



## 2015 Application for Project Prioritization

# Transportation Planning Studies

**February 2015**

### **General Instructions:**

The R2CTPO coordinates transportation planning activities with FDOT staff to establish needs throughout the R2CTPO's Metropolitan Planning Area (MPA) and to determine the most effective agency and approach for completing the work. Studies are funded in part by the TPO using federal planning funds allocated to MPOs. In addition, studies are pursued throughout FDOT District V using planning funds available to the department. SU funds are also available to be used for planning activities when the cost of the planning studies exceeds the PL funding available.

Recognizing that the R2CTPO member local governments are well positioned to identify transportation issues as they arise, the R2CTPO wants to encourage their participation in the development of a list of priority planning studies to address these issues. The R2CTPO will annually, as part of the Call for Projects, reach out to member local governments to identify and define transportation planning studies for inclusion on a prioritized list, and to assist in identifying the agency that should take the lead in funding and managing the study. In some cases, the result may be a funding partnership between organizations. Support may also be identified through other fund sources as (safety, operations, grants etc.).

Planning studies ranked in the top five for funding by FDOT will require an FDOT 4P project application to be completed.

Projects requiring a full PD&E should be included in the TPO's Long-Range Transportation Plan (LRTP) and should be listed on other project priority lists established by the TPO.

### **Process:**

1. The annual "Call for Projects" will include an invitation to submit requests for planning studies.
2. To be considered for prioritization, planning study requests will include the following:
  - a. Project Title and Description (including area or termini)
  - b. Cost Estimate
  - c. Purpose & Need (including data & other facts)
  - d. Previous/related Studies
  - e. A page may be added to include a map, picture or other graphical illustration of the project.
3. No local match will be required.
4. The TIP Subcommittee will rank the requested planning studies in order of priority with consideration of applicable ranking criteria. The TIP Subcommittee's recommended ranking will then be presented to the CAC, TCC, and BPAC for review and comment before being presented the TPO Board for approval.

### **Ranking Criteria:**

Federal Planning Factors –

1. Support the economic vitality of the United States, the States, metropolitan areas, and non-metropolitan areas, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;

5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

Other Criteria –

1. The study is necessary to identify a solution (the solution is not evident without a study);
2. The study would be best undertaken now (should not be delayed); and
3. The study will provide needed guidance for decision-makers regarding future projects.

**Representative Types of Studies:**

- |  |  |
|--|--|
| 1. Corridor Management Plans;                    | 5. Alternative Route Studies;                  |
| 2. Corridor Improvement Studies;                 | 6. Major Investment Studies;                   |
| 3. Route Development Plans;                      | 7. Spot or Location Studies;                   |
| 4. Environmental Assessments and Impact Studies; | 8. Bicycle/Pedestrian Safety Action Plans; and |
|  | 9. Multi-Modal Connectivity Plan               |

**Electronic and “Hard Copy” Submittal Requirement:**

1. Applications and supporting documentation shall be submitted as digital media in Portable Document Format (PDF), compatible with MS Windows and Adobe Acrobat Version 9.5 or earlier.
2. Electronic documents may be submitted through our FTP site, as an attachment to email, on a CD, DVD or USB flash drive.
3. The application and all supporting documentation shall be included in one electronic PDF file.
4. All document pages shall be oriented so that the top of the page is always at the top of the computer monitor.
5. Page size shall be either 8-1/2” by 11” (letter) or 11” by 17” (tabloid).
6. PDF documents produced by scanning paper documents are inherently inferior to those produced directly from an electronic source. Documents which are only available in paper format should be scanned at a resolution which ensures the pages are legible on both a computer screen and a printed page. We recommend scanning at 300 dpi to balance legibility and file size.
7. If you are unable to produce an electronic document as prescribed here, please call us to discuss other options.
8. In addition to the digital submittal, we require one (1) complete paper copy of the application and all supporting documents. This must be identical to the digital submittal.

R2CTPO staff will provide assistance in completing an application to any member local government that requests it.



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**Study Title:** \_\_\_\_\_

**Requesting Agency:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Job Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Study Description:** \_\_\_\_\_

**Study Area** (include study area length and termini, if appropriate, and attach location map): \_\_\_\_\_

**Estimated Study Cost:** \_\_\_\_\_

### **Purpose and Need for the Transportation Planning Study:**

In the space provided below, describe the Purpose and Need for this proposed study and explain how the study is expected to address each ranking criterion that may apply. It is very important that your Purpose and Need statement is clear and complete. It will be the principal consideration in ranking your study proposal. It must convince the public and decision-makers that the expenditure of funds is necessary and worthwhile and that the priority the study is being given relative to other needed transportation planning studies is warranted. The Purpose and Need will also help to define the study scope, the consideration of alternatives (if appropriate), and ultimate study findings and recommendations.

**Commentary:** \_\_\_\_\_