
**Application and Instructions
for
Transportation Improvement Program
Projects**

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Application and Instructions for Transportation Improvement Program Projects

Kalamazoo Area Transportation Study

Introduction

The purpose of this document is to provide a guide concerning the Kalamazoo Area Transportation Study's (KATS) Prioritization Process. This process is used to prioritize and award Federal Surface Transportation Funding Program (STP) **and National Highway Performance Program (NHPP) funding dollars** for projects that further the established goals of KATS.

Goals and Objectives

Since the Transportation Improvement Program (TIP) is the short range planning element of the Metropolitan Transportation Plan, each TIP project must comply with the goals and objectives listed in the Metropolitan Transportation Plan.

Eligible Projects

To be eligible to apply for and receive Surface Transportation Program (STP) funding, or to receive any additional funding received through inclusion in the Kalamazoo Area Transportation Study's Transportation Improvement Program (TIP), a project must be:

1. Proposed by an agency eligible to receive transportation funding through the State of Michigan.
2. Within the KATS Study Area Boundary.
3. Proposed by an active member of the Policy and/or Technical Committees.
4. Proposed by an agency that is satisfactorily contributing to the Transportation Planning Process of KATS through the means prescribed by the Policy Committee.

Guidance for Applicants

Review and Prioritization of Concept Statements

This Prioritization Process is the adopted procedure to be followed in prioritizing and selecting projects for Federal Surface Transportation (STP) funding **and National Highway Performance Program (NHPP) funding**. All Project Concept Statements submitted to KATS for STP funding will be reviewed using the following procedures:

1. Each project submitted from a local agency's Capital Improvement Program (CIP) will be reviewed using the identified Prioritization Process.

2. KATS Staff and the Prioritization Subcommittee will develop a preliminary project list of all projects based on the weights of the Prioritization Process. Projects will be competing against one another based on the funds available.
3. The prioritized list will be adjusted to remain fiscally constrained.
4. The recommended project list will be reviewed at the Technical Committee level. Technical Committee will then make a recommendation to the Policy Committee for approval and funding.

Application Instructions

The Project Concept Statement is to be filled out by the local agency for each project per fiscal year. Applications should be filled out thoroughly and include any supplemental information required.

It is recommended that agencies submit enough projects so that a comprehensive recommended project list may be developed.

NOTE: If there are more than one phase for the project (Preliminary Engineering, Construction), a separate sheet will need to be filled out with cost for that phase shown under Project Cost Estimate. If more than one Federal, State, or Local Cost are used during that phase, please provide the breakdown in the Other Project Information section of the application.

Contact Information:

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Definitions

Prioritization Process

ADT (Average Daily Traffic):

- Count must be within 3 years of project.
- Count totals/divisions may need revision

Existing Condition:

- PASER for Roads, data is already collected and maintained by KATS staff
- If a roadway has more than one rating for the length of the project, the worst condition will be used.

Local Planning and Economic Development:

- Project conforms with either local land use plan, corridor plan, Complete Streets plan, water and sewer master plan, or other locally supported planning document

Environmental Justice:

- Project is located within, or directly adjacent to, an Environmental Justice area defined in the KATS Metropolitan Transportation Plan

Safety:

- ~~— Project has a three year crash history that exceeds KATS adopted thresholds~~
- **Projects will be measured as a rate per Million Vehicle Miles Traveled (MVMT) for road segments and Million Entering Vehicles (MEV) for intersection projects.**

Commercial Corridors of Significance:

- ~~— Corridor is identified within the KATS Freight Plan~~

National Functional Classification:

- **The most recently adopted and approved National Functional Classification (NFC) for the roadway.**

Prioritization Process Factors

| Factor | Measure | Points Available |
|---|--|------------------|
| ADT (Average Daily Traffic) | ADT / 1000, rounded | Up to 25 |
| Condition- PASER | PASER (Pavement Surface Evaluation and Rating) 10-2 10 5 points 3-4 20 points 5-6 15 10 points 7-10 0 points 100% Preserve +5 points | Up to 25 |
| Local Planning and Economic Development | Identified in Local Planning Efforts 5 points will be assigned up to a maximum of 15 for every capital, master plan and economic development plan that the project supports | Up to 15 |
| Environmental Justice | Project located in identified EJ area | 10 |
| Safety | Project has a three year crash history that exceeds KATS adopted thresholds 3 or more crashes per MVMT/ MEV- 5 Points Less than 3 crashes per MVMT/ MEV- 2 Points | 5 |
| | Project corrects the above identified safety issues and has a correctable MVMT/MEV crash rate of 3 or higher | 10 |
| Commercial Corridors Of Significance | Projects is on a corridor identified in KATS Freight Plan | 10 |
| National Functional Classification | Interstate/Other Highway 10 Other Principal Arterial 8 Minor Arterial 6 | 10 |

| | |
|------------------------|----------|
| Major Collector | 4 |
| Minor Collector | 2 |

Total: 100

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