

ATTACHMENT THREE

October 18, 2011

TO: Members of Transportation Review Committee

FROM: Eileen Yazzie, Transportation Planning Project Manager

SUBJECT: IMPLEMENTATION– FEDERAL FUND PROGRAMMING GUIDELINES

The Federal Fund Programming Guidelines are on the Regional Council agenda for approval on October 26, 2011. The Programming Guidelines restructure the programming process for MAG federally funded projects that are included in the TIP, requiring significantly more information from agency sponsors and proof of maintenance of effort to complete projects by the programming deadline identified in the TIP.

As these are major new requirements, it is not feasible for most federally funded projects programmed in FFY 2012 through FFY 2014 to comply with these Guidelines. Accordingly a transition period to allow member agencies to come into compliance with the new programming guidelines is needed Member agencies are requested to review the information below and the overall transition schedule for projects programmed for obligation in 2012, 2013, and 2014.

For All Projects: 2012, 2013, and 2014

The following rules apply to all FFY 2012 through FFY 2014, MAG federally funded projects:

1. All projects will start with a 'clean slate', so that past deferrals will not be taken into consideration with regard to the new process. 2. At this time no deferrals will be allowed into FFY 2015. Currently, there are no MAG federally funded projects programmed in FFY 2015 and due to the ongoing uncertainty of federal funding. It is highly desirable to maintain a hedge against possible federal funding shortfalls. If an agency feels that it cannot obligate its federally funded project by the end of FFY 2014, it should request to delete the project and reapply for federal funding when it becomes available in the future. The opening up of FFY 2015 for programming is anticipated for the Fall of 2012.
3. The Guidelines per Section 500.3 accelerate the process for closing out the federal fiscal year by defining projects (hereafter referred to as Tier 3) for the closeout in June-July for

the upcoming federal fiscal year. As the June-July date has already past, projects for FFY2012 inclusion in Tier 3 will be considered in December-January.

4. The Guidelines in general and Section 700, in particular, strive to limit projects programmed in the current federal fiscal year to those that have a reasonable chance of obligating in that federal fiscal year. For this reason, project advancements into FFY 2012 and FFY 2013 will be evaluated on a case by case basis to establish whether they meet Tier 1 criteria (60% design, environmental submitted, right-of-way appraisals complete). The spreadsheet workbook that is being distributed to member agencies is intended, in part, to identify potential candidate FFY 2013 and FFY 2014 projects that can be advanced and those FFY 2012 projects that may need to be deferred to a year in which they have a reasonable chance of being obligated.

5. The Guidelines per Section 800 significantly strength requirements of sponsoring agencies to complete projects as defined and selected in the competitive process for MAG federal funding. In the transitional period leading up to the full implementation of the Guidelines it is strongly recommended that member agencies review their projects to insure that they are being develop as programmed in the TIP and if changes are needed request a project change when submitting the Project Status Report. Consolidation of projects will be reviewed on a case by case basis due to air quality conformity commitments.

Projects Scheduled for Obligation in Federal Fiscal Year (FFY) 2012

The Guidelines require that all projects programmed for the current federal fiscal year demonstrate local funding commitment and meet Tier 1 requirements (60% design, environmental submitted, right-of-way appraisals complete). However, these requirements are not feasible for FFY 2012 projects, and hence are waived for them. However, if they are deferred into a later year, they will need to fully comply with that year's requirements (see sections for FFY 2013 and FFY 2014).

FFY 2012 projects will need to comply with the following schedule:

- October – December 2011 – Agency Information Update and Change Requests:
 - Member agencies provide project status information, including a project development schedule with dates for completion of key milestones in the project development process.
 - Concurrently, member agencies will review their projects and as appropriate request deferrals and project changes

- December-January 2012 – Committee Actions:
 - The project status report with action items will be on the December 2011 – January 2012 committee cycle for approval.
 - Once a project change is approved, Section 800.4 is applicable.
- December 2011 – January/February 2012: Tier 3 (formally known as Closeout) – Section 500.3: Develop priorities for the current year.

Projects Scheduled for Obligation in FFY 2013

The following applies to all projects programmed in FFY 2013, including those that are deferred from FFY 2012 or advanced from FFY 2014.

- October – December 2011 - Agency Information Update and Change Request:: FFY 2013 projects will comply with the same schedule and list activities as applied to FFY 2012 projects (See the above section for the October-December 2011 period)
- December-January 2012 – Committee Actions: FFY 2013 projects will comply with the same schedule and list activities as applied to FFY 2012 projects (See the above section for the December-January 2012 period).
- June 8, 2012: Local commitment information is due.
 - Notification will be sent out in November/December and a reminder in May 2012.
 - Schedule, CIP, Staff, Work Plan. The CIP information is normally required, but may not be complete by July 2012. It is understood that the CIP commitment may happen after July 2012, but a schedule of when it will be put in the CIP will be needed.
- June – September 2012: Tier 3 (formally known as Closeout) – Section 500.3: Develop priorities for the upcoming year.

Projects Scheduled for Obligation in FFY 2014:

- June 8, 2012: Local commitment information is due. This is the same as for FFY 2013 projects (Please see the section above about Local commitment information).
- May 1, 2013: Due date for 60% plans, environmental submittal, right of way appraisals.
 - Section 500.3 is applicable.
- June – September 2013: Tier 3 (formally known as Closeout) – Section 500.3: Develop priorities for the upcoming year.
- Project Deferrals and Deletions – Section 600: Applicable to all projects; all projects start with a ‘clean slate.’

Implementation Schedule for Dynamic TIP Process for Federal Funded Projects

Year	Month	Action	Affected Projects		
			FFY 2012 Projects	FFY 2013 Projects	FFY 2014 Projects
2011	October	MAG Staff sends Local Commitment information to 2013 and 2014 projects	----	Yes	Yes
	October - December 1st	Lead agencies complete project status report and request any project changes.	Yes	Yes	----
	December	TRC: review project status report and makes recommendations to advance, defer, delete projects, and make project changes from the TIP.	Yes	Yes	----
		TRC: Makes recommendation for Tier 3 (Closeout) priorities	Yes	----	----
2012	January	MC, TPC, RC: review project status report and makes recommendations to advance, defer, delete projects, and make project changes from the TIP.	Yes	Yes	----
		MC, TPC, RC: Makes recommendation for Tier 3 (Closeout) priorities	Yes	----	----
	June	June 8: Due date for project status information & Local Project Commitment information for 2013 & 2014 Projects	Yes	Yes	Yes
		28th: TRC reviews project status report focusing on the upcoming year - Tier 1 - FY2013 projects and others, and makes recommendations to advance, defer, and delete projects from the TIP	Yes	Yes	Yes
	July	MC, TPC, RC: reviews project status report focusing on the upcoming year - Tier 1 projects and others, and makes recommendations/approval to advance, defer, and delete projects from the TIP	Yes	Yes	Yes
		30th: Due Date for information to ADOT for project obligation in current federal fiscal year.	Yes	----	----
	August	*6th-16th: Project information related to Tier 2 and Tier 3 decisions due to MAG	----	Yes	----
		*TRC: review information related to Tier 2 and Tier 3 projects, and makes advancement and project change recommendations.	----	Yes	----
	September	*MC, TPC, RC: reviews information related to Tier 2 and Tier 3 projects, and makes advancement and project change recommendations/approval.	----	Yes	----
	December	TRC: review project status report and makes recommendations to advance, defer, delete projects, and make project changes from the TIP.	----	Yes	Yes
2013	January	MC, TPC, RC: review project status report and makes recommendations to advance, defer, delete projects, and make project changes from the TIP.	----	Yes	Yes
	May	April 30th - May 11th: Due date for project status information	----	Yes	Yes
		24th: TRC meets to review information and answer questions related to the upcoming year - FFY2014	----	Yes	Yes

Year	Month	Action	Affected Projects		
			FFY 2012 Projects	FFY 2013 Projects	FFY 2014 Projects
2013	June	28th: TRC reviews project status report focusing on the upcoming year - Tier 1 - FY2014 projects and others, and makes recommendations to advance, defer, and delete projects from the TIP	----	Yes	Yes
	July	MC, TPC, RC: reviews project status report focusing on the upcoming year - Tier 1 projects and others, and makes recommendations/approval to advance, defer, and delete projects from the TIP	----	Yes	Yes
		30th: Due Date for information to ADOT for project obligation in current federal fiscal year.	----	Yes	----
	August	6th-16th: Project information related to Tier 2 and Tier 3 decisions due to MAG	----	----	Yes
		23rd: TRC review information related to Tier 2 and Tier 3 projects, and makes advancement and project change recommendations.	----	----	Yes
	September	MC, TPC, RC: reviews information related to Tier 2 and Tier 3 projects, and makes advancement and project change recommendations/approval.	----	----	Yes
December	TRC: review project status report and makes recommendations to advance, defer, delete projects, and make project changes from the TIP.	----	----	Yes	
2014	January	MC, TPC, RC: review project status report and makes recommendations to advance, defer, delete projects, and make project changes from the TIP.	----	----	Yes