reason for the delay must be made in writing. Projects with delayed schedules that lend themselves to a future funding year may be terminated.

Funding

Previously Paid Costs

Project costs incurred prior to execution of the OPWC Project Agreement may be eligible for OPWC funding per the guidelines in this section.

OPWC Project Agreements will be executed on or after July 1, 2027. Prepaids are expenses directly related to an OPWC-funded project that were incurred and paid by the subdivision prior to signing the OPWC Project Agreement. Acceptable prepaids are preliminary engineering costs and the purchase of easements or right-of-way (infrastructure projects only). All other prepaids must be discussed with the OPWC prior to incurring them. A subdivision must provide evidence of such prepaids with the submission of its first disbursement request. Supporting documentation must include detailed invoices and proof of payment. A subdivision may either request reimbursement (up to one year prior to the date of the Agreement) based on the participation ratio, or credit toward the local match. ([ORC 164.05](#))

Engineering Costs

Preliminary design engineering costs (e.g. soil borings, environmental assessments, surveys, studies, etc.) and final design engineering costs (e.g. detailed design, geologic sampling, soil borings, surveying, and other sub-surface testing) are eligible costs.

The estimated costs of all engineering services on the application are capped at 20% of the total estimated construction costs, excluding construction contingencies. Applications with engineering costs greater than 20% of the total construction cost must be revised by the applicant following the correction process outlined under Application Submission section below.

Right-of-Way Costs

All costs for the purchase of public rights-of-way are eligible per the guidelines listed in this section.

Only right-of-way acquired specifically as part of the project may be considered as local match. Right-of-way acquired as part of zoning or subdivision approval does not count as local match. Voluntary private sector contributions, however, can count as part of the local match.

Utility relocation costs should not be included in the right-of-way costs on the OPWC application. They should be included in the construction costs.

Utility Relocation Costs

Costs to relocate utilities as necessary for the project are eligible.

Utility relocation costs must be included in the construction cost estimate and should not be included in the right-of-way costs.

Local Match

To be considered for SCIP or LTIP funding, an applicant must meet the minimum local match requirement. Note that applications that exceed minimum requirements are typically more competitive.

- For SCIP grants, applicants are required to provide a minimum of 10 percent of the project costs related to the repair/replacement of facilities and a minimum of 50 percent of the project costs for new or expansion projects.
- For LTIP projects, no local funds are required.

The local match is the participation percentage rate that is made up of non-OPWC funds. It can consist of other agency funds (federal, state, or local) or local pre-pays for engineering or right-of-way, or in-kind work (labor, equipment, materials). Pre-pays may either be reimbursed (up to one year prior to the date of the Agreement) or credited toward the local match (OPWC: [Project Administration](#)).

Loans

Loans are available from the SCIP program. Loans can be provided for up to 100% of the project costs with a term of one to thirty years but not exceeding the useful life of the project. Grant and loan combinations are also available. Loan interest rate is 0%. Once the project is completed, a final amortization schedule is provided requiring payments every January and July

until the term of the loan expires. Loans may be paid in full at any time with no prepayment penalty. See [OPWC Loans Overview](#) for more information.

Loans are not available from the LTIP program.

Application Submission

Applications are due by 5 p.m. on Friday, August 28, 2026; District 3 does not grant time extensions. **Applicants will be required to submit applications via the OPWC WorksWise Portal.** To access the portal, you must sign up for a username and password. Visit <https://publicworks.ohio.gov/financial/04-workwise/4-workwise> for details on how to request access, as well as training videos on how to use the system.

Written responses should be underneath corresponding **Response** headers using Arial font, size 11 (9 in tables). Response sections have this formatting pre-applied. The responses to the “Applicant Evaluation Criteria” are limited to one page for each response.

Supportive documentation must be attached individually, with one file for each document cited. Documents cited multiple times only need one copy. Applicants should clearly identify which piece of supporting documentation they are referencing for a given criterion and where the reference is within the documentation. For example, the name of the document being cited and the page number of the reference within that document. This can also include highlighting on the referenced page of the document if the reference is not obvious by page number alone. If referencing an online study or article, please include the link (URL) rather than attaching the full document, and identify what sections are relevant.

The first step in the evaluation process is to check that all the required components of the application have been received and that the proposed project is eligible for funding. Staff will inform the applicant in writing of any required corrections by September 18, 2026; the applicant has five working days to provide the necessary information. Failure to respond will result in staff rejecting the application for that funding round. Authorizing legislation may be submitted after the application deadline if there is a statement in place of the legislation that provides the estimated date of approval. Include the draft legislation if possible. Final legislation must be received by November 6, 2026.

Once applications are determined to be complete and eligible, MORPC staff will apply the criteria to score the applications. The application [district supplement] and supporting documentation will be carefully reviewed to ensure that the application’s statements and claims are valid. If staff has questions or concerns about an application, they will contact the applicant no later than October 30, 2026. Staff will not consider any responses or information received after November 6, 2026, in the scoring of an application.

During the evaluation process, the applicants will have the opportunity to make a five-minute presentation to the PWIC, including questions and answers, for each application. Only one slide with a standard format prepared by staff will be permitted for each project. If the applicant or a representative is not available to make a presentation, staff will provide an overview of the application. The presentations will be given at the PWIC meeting on October 16, 2026.

Applicants will receive draft scores for their applications on November 12, 2026. Staff will be available the week of November 16 to meet with applicants and discuss their scores. The draft scores for all applications will be presented to applicants at a meeting on November 23, 2026.

The PWIC will meet on December 4, 2026, to review the list of applications ranked by draft score and the funding awards that would result. The PWIC, at its discretion, may vote to approve final funding recommendations at this meeting. However, the PWIC is scheduled to meet on December 18, 2026, if necessary, and may approve recommendations at that time.

Awarding

District 3 approves a slate of projects listed in order of priority for each program (SCIP and LTIP) and awards all funding (including funding refused or relinquished by applicants with higher ranked projects) in that order. After SCIP grant money is exhausted, staff will contact project applicants in ranked score order and offer them remaining funds in the form of a loan. The loan amount shall not be greater than the original OPWC amount requested in grant and/or loan.

When a project that is eligible for both SCIP and LTIP scores well enough to receive funds from either program, it will be awarded funds from the program in which it receives a larger grant funding award.

If applications have a tie score in either SCIP or LTIP, the tie will be broken in the following order:

1. Poorest physical condition
2. Largest population served
3. Earliest construction start date (as long as the difference is more than three months)

LTIP Township Set-Aside

Over each five-year funding period, the PWIC must award at least 20 percent of one-third of the total LTIP allocation to townships (ORC 164.14(D)). District 3 will set aside a portion of LTIP funds for townships within the current five-year cycle (SFY 2025 – SFY 2029) to meet this requirement.

If District 3 meets the required township amounts (for a given round or five-year cycle) through the regular District 3 LTIP award process, the PWIC may adjust the set-aside.

Partially Funded Projects

If insufficient funding is available in a program to fulfill an applicant's entire request, the applicant will be offered the remaining balance of the program from which it was funded, subject to the following:

- District 3 will offer any monies from each program returned by June 30, 2027, to the partially funded project up to the total original requested amount.
- A partially funded SCIP project with a grant and loan request will divide its award in the same proportion as the original request (e.g. 25% grant and 75% loan).
- Any unfulfilled SCIP grant request may be fulfilled with loan funds.

Small Government Program

District 3 may submit unfunded applications from villages and townships with populations of less than 5,000 to OPWC to compete statewide for Small Government Program funds. The evaluation is performed by OPWC according to a different set of criteria. District 3 may submit up to nine applications, ranked by priority, for consideration. OPWC reviews applications for eligibility and notifies the applicants of receipt. Confirmed applicants will have 30 days to provide

required and/or additional documentation according to the Small Government Program requirements and methodology.

See OPWC's [Small Government Program](#) page for more information.

Construction

See OPWC [Infrastructure Laws, Rules, and Advisories](#) on:
(<https://publicworks.ohio.gov/programs/infrastructure/Laws,+Rules,+Advisories>)

Minority Business Enterprise (MBE)

District 3 will consider requests for modifications to awards from previous rounds including additional funds, a change in scope, or other significant changes twice a year – at the spring final action meeting and the winter final action meeting. Sponsors of these projects must submit an explanation of the unforeseen circumstances surrounding the request in writing to the District 3 liaison at least 10 days in advance of the proper meeting.

If the OPWC-funded portion of a project comes in under budget, the applicant will return the unexpended amount to District 3's pool of funds to be reallocated to the current or future round through the normal procedures. The applicant cannot use the funds on a new project or an expansion of the existing project. The PWIC may entertain a request from the applicant to do additional work within the scope and intent of the originally approved project to address circumstances unforeseen when the application was submitted.

If circumstances outside an applicant's control significantly delay the construction schedule for a project, including delays attributable to the use of federal funds, the PWIC may approve an exemption for delinquent points given under staff question S10.

The Complete Streets movement encourages planners, engineers, and designers to build road networks that welcome all residents, while the Lifelong Communities movement advocates for people of all ages and abilities to have safe access to services and their surroundings. The PWIC supports Complete Streets and Lifelong Communities in accommodating all modes of transportation for all road and bridge projects submitted for funding.

Legal Disclaimer

The Director of the Ohio Public Works Commission is responsible for the development of the application for projects and approval of methodologies as mandated by Chapter 164 of the Ohio Revised Code (ORC). In the event of any discrepancies or conflicts arising between the supplemental materials provided by the District Integrating Committee, Ohio Public Works Commission policies, and the relevant sections of the ORC and Ohio Administrative Code (OAC), the provisions of the ORC and OAC shall prevail. Any reliance or action taken based on information contained in the supplemental materials shall be at the applicant's own risk, and the Ohio Public Works Commission disclaims any liability for inaccuracies or inconsistencies therein.

OPWC District 3 Methodology for Scoring

Applicant Evaluation Criteria - SFY 2028



Important

Read each criterion carefully and respond as directed. Many criteria will ask you to enter information into a table. Enter other information underneath **Response** headers using Arial font, size 11 (9 in tables). Individual responses are limited to one page each.

Supportive documentation must be attached individually, with one file for each document cited. Files cited multiple times only need one copy. Applicants should clearly identify which piece of supporting documentation they are referencing for a given criterion and where the reference is within the documentation.

Each question (A1-A16) has a raw score between 0 and 5 points. The raw score for each criterion will be multiplied by its weight to determine its final score.



Response Required

Begin by completing the project component table below.



Documentation Required

Attach a plan view or map to illustrate the scope of the project.

Response:

Component	Existing? (Y/N)	Quantity	Proposed Change? (Y/N)	Quantity
ADA curb ramps				
Bike lanes				
Bridge/Culvert				
Bus stop/shelter				
Curb and gutter				
Multi-use path				
Road				
Roundabout				
Sanitary sewer				
Sidewalks				
Street lighting				
Storm sewer				
Traffic signal				
Turn lane(s)				
Waterlines				
Other (specify)				

A1) PHYSICAL CONDITION

Weight: SCIP = 8; LTIP = 6

Required by: ORC 164.06(B)(2), 164.14(E)(9)

Criteria Scoring:

Points will be awarded to a project based on the condition rating of the primary infrastructure type being replaced or repaired. Projects that are 100% new or expansion work can skip this question as they do not score in this criterion. If the existing facility is not being abandoned or repaired, but a new facility is being built, it shall be considered as an expansion project. The proportion of a project which is new or expansion work will be considered when scoring projects which are constructing a new roadway.

**Important**

Condition is based on the amount of deterioration that is field verified or documented, exclusive of any issues regarding capacity, serviceability, or health, safety, and welfare issues. Condition is rated only on the existing facility being repaired or abandoned.

**Response Required**

For any project type, consider the information provided below and select the condition rating that represents the average physical condition of all components of the infrastructure to be repaired or replaced.

Response:

Select Condition	Condition Rating	Description	Points
	Good	Requires routine maintenance and periodic repairs to maintain integrity	1
	Fair	Requires minor rehabilitation to maintain integrity	2
	Poor	Requires partial reconstruction or extensive rehabilitation to maintain integrity	3
	Critical	Requires major reconstruction to maintain integrity	4
	Failed	Permanently closed or out of service. Beyond any corrective action	5

**Response Required**

Complete the table below for each type of infrastructure to be repaired or replaced. If the infrastructure type does not have an applicable table, complete the "Other" table.

**Documentation Required**

Attach documentation of how the condition rating was determined (with the pavement condition rating form, ODOT Bridge Inspection Field Report, documentation of waterline break frequency, etc.). Applicants are encouraged to provide photos depicting the current physical conditions.

Response:

Roads, Bridges and Culverts

Location (Road Segment, Bridge Location, etc.)	Rating (e.g. PCR, Bridge Rating)

Water Supply

Average annual number of breaks per 1000 miles of pipe	
Percent of water unaccounted for (out of total produced)	
Number of EPA violations in the past year	
Peak demand compared to design capacity (percent)	
Tuberculation in water lines (Yes/No)	

Wastewater Systems

Facility influent flows and/or organic loads compared to design levels (percent)	
Number of violations that exceed 20% of the NPDES permit limits in the past year *	
Have formal enforcement proceedings started? (Yes/No)	

** Do not include violations due to improper operation of the facility.*

Stormwater Collection

Average number of breaks per 1000 miles of pipe	
*Instances of flooding (select one):	
After heavy storms, in limited areas	
After heavy storms, fairly widespread	
Often, in limited areas	
Often, fairly widespread	

** Documentation includes testimony from utility, emergency and public services and/or property owners. Provide pictures if possible.*

Solid Waste

Start year of operations	
Percent of approved floor space filled	
Estimated remaining life (years and months)	
List any best available technology (BAT) features in use:	

Other (signals, sidewalks, curb ramps, etc.)

Estimated remaining years of useful life	
Other applicable condition rating (cite methodology)	



Response Required

Why did you select the physical condition checked in the criteria score table? Identify the methodology applied for rating the condition.

Response:

A2) AGE

Weight: SCIP = 1; LTIP = 1

Required by: ORC 164.06(B)(2)

Criteria Scoring:

Points are awarded based on the project's primary infrastructure type and its associated life expectancy, according to the following table. Projects will score points if the number of years is greater than or equal to the number provided. Projects with more than one infrastructure items of its primary infrastructure type will use a weighted average.

The following formula will be used by MORPC to calculate the weighted average. For each item, multiply the 'Years Since Last Major Rehabilitation' by the '% of Total Measurement Amount', then sum the result across all items.

$$\text{Weighted Years Since Last Major Rehabilitation} = \sum_{\text{Item(s)}} \text{'Years Since Last Major Rehabilitation'}_{\text{Item}} * \text{'\% of Total Measurement Amount'}_{\text{Item}}$$

Last major rehabilitation is defined as a rehabilitation that is at an equivalent or greater scope to what the project is currently proposing.

Infrastructure Type	Measurement Unit	Typical Useful Life (years)	5 points	4 points	3 points	2 points	1 point
			Weighted Years Since Last Major Rehabilitation:				
Bridges	SQFT	75	75	60	45	30	15
Traffic signals	Intersections	12	12	10	7	5	2
Full-depth road construction	SQFT	25	25	20	15	10	5
Less than full-depth replacement	SQFT	15	15	12	9	6	3
Pump, lift station, equipment	Count	15	15	12	9	6	3
Sanitary sewers	Linear Feet	40	40	32	24	16	8
Storm sewer	Linear Feet	40	40	32	24	16	8
Water lines	Linear Feet	40	40	32	24	16	8
ADA curb ramps	Count	25	25	20	15	10	5
Sidewalks	Linear Feet	25	25	20	15	10	5
Multi-use paths	Linear Feet	15	15	12	9	6	3

? Response Required

Fill out the table below for each existing individual infrastructure item of the project's primary infrastructure type. A project has only one primary infrastructure type but can complete work on multiple items of that type. For example, a project with a 'full depth road construction' primary infrastructure type could include each existing roadway segment or intersection that has a differing rehabilitation scope or differing years since last major rehabilitation. For such a project, it would only need to provide information on those roadway segments or intersections, but not other project elements. If the project only has one item of the primary infrastructure type, 'Measurement Amount' can be left blank. Otherwise, measurement amount is calculated using the measurement unit for the primary infrastructure type in the table above. Measurement amount is the existing area being rehabilitated for each item.

Response:

Primary Infrastructure Type Item Name	Years Since Last Major Rehabilitation	Measurement Amount*

? Response Required

For each item in the table above, briefly describe the scope of the proposed rehabilitation and that of its last major rehabilitation. If the item has never been rehabilitated, provide the number of years since it was constructed. No documentation is necessary for OPWC's LTIP or SCIP, but OPWC's Small Government Program requires proof of age.

Response:

A3) CRASHES

Weight: SCIP = 5; LTIP = 6

Required by: ORC 164.14(E)(10)

Criteria Scoring:

To receive points, the applicant, in the response box below, must provide rationale and demonstrate how the proposed project will reduce fatal and serious injury (FS) crashes. If the response is left unanswered, no points will be awarded for crashes.

If the rationale is sufficient, MORPC staff will analyze the most recently available 5 years of crash data in the project area. This crash data originates from crash reports provided to the Ohio Department of Public Safety (ODPS). The Ohio Department of Transportation (ODOT) receives this data, processes and "deep cleans" it annually once all prior-year crashes have been fully reported, then provides this processed data directly to MORPC. As such, scores calculated using crash data from other sources may differ from those generated by MORPC.

Additionally, road and bridge projects are scored using different variables than stand-alone pedestrian and bicyclist roadway safety projects.

The following variables will be used for road and bridge projects.

Variable	Name	Description	Calculation
A ₁	Crash Frequency	Number of crashes	A ₁ = Number of crashes
A ₂	Crash Density	Crashes per mile	$A_2 = \frac{A_1}{\text{Length(miles)}}$
B ₁	FS Crash Frequency	Number of FS crashes	B ₁ = Number of FS crashes
B ₂	FS Crash Density	FS crashes per mile	$B_2 = \frac{B_1}{\text{Length (miles)}}$
C	FS Crash Rate	FS crashes per 10 million vehicles using average daily traffic (ADT)	$C = \frac{B_1}{\text{ADT} * 365 \text{ days} * 5 \text{ years} * 10^{-7}}$
D	FS Crash Frequency (Pedestrian / Bicyclist)	Number of FS crashes involving pedestrians or bicyclists	D = Number of FS crashes involving pedestrians or bicyclists

Projects with a combined project length of less than 0.5 miles will be evaluated using the frequency based A₁ and B₁ variables. Projects with a combined project length equal or greater than 0.5 miles will be evaluated using the density based A₂ and B₂ variables.

Using each variable's value, staff will score them 0 to 5 using the table below. The final score will be determined by the average point value of all four variables (A₁ or A₂, B₁ or B₂, C, and D).

Points	A ₁	A ₂	B ₁	B ₂	C	D
0	<10	<15	0	0	0	0
1	10 to <20	15 to <30	1	0 to <1.5	0 to <0.3	0
2	20 to <30	30 to <50	2	1.5 to <3.0	0.3 to <0.6	0
3	30 to <40	50 to <70	3	3.0 to <4.5	0.6 to <0.9	1
4	40 to <50	70 to <100	4	4.5 to <6.0	0.9 to <1.2	1
5	50+	100+	5+	6.0+	1.2+	2+

The following variables will be used for pedestrian and bicyclist roadway safety projects:

Variable	Name	Description	Calculation
D	FS Crash Frequency (Pedestrian / Bicyclist)	Number of FS crashes involving pedestrians or bicyclists	$D = \text{Number of FS crashes involving pedestrians or bicyclists}$
E ₁	Crash Frequency (Pedestrian / Bicyclist)	Number of crashes involving pedestrians or bicyclists	$E_1 = \text{Number of crashes involving pedestrians or bicyclists}$
E ₂	Crash Density (Pedestrian / Bicyclist)	Crashes per mile involving pedestrians or bicyclists	$E_2 = \frac{E_1}{\text{Length(miles)}}$

Projects with a combined project length of less than 0.5 miles will be evaluated using the frequency based E₁ variable. Projects with a combined project length equal or greater than 0.5 miles will be evaluated using the density based E₂ variable.

Using each variable's value, staff will score them 0 to 5 using the table below. The final point score will be determined by the average point value of the two variables (D, and E₁ or E₂).

Points	D	E ₁	E ₂
0	0	0	<1.5
1	0	1	1.5 to <3
2	0	2	3 to <5
3	1	3	5 to <7
4	1	4	7 to <10
5	2+	5	10+



Response Required

How will this project reduce the number of fatal and serious injury (FS) crashes?



Documentation Required

Do NOT include police crash reports with the application. A safety study may be provided for additional support.

Response:

A4) PUBLIC SAFETY

Weight: SCIP = 2; LTIP = 2

Required by: ORC 164.06(B)(4), 164.14(E)(10)

Criteria Scoring:

Where a range of points is specified for a condition, the score will be based on a combination of severity, frequency, and quality of supportive evidence.

? Response Required

Mark the unsafe conditions currently attributable to the infrastructure that will be addressed by the project.

i Documentation Required

Supportive evidence, such as letters from officials, public notices of service disruptions, photos, media articles, communications to or from residents, etc., is required for each unsafe condition.

Response:

Check if Documented	Current Condition	Points (up to 5)
	Geometric issues (sharp curve, severe drop-off, poor sight distance, etc.)	1 to 2
	Delayed emergency response	1
	Insufficient lighting	1
	Frequent flooding or standing water in open areas	1
	Loss of water service (more than 24 hours)	2
	Insufficient fire hydrant flow	1
	Extended closure resulting in rerouted traffic	3
	Extended closure of bridge or emergency route	5
	Other unsafe conditions	1 to 2

? Response Required

Describe each unsafe condition or situation caused by the existing infrastructure and how the project would address it. If there are applicable design or safety standards that the infrastructure currently fails to meet, provide the standard and its source, and describe how the project compares to the standard both currently and after the project is completed.

Response:

A5) PUBLIC HEALTH PROBLEM

Weight: SCIP = 5; LTIP = 0

Required by: ORC 164.06(B)(4), 164.14(E)(10)

Criteria Scoring:

The points awarded for each condition will be within the specified range based on a combination of severity, frequency, and quality of supportive evidence.

? Response Required

Check applicable conditions in the table below.

i Documentation Required

Supportive evidence, such as letters from officials, public health notices, photos, media articles, enforcement actions, communications to or from residents, etc. is required for each condition. Contamination must be documented with evidence of the presence of contamination in excess of public health standards.

Response:

Check if Documented	Current Condition	Points (up to 5)
	Infestation of mosquitoes, insects or rodents	1 to 2
	Structure flooding (stormwater)	1 to 3
	Structure flooding (sanitary)	2 to 4
	Health department or EPA orders to fix	2 to 4
	Biofilm in water lines OR contamination of drinking water	1 to 4
	Contamination of environment	2 to 4
	Other public health problem	1 to 5

? Response Required

Describe each public health problem or unhealthy condition. Explain how the existing infrastructure contributed to it, and how the proposed project will correct or mitigate it.

Response:

A6) ECONOMIC GROWTH AND DEVELOPMENT

Weight: SCIP = 3; LTIP = 5

Required by: ORC 164.14(E)(3)

Criteria Scoring:

This criterion relates to the potential of the project to facilitate the creation or retention of commercial (i.e., office, industrial, or manufacturing) or retail jobs in District 3 (Franklin County). Additionally, this criteria can include residential developments. Depending on the type of documentation provided, applicants can receive points for either the sum of A6a and A6b, the sum of A6c and A6d, or the sum of A6e and A6f, for a maximum of 5 total points.

Check If Documented	Documentation	Points
	A6a) Letter from an economic development entity	1
	A6b) The project is located fully or partially within a TIF, CRA, or JEDD	1
OR		
	A6c) Contract or letter from a commercial or retail developer	3
	A6d) Less than 25 commercial or retail jobs created or retained	1
	A6d) At least 25 commercial or retail jobs created or retained	2
OR		
	A6e) Contract or letter from a residential developer	3
	A6f) Less than 25 housing units created	1
	A6f) At least 25 housing units created	2

A6a) Letter from an Economic Development Entity**Documentation Required**

Provide a copy of a signed letter from an economic development entity not affiliated with the applicant indicating that the project supports the potential creation or retention of commercial (i.e., office, industrial, or manufacturing) or retail jobs in Franklin County.

Response:**A6b) The project site is fully or partially within a TIF, CRA or JEDD****Documentation Required**

Provide documentation that demonstrates that the project is located fully or partially within a Tax Increment Finance (TIF) district, Community Reinvestment Area (CRA), or Joint Economic Development District (JEDD). A Community Reinvestment Area (CRA) is ineligible unless the agreement clearly states the CRA focuses on commercial, retail, or residential development.

Response:

A6c) Contract or Letter from the Developer



Response Required

Identify the name and industry type of development.



Documentation Required

Provide a copy of a signed contract or letter of commitment from the developer outlining the proposed plan.

Response:

A6d) Creation of New Jobs or Retention of Existing Commercial or Retail Jobs



Response Required

Is this project's infrastructure improvement necessary to secure a particular development or redevelopment? If so, please explain the relationship between the project and the development. The applicant must show that the jobs would not be created or retained but for this project. General statements that the project will promote development in the area are not sufficient

Response:



Response Required

How many new permanent commercial or retail jobs are being created within District 3? How many permanent commercial or retail jobs are being retained within District 3? Provide an explanation below or attach documentation that demonstrates that the jobs would have been lost to the district without the development.



Documentation Required

Provide documentation of a development proposal stating the number of permanent jobs that will be located there and the geographical area from which any existing jobs would be relocating from. The applicant must provide a letter or agreement from the prospective developer outlining the proposed plan, or provide an existing land use plan that shows how this project's infrastructure improvement directly supports the creation of jobs.

Response:

A6e) Contract or Letter from the Residential Developer



Response Required

Name of the residential development.



Documentation Required

Provide a copy of a signed contract or letter of commitment from the residential developer outlining the proposed plan. A traffic impact study from the developer identifying the need for this project is also sufficient.

Response:

A6f) Creation of New Housing Units



Response Required

Is this infrastructure improvement necessary to secure a particular residential development or redevelopment? If so, please explain the relationship between the project and the development. The applicant must show that the housing units would not be created but for this project. General statements that the project will promote development in the area are not sufficient

Response:



Response Required

How many new housing units are being created in District 3?



Documentation Required

Provide documentation of a development proposal stating the number of new housing units being constructed. The applicant must provide a letter or agreement from the prospective residential developer outlining the proposed plan, or provide an existing land use plan that shows how this project's infrastructure improvement directly supports the creation of new housing units.

Response:

A7) CONGESTION

Weight: SCIP = 0; LTIP = 7

Required by: ORC 164.14(E)(2)

Criteria Scoring:

Projects will be scored based on the greatest level of service improvement it provides to either a movement within an intersection or an entire intersection as a whole. Note that improvements beyond LOS C do not receive credit; no additional points are earned if multiple movements or intersections receive an LOS improvement; and that projects can only score once, i.e. can't receive points for both an improvement at a movement and an intersection.

- Greatest LOS improvement for a movement within an intersection
 - 0 Points – No LOS improvement below LOS C
 - 1 Point – 1 LOS letter step improvement towards LOS C
 - 2 Points – 2 LOS letter step improvements towards LOS C
 - 3 Points – 3 LOS letter step improvements towards LOS C
- Greatest LOS improvement for an entire intersection
 - 4 Points – 1 LOS letter step improvement towards LOS C
 - 5 Points – 2+ LOS letter step improvements towards LOS C

**Response Required**

If the project is addressing an intersection that is currently or forecasted to be below LOS C, complete the table below showing the improvements the project will make towards LOS C, if applicable. Use the project's opening and design year (opening + 20 years) AM and PM peak-hour LOS for both no-build and build scenarios. In the "Location of LOS Improvement" column, specify which portion of the traffic is experiencing the corresponding LOS improvement. For example, does the LOS apply to an entire intersection or to the northbound to westbound turning movement?

**Documentation Required**

The LOS calculation (using the Highway Capacity Manual, Synchro or similar, including growth rate rationale and showing peak hour, timing, and movements) must be attached to receive credit. If current ADT is not from [MORPC](#) or [ODOT](#), a traffic count report is required.

Response:

Location of LOS Improvement	Movement or Intersection?	Opening Year LOS		Design Year LOS	
		No-Build Scenario (AM / PM)	Build Scenario (AM / PM)	No-Build Scenario (AM / PM)	Build Scenario (AM / PM)

 Response Required

Please explain how design year ADT was developed, including the growth rate rationale.

Response:

A8) PUBLIC INVOLVEMENT

Weight: SCIP = 4; LTIP = 4

Criteria Scoring:

Points are awarded to projects based on the completed public involvement elements in the table below. Projects may only receive a maximum of 5 points for this criterion.



Response Required

Check each of the public involvement elements the project completed as part of its public engagement process.



Documentation Required

Provide the documentation requested to receive credit for each element checked.

Response:

Check if Documented	Public Involvement Element	Points
	<u>Public notifications issued</u> - Documentation required: Attach the public notification - Can be in the form of a press release, website posting, social media posting, flier, or public notification letter	1
	<u>Stakeholder Engagement</u> - Documentation required: Identify the stakeholders consulted with in the response below - Possible stakeholders: County Engineer, Service Director, Mayor, City Council, Township Trustees, fire, police, schools, businesses, historical society, transit providers, large employers in, or adjacent to the project area	2
	<u>Conduct a public meeting</u> - Documentation required: Attach meeting agenda, meeting notices, and summary of comments with responses if received - Typically, open house meetings with presentations, but can be virtual - Requires direct invitations and public notices of meeting with at least a 15-day notice	3
	<u>Provide public review and comment period</u> - Documentation required: Attach comments as well as project's response - Minimum of 15-day comment period	1



Response Required

Provide a brief description of any additional details of the project's public involvement elements that should be considered as part of this criterion.

Response:

A9) RECOGNIZED NEED

Weight: SCIP = 3; LTIP = 3

Required by: ORC 164.06(B)(9), 164.14(E)(5)

Criteria Scoring:

Points will be awarded for providing at least one document for each of the document types listed in the table below.

? Response Required

Complete the following table to identify how the project was identified as a need.

i Documentation Required

Attach an excerpt of the applicable document as proof for each row of the table except priority (i.e., Plans, Programs, and Progress/Readiness). If the origin of the excerpt is unclear, also include the cover, introduction, or executive summary.

Response:

Check If Documented	Document	Document Type	Points
	Preliminary engineering study	Plans	2
	Comprehensive or community plan		
	Special study		
	Task force findings		
	Other planning document		
	Capital Improvement Plan (CIP)	Programs	1
	Annual Budget		
	Voluntary submission of a Capital Improvement Report (CIR)		
	Other systematic infrastructure inventory		
	Signed engineering design contract specific to the project	Progress / Readiness	2
	Authorized task order within a general contract		
	A statement that design is in-house (or, for townships and villages, will be completed by the Franklin County Engineer's Office)		

A10) SERVICE TO THE DISTRICT

Weight: SCIP = 6; LTIP = 6

Criteria Scoring:

Points will be awarded based on the highest scoring guideline that the metric meets or exceeds

**Response Required**

Complete the table below for the applicable project type. Provided metrics should directly relate to infrastructure that the project is addressing.

**Documentation Required**

Provide the documentation requested in the table to support the metric provided.

Response:

Facility Type	Measure & Documentation	Metric Value	Scoring Guidelines	
Road Bridge	Average Daily Traffic (ADT) Include a traffic count report if the ADT is not from MORPC or ODOT.		0 ADT	1 point
			3,000	2
			8,000	3
			15,000	4
			30,000	5
Waterlines Sanitary Sewer Solid Waste	Number of residents and employees OR Number of residences and businesses Provide a map of the service area.		0 people	1 point
			175	2
			231	3
			520	4
	Number of bicycles and pedestrians served daily Provide documentation if available. If documentation is unavailable, staff will calculate jobs and population density within ½ mile of the project. The ADT of the adjacent roadway will also be considered.		1000	5
			Staff determines relative to other projects	
Storm Sewer	Tributary drainage area (in acres) Provide a map of the service area.		0 acres	1 point
			41	2
			121	3
			300	4
			600	5

A11) AREA WITH SPECIAL CONDITIONS OR IMPORTANT COMMUNITY FACILITIES

Weight: SCIP = 4; LTIP = 4

Criteria Scoring:

2 points for one community resource or special condition

4 points for two community resources or special conditions

5 points for three or more community resources or special conditions

? Response Required

List community resources directly served by the project and special conditions that are present within the project limits in the table below

Community facilities are those that provide public/institutional services, such as hospitals, schools, police/fire stations, community centers, parks, libraries, universities, etc. The facility or combination of facilities must serve a significant number of people daily to count. Commercial facilities shall not be considered important community facilities for the purposes of this criterion.

Regionally significant facilities are those that contribute to increased economic development throughout the Central Ohio Region. This could include major aerodromes, multimodal freight centers, and employment centers.

i Documentation Required

For table items that require additional documentation, provide evidence showing that the community resource or special condition is applicable to the project.

Response:

Check If Applicable	Community Resources or Special Conditions	Additional Documentation Required
	Community facilities	
	Regionally significant facility	
	Public housing site or Federal CDBG-designated low-income area	Yes
	Access for people with disabilities (new sidewalks and ADA curb ramps)	
	Transit route or bus stop within project limits	Yes
	Historic district - must be federal or state approved	Yes
	Tie-in with other improvements, such as neighborhood revitalization, or earlier phases	Yes

? Response Required

For each table item checked, provide descriptive information that can identify the specific community resources or special conditions claimed for each table item.

Response:

A12) OTHER INFORMATION

Weight: SCIP = 2; LTIP = 2

Criteria Scoring:

2 points will be awarded to the applicant's highest priority project among the applications submitted this round. Up to 3 additional points may be rewarded based on project qualities and characteristics that are not captured elsewhere in the application.



Response Required

Is the project the applicant's highest priority among the applications (or the only application) submitted this round?

Response:

_____ **Yes** _____ **No**



Response Required

What other information should the District 3 Committee know that would warrant additional points? Highlight qualities and characteristics that would not be evident elsewhere in the application.

Examples:

- Unusual/unique and relevant material
- Innovative green construction techniques (LEED certification, green infrastructure, etc.)
- Project characteristics considered under other criteria, which either do not meet the standards to receive points or greatly exceed the guidelines for maximum points

Response:

A13) ABILITY & EFFORT TO FINANCE THE PROJECT

Weight: SCIP = 2; LTIP = 2

Required by: ORC 164.06(B)(6), 164.14(E)(6)

Criteria Scoring:

Points will be awarded based on the table below.

? Response Required

Is the unfunded project cost more than 25% of the subdivision's total general fund plus any other funds that can be used for this type of infrastructure? The **unfunded project cost** is the total project cost less any Other Match sources in Criterion S2 (federal, state, private, etc.).

i Documentation Required

To receive credit, the applicant is required to submit a copy of the subdivision's Annual Tax Budget for the year commencing January 1, 2027. ORC 5705.28 asks subdivisions to submit these budgets to the Franklin County Auditor's office in July 2026. The applicant must highlight or mark the portions of the budget eligible to fund this project. For an application in which more than one subdivision is contributing to the Applicant Match, submit the Annual Tax Budget for the subdivision making the largest contribution to the project.

Response:

Check If Documented	Percentage of Subdivision's Total Funds for the Infrastructure Type	Points
	Unfunded project cost represents less than 25% of subdivision's total annual funding that can be used for this project.	0
	Unfunded project cost represents 25% to 50% of subdivision's total annual funding that can be used for this project.	3
	Unfunded project cost represents more than 50% of subdivision's total annual funding that can be used for this project.	5

A14) SPECIAL TAX OR FEE

Weight: SCIP = 3; LTIP = 3

Required by: ORC 164.14(E)(6)

Criteria Scoring:

3 points for one item

5 points for two or more items



Response Required

Complete the table that follows to show any taxes, fees, or funding mechanisms devoted to local public infrastructure eligible for SCIP or LTIP. The revenue source does not have to be directly related to the project in the application. The purpose of this question is to determine the level of effort the applicant has made to fund its infrastructure by enacting a special tax or fee to improve its infrastructure.



Documentation Required

Documentation (e.g. legislation) is required for any specific tax or fee, except for the optional motor vehicle license fee and TIFs that are included in the [Franklin County Auditor's Tax Incentive Hub](#).

Response:

Check If Documented	Special Tax or Fee
	Permissive \$5 motor vehicle license fee
	Additional permissive \$5 motor vehicle license fee
	Storm water management fee
	Tax Increment Financing (TIF) Revenue
	Other (specify, e.g., road levy):

A15) PEDESTRIAN, BICYCLE & TRANSIT ACCOMMODATION

Weight: SCIP = 2; LTIP = 2

Criteria Scoring:

Staff will determine what level of accommodation and improvements the project provides using the table and responses below.

Accommodations & Improvements	Points
There will be all of the appropriate pedestrian, bicycle and/or transit accommodations, and the project will add or improve them.	5
There will be all of the appropriate pedestrian, bicycle and/or transit accommodations, but the project will not add or improve them.	4
There will be some, but not all, of the appropriate pedestrian, bicycle and/or transit accommodations, and the project will add or improve them.	3
There will be some, but not all, of the appropriate pedestrian, bicycle and/or transit accommodations, but the project will not add or improve them.	2
There will not be any appropriate pedestrian, bicycle or transit accommodations. However, it would be unreasonable to expect the project to improve them because of reasons provided by the applicant	1
There will not be any appropriate pedestrian, bicycle or transit accommodations, and the project would reasonably be expected to provide accommodations	0



Important

When designing accommodations for all users of the transportation system, it is important to ensure safety, ease of use, and ease of transfer between modes. Information about Complete Streets and a toolkit that contains information on different roadway scenarios that accommodate all user is available at: <http://www.morpc.org/tool-resource/complete-streets/>. Applicants are encouraged to contact MORPC for assistance in designing their project.

Consider the following questions and respond below:



Response Required

Describe the current accommodations for pedestrians, bicyclists, and transit users within the project area

Response:



Response Required

What modifications, improvements, or additions to pedestrian, bicycle, and transit accommodations are included in the project scope? These could include installation, repair, replacement, or other modifications.

Response:

 Response Required

What pedestrian, bicycle and transit accommodations were considered when developing the project scope? Please provide an explanation of any factors which led to pedestrian, bicycle or transit accommodations not being included in the project scope.

Response:

A16) JOINT FINANCIAL PARTNERSHIPS

Weight: SCIP = 1; LTIP = 1

Required by: ORC 164.14(E)(7)

Criteria Scoring:

1 point will be awarded for each partner entity contributing greater than 1% of the total project cost (or 10% of the required local match).

1 additional point will be awarded for each 5% of the total project cost being contributed by all partner entities.

The max score is capped at 5 points.

? Response Required

Complete the following table if the project is a joint financial partnership where another agency provides at least 10% of the required local match or 1% of the total project cost (whichever is higher) as part of the local share. Eligible participating local entities are all political and taxing jurisdictions in Franklin County. Funds provided by federal or state agencies are not eligible for this criterion.

i Documentation Required

A letter documenting financial commitment between the agencies must be attached.

NOTE: If your project is a joint project in which two or more political subdivisions are contributing funds to the project, regardless of the portion, OPWC will require an executed cooperation agreement prior to releasing funds. In the application to District 3, a letter of agreement signed by a representative of the subdivision(s) cooperating with the applicant may serve as a placeholder for an executed agreement. However, if District 3 approves funding for the joint project, OPWC will require an executed agreement. The applicant will need to execute a cooperative agreement by the June following the application submittal (June 2027) to receive OPWC funding.

Response:

Check If Documented	Participating Local Entity	Match Provided

Staff Evaluation Criteria - SFY 2028



Important

Read each criterion carefully and respond as directed. Some criteria will ask you to enter information into a table. Enter other information underneath **Response** headers as Arial font, size 11 (9 in tables). Individual responses are limited to one page each.

Supportive documentation must be attached individually, with one file for each document cited. Files cited multiple times only need one copy. Applicants should clearly identify which piece of supporting documentation they are referencing for a given criterion and where the reference is within the documentation.

Each question (S1-S12) has a raw score between 0 and 5 points. The raw score for each criterion will be multiplied by its weight to determine its final score.

Most Staff Evaluation Criteria are scored using information entered into the Ohio Public Works Commission Application for Financial Assistance (on Public WorksWise) and the Applicant Evaluation Criteria. The other criteria are provided here to inform the applicant of the scoring methodology.

S1) APPLICANT MATCH

Weight: SCIP = 2; LTIP = 2

Required by: ORC 164.06(B)(6)

Criteria Scoring:

Points for SCIP and LTIP are awarded on the percentage of the Applicant Overmatch.

Applicant Overmatch (% of Total Funding)	Points
$\geq 0\%$ and $< 5\%$	0
$\geq 5\%$ and $< 15\%$	1
$\geq 15\%$ and $< 25\%$	2
$\geq 25\%$ and $< 35\%$	3
$\geq 35\%$ and $< 45\%$	4
$\geq 45\%$	5

For SCIP scoring, the Applicant Overmatch is the SCIP Applicant Match percentage minus the Required Minimum Match percentage. SCIP Applicant Match is the sum of the Applicant Match and the SCIP loan requested on the application. Required Minimum Match for SCIP assistance is 10 percent of the repair/replacement portion of the project cost and 50 percent of the new/expansion portion of the project cost.

If the SCIP Applicant Match is less than the Required Minimum Match, there is Unmet Minimum Match, which must be met with Other Match (Criterion S2).

SCIP Applicant Match = Local Public Agency Funds + SCIP Loan Request

Required Minimum Match = $(10\% * \text{Repair \& Replace Total}) + (50\% * \text{New \& Expansion Total})$

Applicant Overmatch (If ≥ 0)

OR = SCIP Applicant Match - Required Minimum Match

Unmet Minimum Match (If < 0)

For LTIP scoring, there is no Required Minimum Match. Therefore, the Applicant Overmatch is equal to the project's Applicant Match.

 Important

The Applicant Match does not include federal, state, or private sources or any other sources included in Other Match (Criterion S2).

The Applicant Overmatch is the portion of the match that exceeds the Required Minimum Match. Applications that provide an Applicant Overmatch earn points for S1 or S2, depending on the source of the match.

Funds from other sources are weighted more heavily than those from the applicant because: the applicant is leveraging OPWC funds, thereby using all available resources; it demonstrates that another agency has seen enough merit in the applicant's project to commit funding to it; and the OPWC assistance may prevent the loss of the other funds to the district, if the applicant could not otherwise find enough funding to proceed with the project.

 Response Required

Is the applicant or other responsible local public agency putting more than the required minimum into the project?

The Applicant Match is the total local revenues committed to the project by the applicant and any other local agencies that have the responsibility to maintain a portion of the project. It includes:

- Any funds from another local entity that has any maintenance responsibility for the project.
- Tax increment fund (TIF) revenues.
- Permissive license fee revenues, county motor vehicle license tax revenues, or any other funds held by the Franklin County Engineer that are earmarked for a specific local agency.
- Any funds under control of the applicant or other local agencies that have any responsibility to maintain a portion of the project.
- The portion of funds from a Special Improvement District (SID) that were paid by the applicant.

 Documentation Required

If any agencies, other than the applicant, that have any responsibility to maintain a portion of the project are contributing to the Applicant Match, the applicant must provide a letter of commitment or intent from the entity providing the funds.

Response:

Local Subdivision with Maintenance Responsibility	Cash Contribution	In-Kind or Force Account Contribution
Applicant		
Total		

S2) OTHER MATCH

Weight: SCIP = 4; LTIP = 4

Required by: ORC 164.06(B)(7), 164.14(E)(4)

Criteria Scoring:

Points for SCIP and LTIP are awarded on the size of the Other Overmatch.

Other Overmatch (% of Total Funding)			Points
≥ 0%	and	< 5%	0
≥ 5%	and	< 15%	1
≥ 15%	and	< 25%	2
≥ 25%	and	< 35%	3
≥ 35%	and	< 45%	4
≥ 45%			5

For LTIP scoring, there is a Required Minimum Match, which was determined in Criterion S1. To determine the Other Overmatch, the Other Match must be reduced by any Unmet Minimum Match, also determined in S1. If applicable, Unmet Minimum Match must be negative.

SCIP Other Overmatch = Other Match + Unmet Minimum Match

For LTIP scoring, there is no Required Minimum Match. Therefore, the Other Overmatch is equal to the project's Other Match.



Important

The Other Match does not include funding from the applicant or any other sources included in Applicant Match (Criterion S1).



Response Required

What other funds (federal, state, private) will be utilized in the project's undertaking?

Other Match contributions come from sources that are not under the control of the applicant and not from agencies with maintenance responsibility for a portion of the project. Sources of Other Match may include:

- State, federal, or other public sources.
- Private contributions, such as from a developer.
- County Engineer contributions, if the county has no maintenance responsibility for any portion of the project.
- Portion of Special Improvement District (SID) that were not paid by the applicant.



Documentation Required

The applicant must provide a letter of commitment or intent from any entities contributing to the Other Match.

Response:

Other Match Contributor	Revenue Contribution	Value of In-Kind Contribution
Total		

S3) SCIP LOAN REQUEST

Weight: SCIP = 3; LTIP = 0

Criteria Scoring:

Points will be awarded based on the portion of the total SCIP assistance that is requested in the form of a loan or loan assistance. Points are awarded if the SCIP loan requested is no less than \$50,000 OR the applicant requests 100% of their assistance in the form of a loan or loan assistance, whichever is less.

Loan Request (% of Total OPWC Funds)			Points
$\geq 0\%$	and	$< 10\%$	0
$\geq 10\%$	and	$< 25\%$	1
$\geq 25\%$	and	$< 50\%$	3
$\geq 50\%$	and	$< 100\%$	5

S4) APPLICANT'S ECONOMIC CONDITION

Weight: SCIP = 5; LTIP = 0

Required by: ORC 164.06(B)(8)

Criteria Scoring:

Points are awarded based on the subdivision's per capita income using the staff lookup table located at the end of the Staff Evaluation Criteria (Appendix A).

The subdivision's per capita income is used as a stand-in to determine a community's financial health and thus the ability for the applicant agency to fund the project. Agencies with less ability to fund projects earn more points. Per capita income is derived from census data and cannot be directly affected by the applicant.

S5) USEFUL LIFE

Weight: SCIP = 0; LTIP = 1

Criteria Scoring:

Points are awarded based on the project's composite useful life using the Design Service Capacity & Useful Life Worksheet.

Useful Life (Years)	Points
≥ 7 and < 10	1
≥ 10 and < 20	2
≥ 20 and < 30	3
≥ 30 and < 40	4
≥ 40	5



Response Required

If the useful life of any component exceeds the typical useful life outlined in the worksheet instructions, please explain in the response below.



Documentation Required

The project's useful life must be shown in the Design Service Capacity & Useful Life Worksheet. Provide any additional supporting documentation as necessary.

Response:

S6) OLDER LAND-LOCKED SUBURBS

Weight: SCIP = 1; LTIP = 1

Criteria Scoring:

Points are awarded based on whether the project is only repairing or replacing infrastructure within an older land-locked suburb. Applicable projects will receive five points.

Project costs must be 100% for the repair or replacement of infrastructure as certified on the Design Service Capacity & Useful Life Certification.

Project must be within the corporate boundary of an “older land locked suburb,” or a municipal corporation with a boundary that has been primarily fixed for at least 30 years and for which no substantial opportunity exists for further expansion. Eligible municipalities are listed below:

Bexley	Riverlea
Brice	Valleyview
Grandview Heights	Whitehall
Marble Cliff	Worthington
Minerva Park	Upper Arlington

S7) LAST ROUND FUNDED

Weight: SCIP = 1; LTIP = 1

Criteria Scoring:

Projects will score points based on the last round that the applicant received any form of OPWC funding from SCIP, LTIP, or the Small Government Commission. Staff will use OPWC records to determine the last round in which the applicant received OPWC assistance.

Number of Rounds Since Last OPWC Award	Points
1 to 2 (SFY 2026 or SFY 2027)	0
3 to 4 (SFY 2024 or SFY 2025)	1
5 to 6 (SFY 2022 or SFY 2023)	3
7 or more (SFY 2021 or earlier)	5

S8) PERCENT NEW/EXPANSION

Weight: SCIP = 2; LTIP = 0

Required by: ORC 164.06(B)(1)

Criteria Scoring:

Points will be awarded based on the percentage of the project that is new or expansion using the Design Service Capacity & Useful Life Worksheet.

New or Expansion (% of Total Costs)	Points
≥ 90%	0
≥ 75% and < 90%	1
≥ 50% and < 75%	2
≥ 25% and < 50%	3
> 0% and < 25%	4
0%	5



Documentation Required

The percentage of the project that is new or expansion must be shown in the Design Service Capacity & Useful Life Worksheet. No reference is required for this documentation.

S9) PERCENT ROAD, BRIDGE, OR STORM DRAINAGE

Weight: SCIP= 2; LTIP = 0

Required by: ORC 164.06(B)(3)

Criteria Scoring:

Points will be awarded based on the percentage of the project that is road, bridge, or storm drainage infrastructure using the Design Service Capacity & Useful Life Worksheet. The following formula determines the points awarded:

Points awarded = $5 * (\% \text{ Roads, Bridges, or Storm Drainage})$

The District 3 Committee emphasizes the use of SCIP funds for projects that do not have a direct relationship with user fee collection. In the SCIP program, projects with higher proportions of road, bridge, or storm drainage components earn more points.



Documentation Required

The percentage of the project that is road, bridge, or storm drainage infrastructure must be shown in the Design Service Capacity & Useful Life Worksheet. No reference is required for this documentation.

S10) CONSTRUCTION START

Weight: SCIP = 1; LTIP = 1

Criteria Scoring:

Points will be awarded to projects with an award date on or before May 31st, 2028, based on the applicant's number of delinquent projects from prior rounds.

Number of Delinquent Projects	Points
0	5
1	3
2 or more	0

It is important that projects start construction within the program year. To encourage projects to meet this requirement, projects that are scheduled to award a construction contract by May 31 of the program year are eligible to receive points. The award date is the Bid Advertisement and Award End Date on the OPWC application form.

Local agencies are also encouraged to complete construction and close out projects with OPWC without undue delay, because any unused project funds will become available for current applications.

Projects that do not begin construction and close out in a timely fashion are considered delinquent. A project is delinquent when any of the following conditions are met:

- Projects awarded assistance in SFY 2026 (Round 39) or earlier that have not awarded a construction contract by June 30, 2026. Staff will contact applicants to obtain the status of their projects by June 30.
- Projects awarded assistance in SFY 2023 (Round 36) or earlier that have not been closed out with OPWC by June 30, 2026. "Closed out" means final disbursement has been requested and the appropriate paperwork has been submitted to OPWC to close this project.

Applicants with delinquent projects will be notified by July 31, 2026.

Projects awarded assistance in SFY 2028 (this round) will be considered delinquent if they have not been awarded by June 30, 2028.

S11) TOWNSHIP

Weight: SCIP = 0; LTIP = 2

Required by: ORC 164.14(E)(8)

Criteria Scoring:

Points will be awarded to projects whose applicant is a township. Applicable projects will be awarded five points.

The District 3 Committee recognizes the unique funding difficulties faced by townships and is committed to supporting them. As part of its statutory goal to provide a certain portion of LTIP funding to townships, District 3 awards additional points to township applicants for that program.

S12) PORTION OF OPWC FUNDS REQUESTED

Weight: SCIP = 2; LTIP = 1

Required by: ORC 164.06(B)(5)

Criteria Scoring:

Points will be awarded to projects based on the total amount of OPWC funds requested according to the following tables for the SCIP and LTIP programs. Points are only awarded to the respective program scoring and are not additive.

Total SCIP Funds Requested	Points
$\geq \$5,000,000$	0
$\geq \$2,000,000$ and $< \$5,000,000$	1
$\geq \$1,000,000$ and $< \$2,000,000$	3
$\geq \$0$ and $< \$1,000,000$	5

Total LTIP Funds Requested	Points
$\geq \$3,500,000$	0
$\geq \$1,000,000$ and $< \$3,500,000$	3
$\geq \$0$ and $< \$1,000,000$	5

Appendix A) Staff Look-Up Table

AGENCY	TYPE	SMALL (1)	ECOCOND (2)	MVLICFE (3)	TOWNSHIP
Bexley	City		2	1	0
Canal Winchester	City		3	1	0
Columbus	City		4	2	0
Dublin	City		2	0	0
Gahanna	City		3	1	0
Grandview Heights	City		2	2	0
Grove City	City		3	1	0
Groveport	City		3	1	0
Hilliard	City		2	2	0
New Albany	City		1	1	0
Obetz	City		3	0	0
Reynoldsburg	City		3	1	0
Upper Arlington	City		2	1	0
Westerville	City		3	1	0
Whitehall	City		4	2	0
Worthington	City		2	2	0
Blendon	Township		3	2	5
Brown	Township	Y	2	0	5
Clinton	Township	Y	4	1	5
Franklin	Township		4	2	5
Hamilton	Township	Y	4	2	5
Jackson	Township	Y	3	1	5
Jefferson	Township		2	2	5
Madison	Township		3	2	5
Mifflin	Township	Y	3	2	5
Norwich	Township	Y	2	0	5
Perry	Township	Y	2	2	5
Plain	Township	Y	1	1	5
Pleasant	Township		3	0	5
Prairie	Township		3	1	5
Sharon	Township	Y	2	1	5
Truro	Township	Y	4	1	5
Washington	Township	Y	2	0	5
Brice	Village	Y	4	0	0
Harrisburg	Village	Y	4	0	0
Lockbourne	Village	Y	4	2	0
Marble Cliff	Village	Y	1	1	0
Minerva Park	Village	Y	3	2	0
Riverlea	Village	Y	2	1	0
Urbancrest	Village	Y	5	1	0
Valleyview	Village	Y	4	0	0
Franklin County	County		3	2	0
Jefferson W/S	District		2	0	0

(1) SMALL - Any community with a 2020 population of 5,000 or less

(2) ECOCOND- based on 2020 per capita income

(3) MVLICFE - communities that have enacted one or two \$5 increments of the local motor license fee per Chapter 4504 of the Ohio Revised Code. Source: <https://www.bmv.ohio.gov/doc-fees.aspx>

OPWC District 3 Attachment Templates

Design Service Capacity & Useful Life Worksheet Instructions:

Do not need to submit instructions on WorksWise Platform

Design Service Capacity & Useful Life Worksheet:

Submit as 'Useful Life Statement' on WorksWise Platform

This worksheet is available in Excel format on MORPC's website. All applications to the District 3 Public Works Integrating Committee must include this or a similar worksheet.

Certification of Detailed Cost Estimate, Design Service Capacity, and Useful Life:

Submit as 'Design Service Capacity' on WorksWise Platform

Authorizing Legislation:

Required to submit an application.

Chief Financial Officer's Certification of Local Funds / Loan Repayment Letter:

Submit as 'CFO Certification' on WorksWise Platform

Only include the second paragraph statement if the application is for a loan or grant / loan combination.

Cooperative Agreement:

If your project is a joint project in which there are two or more political subdivisions, OPWC will require an executed cooperation agreement prior to releasing funds.

In the application to District 3, a letter of agreement signed by a representative of the subdivision(s) cooperating with the applicant may serve as a placeholder for an executed agreement. However, if District 3 approves funding for the joint project, OPWC will require an executed agreement. The applicant will need to execute a cooperative agreement by the June following the application submittal (June 2027) to receive OPWC funding.

Detailed Engineer's Estimate:

The Estimate should specify items with prices and quantities necessary for the project. Do not summarize construction into one item. A construction contingency up to 10% is permitted but inflationary adjustments are not. If the Useful Life Statement is provided on a separate page then both pages must have an engineer's seal or stamp and signature.

Farmland Preservation Review Letter:

Required for projects that have an impact on farmland.

Design Service Capacity & Useful Life Worksheet Instructions

Column a: Check all the individual components of the infrastructure that are involved in your project. If there are additional components that are not listed, add them in the blank rows provided. Do not include right-of-way or any engineering.

Column b: Indicate the total cost for each infrastructure component. This should have already been accomplished as part of preparing the engineer's estimate of the project cost, which should have been divided into the major infrastructure components (see above). Total column b.

Column c: Indicate the percentage portion repair or replacement of existing infrastructure that does not substantially increase designed service capacity. Roadway appurtenances or features that contribute to improved safety such as sidewalks, lighting, turn lanes, and upgrades to traffic control will be considered repair/replacement when they are incidental to the project. (These incidental items should not exceed one-third of the total construction costs.) If the existing facility is not being abandoned or repaired, but a new facility is being built, it shall be considered as an expansion project.

Column d: Calculate the dollar-repair/replacement product by multiplying column b by column c and insert the total in column d.

Column e: Indicate the individual useful life for each component. If the useful life of any component exceeds the typical useful life outlined below, the applicant must provide Supportive Documentation in the application to verify.

Infrastructure Component	Typical Useful Life
Bridge	75 years
Sanitary sewer	40 years
Storm sewer	40 years
Water line	40 years
Full-depth road construction	25 years
Sidewalk	25 years
Less than full-depth replacement	15 years
Multi-use path	15 years
Pump, lift station, equipment	15 years
Electrical traffic control & lighting	12 years

Column f: Calculate the dollar-useful life product for each component by multiplying column b by column e and insert the total in column f.

At the bottom of the form:

- g.** Calculate the average repair/replacement portion of the project by dividing the total of column d by the total of column b.
- h.** Calculate the average expansion portion of the project by subtracting the project average repair/replacement percent from 100%.
- i.** Calculate the average useful life of the project by dividing the total of column f by the total of column b.
- j.** Calculate the road/bridge/storm portion of the project by dividing the sum of the road/bridge/storm components by the total of column b.

The resulting values of **g.**, **h.**, and **i.** at the bottom of the worksheet must match the corresponding values on the OPWC application and must appear on the Professional Engineer's Certification form.

Design Service Capacity & Useful Life Worksheet

Applicant: _____ **Project:** _____

(a)	(b)	(c)	(d)	(e)	(f)
Major Component*	Cost (\$1,000)	Portion Repair / Replace (%)	Repair / Replace Product	Useful Life (Years)	Useful Life Product
Road/Bridge/Storm					
Bridge				75	
Full-depth road construction w/ drainage				25	
Full-depth road construction w/o drainage				25	
Partial-depth road construction w/ drainage				15	
Partial-depth road construction w/o drainage				15	
Storm Sewer				40	
Sidewalk				25	
Multi-Use Path				15	
Non-Road/Bridge/Storm					
Sanitary Sewer				40	
Water Lines				40	
Pump, Lift Station				15	
Total					

* Major Infrastructure Components should correspond to the subtotaled elements in the engineer's detailed estimate.

- (g) **Portion Repair/Replacement:** $S(d) / S(b) =$ _____ %
- (h) **Portion New or Expansion:** $100\% - S(d) / S(b) =$ _____ %
- (i) **Weighted Useful Life:** $S(f) / S(b) =$ _____ years
- (j) **Portion Road/Bridge/Storm (RBS):** $S(b \text{ for RBS}) / S(b) =$ _____ %

Certification of Detailed Cost Estimate, Design Service Capacity, and Useful Life

Project: _____

Detailed Cost Estimate

As required by Rule 164-1-16(A) of the Ohio Administrative Code, I hereby certify the prudence of the dollar amounts contained in Project Estimated Costs - Section 1.1 on the OPWC Application and as outlined on the Engineer's Detailed Cost Estimate.

Design Service Capacity

In addition, as per 164-1-14(C), I attest that the costs entailed in this project are

_____ % for repair of existing infrastructure without substantially increasing design service capacity or replacement of existing infrastructure with infrastructure that has a design service capacity substantially equivalent to the design service capacity of the existing infrastructure and

_____ % for new infrastructure that adds to existing infrastructure or expansion that replaces existing infrastructure with infrastructure that has a design service capacity substantially greater than the design service capacity of the existing infrastructure,

regardless of the relative physical dimensions of the existing or replacement infrastructure or that uses a substantially different service technology than is used by the existing infrastructure.

Useful Life

Further, as required by Rule 164-1-13(A) of the Ohio Administrative Code, I hereby state that this project will result in infrastructure with a **minimum useful life of _____ years** as determined in accordance with generally accepted engineering principles and practices within this state and taking into account both the specific climatic and other environmental conditions of the infrastructure's site as well as the infrastructure's full, anticipated design use loads.

Must be certified by a registered professional engineer below

***Professional Engineer's Signature & Official Seal
(Electronic versions are acceptable)***

Authorizing Legislation

A RESOLUTION AUTHORIZING [INSERT NAME AND / OR TITLE] TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the [Insert Name of Political Subdivision] is planning to make capital improvements to [Insert Project Name], and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by [Insert Name of Political Subdivision]:

Section 1: The [Insert Name and/or Title of the individual who signs the application] is hereby authorized to apply to the OPWC for funds as described above.

Section 2: The [Insert Name and/or Title of the Chief Executive Officer of the application] is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Passed: [Insert Date]

[All Required Signatures Here]

Chief Financial Officer's Certification of Local Funds / Loan Repayment Letter

[Insert Date]

I, [Insert title] of the [Insert name of political subdivision], hereby certify that [Insert name of political subdivision] has the amount of [Insert amount of local funds] in the [Insert name of account / fund] and that this amount will be used to pay the local share for the [Insert name of project] when it is required.

I, [Insert title] of the [Insert name of political subdivision], hereby certify that [Insert name of political subdivision] has / will have / will collect the amount of [Insert amount of loan] in the [Insert Name of Account / Fund] and that this amount will be used to repay the Ohio Public Works Commission SCIP or RLP loan requested for the [Insert name of project] over a [Insert number of years] term.

[Name, Title and Signature of Chief Financial Officer]

Cooperative Agreement

[INSERT RESOLUTION NUMBER / DATE]

[Insert name of subdivision "A"] and [Insert name of subdivision "B"] enter into a cooperation agreement to submit an application to the Ohio Public Works Commission for the [insert project name].

[Subdivision A] will provide funds equal to [insert percent] percent of the total project cost. Such funds will come from [insert name of account / fund].

[Subdivision B] will provide funds equal to [insert percent] percent of the total project cost. Such funds will come from [insert name of account / fund].

[Subdivision B] authorizes [Subdivision A] to serve as lead applicant and to sign all necessary documents.

[Subdivision A] agrees to pay its [insert percentage] of the cost as invoices are due / at the end of the project / as otherwise agreed upon.

[Subdivision B] agrees to pay its [insert percentage] of the cost as invoices are due / at the end of the project / as otherwise agreed upon.

[Signatures for Subdivision A]

[Signatures for Subdivision B]

Detailed Engineer's Estimate

[Insert Project Name]

Item	Quantity	Unit	Price	Amount
Total				

[Engineer's Signature and Stamp or Seal]

Farmland Preservation Review Letter

[Insert Project Name]

[Insert Date]

This review is to comply with Farmland Preservation Review Advisory of the Ohio Public Works Commission and the Governor's Executive Order 98-IIV. This review was accomplished by [insert name of subdivision / agency that conducted the review].

1. The immediate impact the project will have on productive agricultural and grazing land related to land acquisition.

[Insert response]

2. Indirect impact that will result in the loss of productive agricultural and grazing land from development related to the project.

[Insert response]

3. Mitigation measures that could be implemented when alternative sites or locations are not feasible.

[Insert response]

[Insert Signature and Title]