

Introduction

The Memphis Urban Area Metropolitan Planning Organization (MPO) is currently developing the Fiscal Year (FY) 2020-2023 Transportation Improvement Program (TIP). This document is intended as a guide to provide quick information on the application, selection, and approval process for projects submitted for inclusion in the FY 2020-23 TIP.

Available Funding

The call for applications is for Roadway and Groupings Projects using Surface Transportation Block Grant (STBG) funds for the FY 2020-23 TIP cycle, the current funding available to eligible project sponsors in the Memphis MPO Planning Area is:

- Tennessee: **\$164,692,496***
- Mississippi: **\$20,731,083***

*Note: The current funding available will decrease as projects in the FY 2017-20 TIP continue to move forward.

Project Eligibility

Projects must be located on the functional classification system as an Urban Minor Collector or higher. *Projects located on roads classified as Rural Minor Collector or Local Roads are ineligible to receive STBG funding.* To see the Functional Classification of roads within the Memphis MPO Planning Area, visit the [Memphis MPO's Interactive Webmap](#).

Additionally, all Road Projects must be included in the Fiscally-Constrained Project List of the Livability 2050: Regional Transportation Plan (RTP).

Project Types



Seven (7) application types are available for eligible project sponsors to submit for projects in the FY 2020-23 TIP:

1. **Road** – Capital Improvements (increasing/reducing number of lanes, major intersection improvements, realignments, new roads, etc.)
2. **Resurfacing** – Mill and Overlay/Resurfacing and other preventative maintenance
3. **Signalization** – Traffic signal and signal systems
4. **Bicycle and Pedestrian** – Greenways, sidewalks, bicycle facilities & amenities, etc.
5. **Bridge** – Bridge replacement, rehabilitation, preservation, systematic repairs & seismic retrofits
6. **Safety** – Rumble strips, guardrail, signage, or shoulders (see Reference Materials Packet for additional Eligible Safety Items)
7. **Plans & Studies** – Transportation related plans and studies

Deadline

The **Call for Projects begins November 30, 2018 and ends on January 11, 2019 at 4:30PM**. Incomplete applications and applications received after the deadline will not be considered. *All new and carry-over projects, being submitted for application into the FY 2020-23 TIP, are required to be presented at a **public meeting, in your jurisdiction, prior to the application deadline.***

Applications

Applications have been sent out in an email to eligible project sponsors. The applications are provided in Excel format and allow applicants to fill in the necessary information. Each project type has a separate application form, and each project must be submitted individually. Complete the application that best meets the type of project you are applying for. **All unobligated phases for projects in the current FY 2017-20 TIP, would need to be reapplied for in the FY 2020-23 TIP.**

A **TIP Reference Materials Packet** is available to assist with completion of the project applications and can be found on the [Memphis MPO's FY 2020-23 TIP Webpage](#).

Road Project Applications - A **Future Cost Estimation Tool** has been provided to assist with applying an inflation rate for the year in which you are requesting funding for all phases of [Road Projects](#) applications. A standard inflation rate of 3.46%, based on FHWA's National Highway Construction Cost Index, will be applied to requested funds for road projects. Additional information is provided within the **TIP Reference Materials Packet**.

Submission Instructions and Checklist

Upon completion, please submit all your applications and supporting materials to MPO Staff. If you need assistance due to large file sizes, please contact us and we will send you a Dropbox link. When submitting applications, make sure to include the following documentation as required:

Tennessee:

- Functional Classification Map
- Itemized Cost Estimate (for construction funding - road projects only)
- Copy of the Public Meeting Date Announcement or Agenda
- Any additional supporting documentation as needed

Mississippi:

- Functional Classification Map
- Itemized Cost Estimate (all projects)
- Signal Warrant Approval Letter (if applicable)
- Copy of the Public Meeting Date Announcement or Agenda
- Any additional supporting documentation as needed

Once all applications have been submitted the final step is the completion of the [Supplemental Information Google Form](#). Information required in this form is your public meeting date and location as well as the annual average Operations and Maintenance (O&M) costs, which includes basic maintenance activities like minor surface treatments, signage, ROW maintenance, traffic signal maintenance, streetlighting, etc. and should be estimated in 2018 dollars. **Once completed, MPO staff will confirm submission of all application materials.**

Next Steps

Projects submitted will be evaluated and scored using the [TIP Project Ranking Criteria](#) which was approved at the November 2018 meeting of the Transportation Policy Board (TPB). Preliminary project ranking and potential funding options will be presented to both the Tennessee and Mississippi members of the Engineering and Technical Committee (ETC) for review. Following the ETC Workshops, the recommended projects will be submitted to both the ETC and Transportation Policy Board (TPB) for approval.

Following approval of the project list, the draft FY 2020-23 TIP document will be made available for review and comment, as defined in the Memphis MPO's Public Participation Plan, before final plan adoption. Reference the MPO's FY 2020-23 TIP Webpage for the project schedule.

