



JUSTIFICATION LETTER REQUIREMENTS:

These requirements pertain only to locally sponsored, MAG federally funded projects (CMAQ funded projects) that are not included in one of the life-cycle programs and that have been previously deferred in the MAG Transportation Improvement Program (MAG). If a project in this category has never been deferred in the TIP, a justification letter is not needed.

Deferral Justification Letter Requirements

- Letter is to be printed on member agency letterhead
- Letter is to be signed by the Manager/Administrator of the jurisdiction or designated representative.
- Include the Name/Location of the Project.
- Include the TIP# of the Project.
- Include the amount of Federal Funds programmed for the project and the total cost of the project.
- Include the original year the project was programmed for.
- Include the total number of times the project has been deferred to date (excluding this request).
- Explain the status of the project in the ADOT - Local Government process.
- Explain in detail the reason for deferring the project.
- Explain how the requesting agency will commit to completing the project through the ADOT - Local Government process in the year it is requesting to defer to.

MAG staff is available to help with information and questions regarding the Deferral Justification Letter Requirements. Please contact Eileen Yazzie or Steve Tate at state@mag.maricopa.gov or (602) 254-6300.