



# INDIANA DEPARTMENT OF TRANSPORTATION

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**Michael R. Pence, Governor**  
**Brandye L. Hendrickson,**  
**Commissioner**

March 22, 2016

## Local Public Agency Programs: Notice of Funding Availability (NOFA)

The Indiana Department of Transportation (INDOT) is now accepting applications for federal funds for local projects. These funds are available for LPAs who are interested in any type of new project such as bridge, road, safety, sidewalk or any type of project that is eligible under the federal transportation highway bill (FAST Act). Funds for new projects will cover construction of the project to be bid beginning in state fiscal year 2021. Funding for other phases may be awarded at a later date.

The following documents are posted on the Local Public Agencies page of the INDOT website <http://www.in.gov/indot/2390.htm>

1. INDOT LPA Process Guidance Document
2. link to INDOT Technical Applications Pathway (ITAP) for access to Local Call Application
3. ADA/Title VI Commitment Letter/form
4. ADA/TITLE VI Technical Assistance Tool
- 5 Transportation Alternatives Category Sheets
6. 2015 FHWA Bridges database
7. Bridge self scoring matrix
8. Special Rules for Eligibility of HSIP Projects and HSIP Systemic Project Application
- 9 LPA Call Application Required Utility Information

### Application Information and Deadlines:

This application period will be from March 28, 2016 to May 16, 2016.

Due to required review by the MPO's for projects in their planning areas, applications in the MPA's should be submitted by May 2, 2016.

Awards will be announced in October, 2016.

Applications will only be accepted from certified Local Public Agency Employee in Responsible Charge (LPA ERC) through INDOT's online application (Local Call Application) accessed through INDOT Technical Applications Pathway (ITAP). Applicants must not be in arrears to INDOT for more than 60 days. Applicants must not be within the urbanized area of any Metropolitan Planning Organization (MPO).

### Requirements for Applications:

In addition to the online project application, the following additional supporting documents are required to be uploaded for all applications.

- The LPA must submit a Financial Commitment letter, on the LPA's letterhead, signed by the fiduciary body of the LPA, containing the amount, source and year of expenditure of the LPA project match.
- The LPA must submit an ADA/Title VI Commitment letter. INDOT is required to ensure that all sub-recipients of federal funds administered by INDOT are in compliance with ADA and Title VI

program requirements. Therefore, if the LPA knows or suspects they have ADA and/or Title VI deficiencies, or they have received a letter from INDOT indicating they do, the LPA must provide a commitment letter with their application confirming these deficiencies and how they will be addressed in the coming year. A sample letter is available on the INDOT website, or the LPA can use any format they want as long as it:

1. Acknowledges all outstanding Title VI and/or ADA deficiencies
  2. Evidences a commitment to address the deficiencies
  3. Identifies what actions will be taken to address the deficiencies
  4. Specifies what steps will be taken by the LPA during the next year (12 month period following submission of letter).
- The application must include a map at sufficient enough scale to clearly identify beginning and ending points of project. Include photographs of project area and required work.
  - All possible interactions and reimbursable Utility and or Railroad issues must be identified. See required utility information document on web page.
  - If the project is a Bridge project, the latest Bridge Inspections Report for the particular bridge is required. Also, the Bridge Self-scoring matrix is required.
  - If the project is a Common Path's sidewalk, ADA improvement, or bike/pedestrian facility, then category #1 from the Transportation Alternatives Program (TAP) Category sheets must be completed and submitted.
  - If the project is eligible for Highway Safety Improvement Program funding, then the Application for HSIP Systemic Project Eligibility must also be completed if it is for one of the 18 eligible categories of Systemic work. A Road Safety Audit (RSA) must be included if for other HSIP eligible work.
  - If the application is for either Road or Bridge Preventative Maintenance, then the LPA must submit their Asset Management Plan for INDOT verification of minimum requirements before funding for Preventative Maintenance can be awarded.
  - A well defined scope of work and a detailed independent cost estimate prepared by the LPA; current traffic counts and crash data
  - Projects must be on the Federal-aid Highway System to be eligible. On-system refers to roads classified as (1) all Arterials (Rural or Urban); (2) All Urban Collectors and Rural Major Collectors. Off-system refers to Rural Minor Collectors and Local Roads.

### **Selection Process:**

The applications will be scored by a team of INDOT experts in their related fields. Each District will assemble a team led by the District personnel familiar with LPA projects and they will score and rank the projects by type in their district. Once all scores are compiled, an executive review team will review all final scores for accuracy and determine funding types and awards for projects.

Scoring criteria will include such items as, but not limited to: Road AADT and AATT, LPA Past Performance; Planning Support, Community Support-Social Issues, Connectivity, Safety Improvements, Facility Condition, LPA who has Asset Management, Funding Participation, Funding Commitments, Economic Development; Previous /Existing Project and ADA accommodations. In addition, projects will be evaluated on ability to be let within the time frame for the call (FY 2021).

### **Contact Information:**


Eligible LPA's should contact the appropriate INDOT District Programs Director listed below for any questions regarding this call:

<u>District</u>	<u>Contact</u>	<u>Telephone</u>	<u>E-mail</u>
Crawfordsville	Susan Kemp	765-361-5228	<a href="mailto:skemp@indot.in.gov">skemp@indot.in.gov</a>
Fort Wayne	David Armstrong	260-969-8277	<a href="mailto:darmstrong@indot.in.gov">darmstrong@indot.in.gov</a>
Greenfield	Kim Bowdell	317-467-3440	<a href="mailto:kbowdell@indot.in.gov">kbowdell@indot.in.gov</a>
Greenfield	Cassandra Hudson	317-467-3413	<a href="mailto:chudson1@indot.in.gov">chudson1@indot.in.gov</a>
LaPorte	Marcia Blansett	219-325-7564	<a href="mailto:mblansett@indot.in.gov">mblansett@indot.in.gov</a>
Seymour	Debbie Ault	812-524-3961	<a href="mailto:dault@indot.in.gov">dault@indot.in.gov</a>
Vincennes	Brandi Mischler	812-895-7389	<a href="mailto:bmischler@indot.in.gov">bmischler@indot.in.gov</a>

If the Program Director listed above is unavailable, the LPA may contact Michael Cales at the INDOT Central Office, LPA Programs at 317-232-5021 or [mcales@indot.in.gov](mailto:mcales@indot.in.gov)

In the event that INDOT learns that the federal funds available will be less than anticipated, INDOT reserves the right to proportionately reduce the federal funds available for award.

Sincerely



Kathy Eaton-McKalip  
Director  
LPA Grants Administration

