

Policies for Managing CORPO-Dedicated Funds

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1. Introduction

The federal transportation program in the United States was authorized in 2015 by the Fixing America's Surface Transportation Act, or FAST Act. Of the many funding programs that this law reauthorized, CORPO utilizes the Surface Transportation Block Grant (STBG) program. Through the biennial state transportation budget, the Ohio Department of Transportation (ODOT) has dedicated a portion of these funds to the state's regional planning organizations (RTPOs), including the Central Ohio Rural Planning Organization (CORPO). CORPO's program depends upon the continuation of federal funding programs and ODOT's policy. Each RTPO is charged with dedicating the funds to projects and activities sponsored by local public transportation agencies located within the RTPO. Through this policy document, CORPO has established a competitive evaluation process to determine which of the requests will be granted.

2. Process Milestones and Schedule

The basic process of awarding funds to projects consists of:

- CORPO soliciting for project applications.
- CORPO staff evaluate information from applicants based on established criteria.
- A CORPO Funds Selection Committee, made up of CORPO Board members and any project sponsor applying for funding, reviewing the staff evaluations and making recommendations for awards.
- A public involvement process on the funding recommendations
- The CORPO Board adopts awards based on CORPO Funds Selection Committee and public comments.

The following table provides the timeline for this cycle.

Below is the schedule for the 2026 application and selection process:

Date	Milestone
11-2-2026	CORPO Adopts CORPO Dedicated-Funds Policy
1-4-2027	Two-year funding cycle application period opens
1-6-2027	CORPO hosts an Applicant Workshop from 2:30 p.m. to 3:30 p.m.
2-5-2027	Applications must be completed online by 5 p.m.
2-12-2027	Staff notifies sponsors of any errors and omissions on the application.
2-26-2027	CORPO Staff emails RTPO Funding Committee an overview of applications received, and the results of the application evaluations
3-5-2027	RTPO Funding Committee meets to make recommendations for the public comment period
3-8-2027	Staff publishes draft list of selected projects and opens public comment period.
4-9-2027	Close of public comment period
5-3-2027	RTPO Funding Committee makes final recommendations of funding awards to CORPO Board
5-3-2027	CORPO Board meets to approve funding commitments.

3. Eligibility and Requirements

3.1 Eligible Sponsors

The application sponsor must be a public agency within a County that is a dues paying CORPO member or is a MORPC dues paying member within any CORPO county and is legally eligible to enter a contract with ODOT. Citizen groups, other private organizations, public school districts, or government agencies ineligible to contract with ODOT may indirectly sponsor an application by coordinating with a sponsoring agency. The sponsoring agency assumes responsibility for executing the project. The sponsoring agency must own the proposed project facility and/or must own the property on which the proposed project will be located upon completion of the project.

The sponsoring agency's legislative body (e.g., city council) must approve a resolution or legislation committing the agency to maintain the facility, equipment, or other activity proposed in the application.

3.2 Eligible Roadways: The Federal-Aid System

The federal-aid status of a roadway is largely determined by its functional classification. These classifications are determined by each state's department of transportation (in conjunction with RTPOs such as CORPO and local officials) based on criteria established by the Federal Highway Administration (FHWA). Roads functionally classified as local streets are not part of the federal- aid highway system and are not normally eligible for federal transportation funds. Roads functionally classified as Minor Collectors that are located outside of the Urbanized Area also are not normally eligible for federal transportation funds. Minor Collectors within the Urbanized Area and all Major Collectors, Arterials, Freeways/Expressways, and Interstates are eligible for federal transportation funds. Note that although roads not on the federal-aid highway system are typically ineligible for federal funding, bridge, sidewalk, and multi-use path projects on local roads are typically eligible.

3.3 Eligible Activities: The CORPO Transportation Plan (CTP)

To be eligible for funding, the proposed activity must be identified on the CORPO Transportation Plan (CTP). The project must be outside the Metropolitan Planning organization (MPO) boundary. The CTP identifies many individual roadway and bikeway projects as well as line items for other activity and project types. The proposed activity does not have to exactly match the CTP project listing but should be consistent with it. Some activities, such as transit, pedestrian facilities, maintenance, intermodal access, and studies, are strategies identified within the CTP. If a project or activity applying for funding is not specifically listed in the CTP or clearly fall within a line item, the sponsor must provide justification as to how it is included in the CTP.

3.4 Eligible Costs

3.4.1 Non-Federal Matching Requirements

This program limits funding to 80 percent of eligible costs and requires a 20 percent match. Matching funds must be provided in cash, as in-kind contributions are not permitted.

3.4.2 Prior Federal Authorization

The STBG funds utilized in the CORPO dedicated funds are not grants. They operate on a reimbursement basis as work progresses. Costs for any activity that occurs prior to authorization of the project phase by the Federal Highway Administration (FHWA) are not eligible for reimbursement. The sponsoring agency will be responsible for those costs. In some cases, actions taken by the applicant that are inconsistent with the project development process (e.g., acquiring right-of-way before environmental clearance or through inappropriate means) can jeopardize the use of federal funds on the project.

3.5 Eligible Activities

The U.S. Department of Transportation has established eligibility requirements for the STBG, which are summarized below. Contact CORPO staff if you have a question on the eligibility of a proposed activity.

3.5.1 STBG Eligibility Guidance

The STBG funding program is generally flexible. Meaning, any capital project or program eligible for federal highway or transit funding is eligible for STBG funds. STBG funds may be used for design & construction, expansion, reconstruction, preliminary engineering, right of way or preservation projects on any federal-aid roadway (See Sec. 3.1) or a bridge on any public road, transit capital projects, bicycle, and pedestrian projects, and intracity and intercity bus terminals and facilities.

Guidance on eligibility for STBG funds is available on the FHWA website here.

CORPO prefers sponsors of construction projects to undertake preliminary development and detailed design activities without use of CORPO-dedicated funds because it shows the sponsor's commitment to their project. It also avoids spending the additional time needed to procure engineering services when federal funds are used. CORPO may commit funds for preliminary engineering.

If CORPO-dedicated funds are used for PE, the consultant must be selected through a quality-based selection process. ODOT must ensure that consultant selection complies with applicable USDOT requirements, whether FTA or FHWA. Consultants working on projects with a commitment of CORPO-dedicated funds for any phase must be pre-qualified by ODOT.

3.6 Guidance for Applicants

Applicants should consider the following points before applying:

Scrutinize the cost versus benefit when applying for federal funds. The program requirements can be demanding, and what is believed to be a small, inexpensive project can spiral quickly into a

complicated and expensive one.

- Federally funded projects are subjected to many requirements, including the National Environmental Policy Act (NEPA), the Uniform Relocation Assistance and Real Property Acquisition Act, and other state regulations and standards.

- When developing a project schedule, keep in mind that the project will be subject to all the ODOT Project Development Process (PDP). Many steps will take much longer than if they were performed in-house. Even the least complicated projects do not happen overnight. Remember that ODOT has thousands of projects being developed at any given time. ODOT cannot expedite one applicant's project at the expense of other projects.

- Before hiring a consultant, review the experience of the personnel assigned to the project have with federally funded projects. How many have they successfully advanced through the system? When, where, and what type of project(s)? Consultants working on projects with a commitment of CORPO-dedicated funds for any phase must be pre-qualified by ODOT.

4 Application Process for New Funding Commitments

There is a two-step process to apply for new funding commitments – an Applicant Workshop and Application. The process begins with an announcement of solicitation of applications and a workshop for potential applicants.

4.1 Applicant Workshop

To prepare applicants for the upcoming application process, CORPO staff will host an applicant workshop following an announcement of solicitation of applications. The workshop will provide an overview of timelines, eligibility, activity categories, and the application, evaluation, and selection processes, in addition to other information relevant to applicants. Additionally, staff will explain data sources derived or used by CORPO as part of project evaluation.

4.2 Application

Applications will be submitted through a digital form (submitted electronically) and are due based on the table on page 4. The application will include an authorized signature, a supporting resolution, a cost estimate (certified by a professional engineer, architect, or other appropriate professional discipline), and the information needed to evaluate the application using the criteria in Section 5. Applicants should use ODOT's preliminary cost estimating procedure or some similarly detailed procedure. Refer to ODOT's Office of Estimating website for guidance:

Applicants will be asked to provide the following information as applicable to provide an understanding of the project or activity:

- Project Title
- Project Scope
- Project Type
- Sponsoring Local Public Agency
- ODOT PID (if assigned)
- CORPO Transportation Plan (CTP) Project ID or Status
- NEPA acknowledgement
- Applicant contact information
- Project Limits (From – To)
- Project Length
- Schedule information including at minimum:
    - Right-of-way authorization date
    - Award contract date
    - Date funds are needed (if not a construction activity)
- Source, amount, and percent of phase subtotal for
    - Preliminary engineering
    - Right-of-way
    - Construction
    - Total
    - Other costs

CORPO staff will review the applications for eligibility and completeness and will confirm the receipt of applications. The sponsors will be contacted if there is incomplete information and be provided with the opportunity to provide the additional information. If a sponsor submits more than one application, the sponsor will provide a priority ranking of the applications.

In addition to the items already listed, applicants will provide a schedule that is realistic and recognizes the processing and review times needed by ODOT and other state and federal agencies in the project development process.

Applicants will be asked in the application to acknowledge that all projects are subject to NEPA.

5 Evaluation and Selection Process

Because of the expected demand for CORPO-dedicated federal funds, the CORPO Board developed criteriaand a process to identify the best candidates for funding. The criteria reflect the CORPO 2023-2050 Transportation Plan (CTP) goals and objectives.

The following generally describes the evaluation and selection process:

a. Staff shall apply the scoring criteria to applications for new funding commitments.

b. Staff shall submit the collected information about each application and the scores for each application to the CORPO Funds Selection Committee for review and comment.

c. The CORPO Funds Selection Committee shall select applications to recommend for new funding commitments.

d. The recommended program of funding commitments shall be provided to CORPO's members, and the public for review and comment.

e. At the conclusion of public involvement, the applications, schedules, and costs will be endorsed through the CORPO Board process and incorporated into the STIP.

5.1 Evaluation Criteria and Scoring Process

As part of the continuing CORPO Transportation Planning process, CORPO completed and adopted the 2023-2050 CORPO Transportation Plan (CTP) in November 2023. The following six goals and objectives were established for the CTP:

- **Preserve** and maintain the existing transportation system in a state of good repair.
  - Minimize the number of bridges structurally deficient or functionally obsolete.
  - Maximize the miles of pavement in acceptable condition.
  - Maximize the miles of bike and pedestrian paths in acceptable condition
- A **safe** transportation system for all users.
  - Minimize crashes including pedestrian and bicycle related crashes.
  - Improve user education to minimize unsafe driving behaviors such as a lack of seatbelt use, distracted driving, impaired driving, and others.
- **Accessibility** and mobility options for all users.
  - Better connect CORPO communities with each other
  - Provide transportation facilities that enhance the transition between rural, urban, and other adjacent areas.
  - Improve and expand modal connection locations
  - Increase outreach, coordination and collaboration among local governments, area residents, businesses, and other community groups and organizations.
- An **Integrated**, connected and coordinated transportation system.
  - Increase outreach to advocacy and community groups including area residents, local governments, agencies, and organizations.
  - Improve connections between regions by utilizing various modes of

transportation, including passenger rail.
    - Increase local community collaboration and coordination efforts to achieve mutually beneficial outcomes.

- A transportation system that promotes a **collaborative** and focused approach to support **economic** vitality.
    - Improve strategic freight related facilities (e.g., highway, rail, intermodal, etc.).
    - Increase access to employment areas and sites
    - Develop multipurpose corridors
- Preserve and enhance **environmental** resources and sustainability through the transportation system.
    - Increase use of non-single occupant vehicles (local transit, intercity transit, ridesharing, biking, walking).
    - Provide transportation facilities consistent with local land use, environmental and sustainability plans.

The criteria for evaluating applications for new funding commitments are used to measure how well they advance the six goals and measurable objectives identified for the 2023-2050 CTP. These criteria help ensure consistency between the CTP goals and the funding commitments that result from this process. The criteria for evaluating applications follow and consist of qualitative information based on the information in the application as well as quantitative data.

Applications will be scored for each goal on a scale of 1 to 10. The score will be established subjectively based on overall consideration of the CORPO-derived goals and objectives assigned to each of the goals. Although there is no specific weighting of each criterion, there are weights applied to each of the goals.

The application will be scored for each goal and its related objectives, relative to the other applications' data and statements for the goal. If the information associated with a particular goal does not provide a meaningful distinction between two applications, they will receive the same score for that goal. For minor differences, the scores between two applications will be close to each other. For applications that are clearly separated based on the goals and objectives score, the applications' total scores will be significantly different. Included with the goal score will be a brief rationale for the score that highlights the most significant contributing factors.

CORPO staff will compile the data for each goal and objective. Then, staff will develop the preliminary rationale to document how each scoring measure impacted each application score. The CORPO Funds Selection Committee will then review the scores and rationales and make modifications as necessary to reach agreement.

5.2 Activity Categories

CORPO promotes a multi-modal transportation system and the need to provide funding for different types of transportation projects and activities. The following are some of these different categories of projects.

- **System Preservation –** This category includes projects that are solely replacement or maintenance of existing roadway infrastructure without resulting in operational changes to motor vehicle traffic.

- **Roadway Capacity/Operational Changes –** Projects that increase the motor-vehicle capacity of the regional transportation system or result in operational changes comprise this category.

- **Bike and Pedestrian –** This category includes any activity that primarily benefits bicycle and pedestrian transportation.

- **Transit –** This category includes any activity that primarily benefits public transportation.

- **Other –** If the funding request does not fit into any of the above categories, it falls into this category.

These different project types have address different needs and have different benefits that make it difficult to compare against each other using a single set of evaluation and scoring criteria. Realizing this, the scoring resulting from applying the criteria described in section 5.4 should be viewed as a tool in comparing distinctly different project types.

5.3 Agency Prioritization of Multiple Applications

An agency which submits multiple funding applications may request, during the scoring and evaluation period, that the score for any project submitted by that agency be reduced and the project demoted in the list of highest scoring projects to score lower than a higher priority project by the same agency. The request shall be made in writing.

5.4 Scoring Criteria Goals and Objectives

The applications will be scored against the metrics below which were developed to closely relate to the CTP objectives listed previously.

Goals	Scoring Criteria	Possible Score
Preserve	**Preserve** and maintain the existing transportation system in a state of good repair.	10
	Decreases number of bridges structurally deficient or functionally obsolete *Increases percent of pavement or bike/pedestrian paths in acceptable condition*	
Safe	A **safe** transportation system for all users.	10
	Reduces risk of serious injury or fatal crashes *Promotes Safe Driving Behaviors*	
Accessibility	**Accessibility** and mobility options for all users.	10
	Improves Mobility for All Modes *Expands Multi-Modal Infrastructure*	
Integrated	An i**ntegrated**, connected and coordinated transportation system.	10
	Increases Outreach to Advocacy Groups *Increases Regional Modal Connectivity* *Foster Local Community Collaboration*	
Collaborative	A transportation system that promotes a **collaborative** and focused approach to support **economic** vitality.	10
	Improves Strategic Freight Facilities *Develops Multi-Purpose Corridors* *Increases access to employment areas*	
Environmental	Preserve and enhance **environmental** resources and sustainability through the transportation system.	10
	Increases Use of Non-Single Occupant Vehicles *Provide transportation facilities consistent with local land use, environmental and sustainability plans.*	

Once the goal scores are completed, they will be multiplied by the corresponding weight in the table below. The overall score for an application will be the sum of all the weighted scores divided by 10, resulting in an overall score between 0 and 100.

Goal	Weight
Preserve	25
Safety	25
Accessibility	10
Integrated	10
Collaborative	20
Environmental	10

5.5 Prioritizing and Recommending Applications for Funding

Staff shall consider CORPO Funds Selection Committee comments on the application scores. Once the overall score is established, the applications are ranked by this score. Due to the wide range of eligible activities as described in section 5.2 that may apply for funding, the CORPO Funds Selection Committee will review the ranking and adjust the preliminary goal scores if necessary to reflect factors that the committee feels is not adequately accounting for in the application of the criteria scoring.

These adjustments will be documented. Applications with higher scores will generally be selected before applications with lower scores. If the CORPO Funds Selection Committee funds lower scoring projects over higher scoring ones, the rationale for not funding the higher scoring one will be documented. Once the CORPO Funds Selection Committee reaches agreement upon a program of funding commitments to recommend, CORPO staff would then use this recommendation, the application schedules, and funding availability by SFY to develop a draft program of funding commitments.

The CORPO Funds Selection Committee will not reject portions of an application for funding. If a significant portion of an application appears to be inconsistent with CORPO's goals and objectives, the project will be downrated and therefore be less likely to be funded.

This program would then be provided for a 30-day agency and public comment period. CORPO staff and the CORPO Funds Selection Committee would review any comments received and adjust, if necessary, before final action by the CORPO Board.

6 Project Development Requirements

6.1 Federal and State Requirements

Federal law requires that federally funded projects conform to NEPA and the National Historic Preservation Act. To comply with these laws, projects must have an environmental review to assess and/or mitigate effects on social, economic, and environmental factors. Similarly, work involving sensitive historic structures or archaeological sites must conform to the U.S. Secretary of the Interior's standards and guidelines for archaeology and historic preservation.

If federal funds are used in the preliminary engineering phase, the consultant must be selected through a quality-based selection process. Consultants working on projects with a commitment of CORPO-dedicated funds for any phase must be pre-qualified by ODOT.

Any right-of-way or property acquisition must conform to the Uniform Relocation Assistance and Real Property Acquisition Act, as amended.

Engineering and architectural designs for all facilities must conform to current regulations resulting from the Americans with Disabilities Act (ADA).

To ensure these and other requirements are met, all activities using federal transportation funds must follow either ODOT's Project Development Process (PDP) or Local Public Agency (LPA) process. ODOT maintains a website with PDP information. Projects normally advance through the "traditional" process where ODOT oversees and reviews environmental studies, right-of-way and construction plan preparation, bidding, and construction. With ODOT and CORPO concurrence, sponsors may elect to advance their projects through ODOT's LPA process (also called the "local-let" process) that allows the LPA more control of the project. The LPA process does not exempt the project from any NEPA, public involvement, or other requirements. Only applicants who have proficiently advanced their projects through ODOT's PDP in the past will be eligible for LPA consideration.

ODOT allows LPAs to administer construction projects on the LPA's system using federal funds if the LPA has completed all of the required LPA eLearning Qualification Modules, the LPA can prove it has properly licensed and experienced employees, all of the required written processes and policies are in place, and the LPA has enough internal support to complete the project properly.

For more information on Ohio's LPA Qualification Process, please review chapter one of the Locally Administered Transportation Projects Manual or contact the District LPA Manager.

7 Maintaining Funding Commitments

It is the sponsor's responsibility, with ODOT and CORPO support, to develop the project on schedule to allow the funds to be authorized.

7.1 Project Monitoring

To assist in more timely delivery of CORPO-funded projects and to make the status of these projects more widely known, CORPO will closely monitor the status of projects. Steps CORPO will take to monitor will include:

- Maintain a list with contact information of project managers for the sponsor, ODOT and primary consultant.
- Maintain a list of milestone dates for the project, including at a minimum the milestones included in the application.
- Contact the sponsor, ODOT and consultant project managers at least monthly for status updates, which will be compiled into a report.
- Attend quarterly meetings and other project meetings. Sponsor attendance at quarterly project status meetings scheduled by ODOT will be mandatory unless the sponsor, ODOT, and CORPO agree to cancel the meeting.
- Report on the status of all projects at each CORPO Board meeting. Managers of projects falling behind schedule may be requested to report on the project to the CORPO Board.

7.2 Commitment Update and Cost Overruns at Time of Authorization

If a sponsor, after receiving a commitment, does not authorize the use of the funds by the time of the next CORPO Dedicated Funds application cycle, sponsors will be asked to submit a status update on unused funds. If sponsors submit a request to make significant changes to the timeline or budget, staff will present the requests to the CORPO Board, which may consider the requests in aggregate and/or individually.

The estimated cost of projects sometimes increases between the time a commitment of CORPO Dedicated Funds was finalized and the final estimate prior to federal authorization. To provide some flexibility, CORPO will allow authorization amounts to exceed the committed funding by 30 percent provided excess funding is available to be committed. Costs in excess of 30 percent shall be the responsibility of the sponsor. Requests for cost increases in excess of 30 percent will require the sponsor to reapply for funding in the following funding cycle.

If the sponsor can document that the phase's final cost estimate has risen since the date of the estimate that formed the basis of the funding commitment and that the sponsor has made a good-faith effort to obtain a proportional increase in the amounts committed by other sources, then the dedicated funds commitment will be subject to the limits in the preceding paragraph.

If a project sponsor decides not to proceed with a project or not to fulfill the requirements of the funding commitment, the commitment is cancelled, and the funds are returned to the balance of uncommitted funds available for other uses. The sponsor is not permitted to transfer the funds to another unrelated project or activity.

7.3 Participation in ODOT Projects

CORPO funding is focused on supporting local agency needs. CORPO does not intend to participate in funding for facilities that are ODOT's responsibility. However, CORPO will consider funding participation. In these cases, a local agency or multiple local agencies must be the applicant and follow the application process.

Appendix A: Project Application Form

The CORPO Dedicated Funds application process will utilize an online form. The following pages reflect the CORPO Dedicated Funds Application form. All submissions must be completed via the online system. Additional details about the online system will be provided when project solicitation begins and during the applicant workshop.

CORPO FY 2028 - 2029 Dedicated Funding Program Application

Welcome Message

DUE: Must be submitted by 5:00 p.m., February 5th, 2027.

Open-Ended Questions: If you feel you must submit additional information please do so as an attachment. An attachment upload option is provided as the last step of the application and should only be done once you are sure you are ready to submit the application.

Save and Resume: You will be able to save a partially completed application by capturing and saving a unique link or you may also choose to have this link emailed. When you are ready to revisit the application, you will simply click or paste the unique application link into a browser, and the application will reload with any fields that had already been filled in. If you make any changes to the application, make sure you re-save and resend or capture the application link.

File Attachments: On the final page of the application, you are provided with sections to upload an attachment with any additional information and the application signature page. This is the final step of the application process.

It is important to understand that you should not attach any files until you are ready to submit your application. The Save and Resume Later option does not support file attachments.

In addition, the total size of the attachment combined cannot exceed 25mb. If you have any issues with uploading your attachment, please contact CORPO at corpo@morpc.org

Please make sure your application is finalized before submitting.

Required Fields: An asterisk (*) after a field label indicates a required field. Any required fields that are not populated will be highlighted in red upon submission.

Click the Start button below to begin.

AGENCY INFORMATION					
Sponsoring Agency					
Street Address					
City		State		ZIP	
Contact Person					
Contact's Title					
Contact's Email Address					
Contact's Phone #					
☐ The sponsor acknowledges that they are familiar with NEPA and understands that it applies to all projects that will					

PROJECT INFORMATION	
Project Title	
Primary Project Type	Bridge Maintenance Bridge/Bridge Deck Replacement Preventive Maintenance Reconstruction Resurfacing Intersection Modification Minor Widening (add turn lane(s)) Traffic Signals Interchange Modification Add through lane(s) Bicycle Lanes Multi-Use Path (Bicycle/Pedestrian) Sidewalk Installation/Modification Streetscape Improvement Transit Capital Expansion (Vehicle Addition) Transit Service Expansion Transit Capital Maintenance Planning Activity Program Administration Travel Demand Management Other
Primary Project Type – Other	Note: Only appears if "Other" is chosen for the Primary Project Type.
Facility Name	
ODOT PID	
CORPO CTP ID or description of how the project is included in the CORPO Transportation Plan	
Project Limits (from-to)	
Project Length	
Project Scope	

PROJECT COST INFORMATION

Please identify cost information:

A professional engineer, architect, or other appropriate professional discipline must certify the cost estimate.

Use ODOT's preliminary cost estimating procedure or some similarly detailed procedure. Refer to ODOT's Office of Estimating website for guidance:

https://www.transportation.ohio.gov/business/contracts/estimating

Estimate costs in year of expenditure dollars.

METHODS FOR ENTERING AMOUNTS

The following sections are set up to make automatic calculations in two ways, depending on what information is known.

1. If requesting the percentage of the cost for the sub-phase, choose the Percent method, enter the sub-phase total and the percent for each of the funding sources. The form will calculate the amounts based on the sub-phase total and the percententered.

2. If requesting a certain dollar amount, choose the Dollar Amount method, enter the dollar amounts for each funding source. The form will calculate the percentages and total phase cost.

3. If cost estimate types below do not apply to the project, please select "Not Applicable" and proceed to the next question.

Important: If you choose a method and enter amounts into the fields but then need to change the method type, you should first remove the information you entered as it will not be automatically removed for you.

Preliminary Engineering

CORPO expects project sponsors to undertake preliminary engineering (PE) on construction projects without the use of CORPO-dedicated funds.

PE – Environmental/Preliminary Development: Enter costs to prepare the environmental document and develop the project through Stage 1 design plans.

PE – Detailed Design: Enter the costs beyond stage 1 to finish the development of the project.

Preliminary Engineering				
Environmental				
Sub-Phase Total				
%	CORPO Federal	%	$0	
%	Local Match to CORPO Federal	%	$0	
%	Other Federal		$0	
%	Non-Federal		$0	
Detailed Design				
Sub-Phase Total				
%	CORPO Federal	%	$0	
%	Local Match to CORPO Federal	%	$0	
%	Other Federal		$0	
%	Non-Federal		$0	

Right-of-Way

Right-of-Way Acquisition. Land acquisition costs, including professional services, that are necessary to construct any project elements. Do not include utility relocation costs.
Utility Relocation: Estimate the project costs to relocate utilities as necessary to construct any project elements.

Right-of-Way				
Acquisition				
Sub-Phase Total				
%	CORPO Federal	%	$0	
%	Local Match to CORPO Federal	%	$0	
%	Other Federal		$0	
%	Non-Federal		$0	
Utilities				
Sub-Phase Total				
%	CORPO Federal	%	$0	
%	Local Match to CORPO Federal	%	$0	
%	Other Federal		$0	
%	Non-Federal		$0	

Construction

Construction Engineering: Inspection services, etc. These costs are typically estimated to be 10 percent of the contract costs.

Construction	Contract			
	Sub-Phase Total			
	%	CORPO Federal	%	$0
		Local Match to CORPO Federal	%	$0
	%	Other Federal		$0
	%	Non-Federal		$0
	Engineering			
	Sub-Phase Total			
	%	CORPO Federal	%	$0
		Local Match to MORPC Federal	%	$0
	%	Other Federal		$0
	%	Non-Federal		$0

Other	Sub-Phase Total			
	%	CORPO Federal	%	$0
		Local Match to CORPO Federal	%	$0
	%	Other Federal		$0
	%	Non-Federal		$0

TOTALS

Preliminary Engineering Phase Total	$0
Right-of-Way Phase Total	$0
Construction Phase Total	$0
Other Phase Total	$0
Grand Total	$0

PROJECT SCHEDULE INFORMATION

Please identify schedule information:

Project Schedule Table –Provide a schedule that is realistic and recognizes the processing and review times needed by ODOT and other state and federal agencies in the project development process. Unless the applicant can provide justification, the schedule should allow at least two years for preliminary development (between Consultant Authorization and Environmental Document Approval), one year for detailed design (between Environmental Document Approval and Final Plans/Bid Package Submittal) and one year for right-of-way activities (between RW Authorization and RW Acquisition Complete).

For construction phases, the SFY requested for the commitment will be one year following the calendar year of the Final Plans and Bid Package Submittal to ODOT in the project's schedule.

If selected for funding, the sponsor and MORPC must agree on a schedule, in consultation with ODOT.

Milestone	Date (MM/DD/YY)	Mark if Completed
Consultant Authorized to Begin Design or date design work is started if done in house by sponsor:		☐
Stage 1 Design Plan Submittal: The date when Stage 1 design plans are received for review by the District from a consultant or local public agency.		☐
Stage 2 Design Plan Submittal The date when Stage 2 design plans are received for review by the District from a consultant or local public agency.		☐
Final Right-of-Way Plan Submittal: The date when Final RW plans are received for review by the District from a consultant or local public agency.		☐
Environmental Document Approval: The date when the responsible agency (FHWA or ODOT) approves the document or the District confirms the project is exempt from documentation.		☐
Right-of-Way Authorization: The date when authorization is given to a local public agency to begin acquisition activities.		☐
Stage 3 Design Plan Submittal: The date when Stage 3 design plans are received for review by the District from a consultant or local public agency.		☐
Right-of-Way Acquisition Complete: Date on which the local public agency certifies the completion of RW acquisition activities. (Utilities/encroachments not included.)		☐
Final Plans and Bid Package Submittal to ODOT:		☐
Award Contract: The date the local public agency approves a contract with a successful bidder.		☐

1. No Construction Phase Project Schedule

For programs, purchases, studies, and other projects that do not have a construction phase, please provide a schedule for project development (including environmental approval) and funding. Provide an estimate of the date(s) that federal funds would need to be available. Also give a summary of the schedule to be followed before the project is ready for funding and while it is being implemented. Describe other relevant aspects of the project schedule. For example, is the funding schedule contingent upon other actions? Will the project need funding from other sources to proceed?

Section 2: Evaluation Related Questions

The answers to the following qualitative questions will be used to score your application. These questions were developed to closely relate to the CTP Goals and objectives listed previously. Please refer to Chapter 5 of the Policies for Managing CORPO Dedicated Funds.

GOAL: Preserve and maintain the existing transportation system in a state of good repair.

PM1: Please include bridge condition information and/or pavement condition information. CORPO can provide the latest data available from ODOT for this.

PM2: Please explain how the proposed activities in your application will improve the pavement or bridge quality (as referenced above) or otherwise preserve and/or maintain the existing transportation system.

GOAL: A safe transportation system for all users.

CORPO will use the ODOT GCAT tool to pull crash data (frequency, rate, severe injury, bike-pedestrian crashes) for the project area and calculate rates.

S1: Please provide information on how the proposed project will increase safety and any additional information concerning crashes to supplement the ODOT crash data.

S2: Will the proposed activities in your application address the safety of the transportation system by minimizing unsafe driving behaviors such as a lack of seatbelt use, distracted driving, impaired driving, and others? If so, please explain.

GOAL: Accessibility and mobility options for all users.

AM1: Will the proposed activities in your application expand or better automobile-related mobility options? If so, please explain. Please also provide average daily traffic if applicable.

AM2: Will the proposed activities in your application expand bike / pedestrian facilities? If so, please explain.

AM3: Will the proposed activities in your application expand other modes? If so, please explain.

GOAL: An integrated, connected and coordinated transportation system.

ICC1: Will the proposed activities in your application increase outreach to local governments, area residents, businesses or other community organizations and groups? If so, please explain.

ICC2: Will the proposed activities in your application increase modal-connectivity? If so, please explain.

ICC3: Will the proposed activities in your application better connect CORPO communities? If so, please explain.

GOAL: A transportation system that promotes a collaborative and focused approach to support economic vitality.

C1: Will the proposed activities in your application improve freight facilities? If so, please explain.

C2: Will the proposed activities in your application aid in the development of multi-purpose corridors? If so, please explain.

C3: Will the proposed activities in your application increase access to employment areas or sites? If so, please explain.

GOAL: Preserve and enhance environmental resources and sustainability through the transportation system.

E1: Will the proposed activities in your application increase the use of non-single occupant vehicles? If so, please explain.

E2: Will the proposed activities enhance environmental resources, sustainability, and be consistent with local land use and environmental related plans? If so, please explain.

Application Form for CORPO-Dedicated Funding

State Fiscal Years 2028 - 2029

1. Authorized Signature: The undersigned certifies: (1) they are authorized on behalf of the sponsoring agency to request and accept financial assistance from the Central Ohio Rural Planning Organization (CORPO); (2) all representations that are part of this application are true and correct.

_____

Name Date

_____

Title