



## 2017 Local Road and Bridge Matching Grant Fund

Kathy Eaton-McKalip  
Local Programs Director  
Indiana Department of Transportation

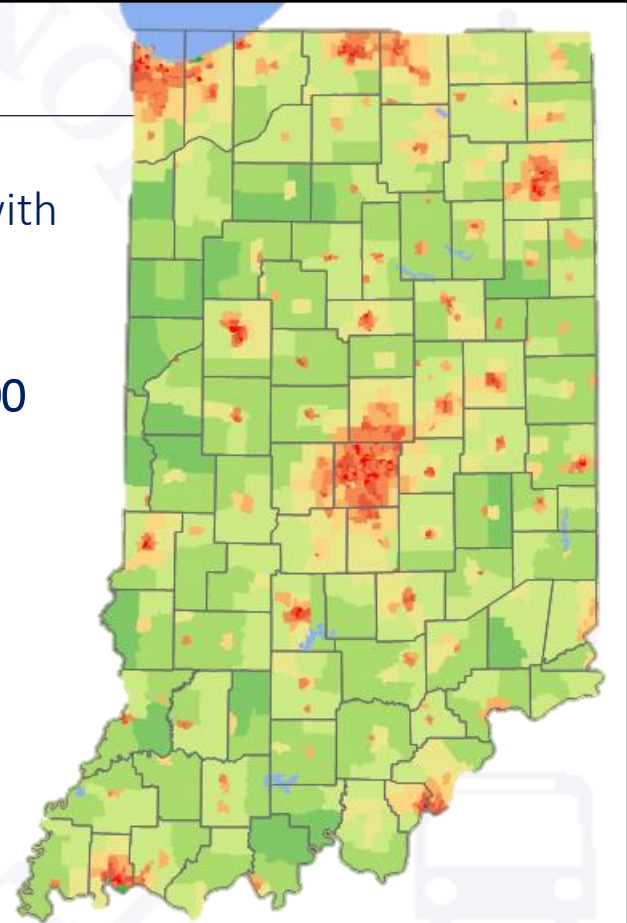
# Agenda

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1. Community Crossings funding
  - a. Population-based match
  - b. Rule of “50”
  - c. Local match funding sources
  - d. Surtax/wheel tax
2. Project types
  - a. Eligible and not eligible
  - b. Multiple projects or communities
3. Application
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  - b. Federal and state laws
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  - e. Schedule
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  - b. Receiving funding after award
  - c. Close out after construction
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  - b. Summary
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## New: Population-based match

- 25% local/75% state match for **counties** with population **less than 50,000** and **cities and towns** with population **less than 10,000**
- 50/50 match for **counties** with population of **50,000 or more** and cities or towns with **10,000 or more**
- INDOT uses Auditor of State population chart
- Local match is not capped, can be higher



## Match Examples

- Under 50,000/10,000 25% match
  - Total Project Cost \$750,000
  - 25% = \$187,500 75% = \$562,500
- Total Project Cost \$1,400,000
  - Cap \$1,000,000 – Local \$400,000
- Over 50,000/10,000 50% match
  - Total Project Cost \$750,000
  - 50% = \$375,000 50% = \$375,000
- Total Project Cost \$2,400,000
  - Cap \$1,000,000 Local \$1,400,000



## Rule of “50”

- ✓ 50 percent of Community Crossings funds are for projects in counties with less than 50,000 in population
- ✓ Cities, towns and counties must use at least 50 percent of Motor Vehicle Highway funds provided by State Auditor for construction, reconstruction, and maintenance of roads and bridges

Unused Community Crossings funds do not revert to the state general fund



## New: Local match funding sources

- Any funds authorized for use on a local road or bridge project
- Funds received as a special distribution of local income taxes
- Rainy day fund



## Surtax/wheel Tax changes

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1. Fiscal body adopts an ordinance to impose, rescind or change the rate or amount of a surtax
2. Send copies of ordinance to Kathy Eaton-McKalip at [kaeaton-mckalip@indot.in.gov](mailto:kaeaton-mckalip@indot.in.gov) and Cassandra Hudson's at [chudson1@indot.in.gov](mailto:chudson1@indot.in.gov) at INDOT
3. INDOT responds with letter approving asset management plan
4. Submit ordinance and INDOT letter to Bureau of Motor Vehicles and Indiana Department of Revenue by Sept. 1 to be effective Jan. 1 the following year



## Eligible for grants

- ✓ Local government owner
- ✓ Repairs, replaces or increases the capacity of local roads and bridges
- ✓ Part of the local unit's transportation asset management plan

Materials for agencies that perform their own force account work, such as chip sealing and crack sealing

Construction or maintenance of traffic for:

- + Bridge and road preservation
- + Road reconstruction
- + Disabilities-accessible sidewalks and ramps, curbs and gutter associated with a road project
- + Pipe and small structure replacements
- + Replacement and new installation of guardrail
- + Warning or regulatory signage
- + Intersection improvements
- + Roundabouts
- + Existing contracts procured or materials purchased in calendar year 2017



## Not eligible

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- Preliminary engineering
- Land purchasing
- Utility relocation
- Construction inspection
- Labor or equipment costs for governments that perform their own force account work
- Railroad crossing upgrades
- Water and sanitary sewer line replacements
- Standalone sidewalk projects
- Trails
- Bike paths
- Enhancement-type work, including:
  - Street lights
  - Street informational signs
  - Decorative pavers
  - Trees and plants
  - Trash receptacles
  - Gateway aesthetics

## Multiple projects or communities

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- Submit as many individual projects as you wish for the best chance to receive funding
- Governments can apply jointly for a project that crosses multiple jurisdictions
- \$1 million cap per local government still applies
- Bundled projects must be of same work type or treatment
- INDOT scores each application separately
  - Rank separate applications
  - Prioritize bundled projects in the comments section of application
- Applications must provide:
  - A thorough description of project's from and to points
  - A detailed, descriptive map for each project
- Applications with vague locations and descriptions will not be awarded

## Shovel readiness

- ✓ Construction on last year's grant must begin by **July 14, 2017** to receive 2018 funding
- ✓ Only submit this year's applications for projects that will be under contract before **April 15, 2018**
- Awarded projects must be under contract and all documentation submitted by the dates above
- Unobligated funds will be forfeited and redistributed during the next call to other local governments with shovel-ready projects



## Federal and state laws

- ✓ Federal laws that apply
  - ✓ Permitting – DNR, IDEM, Corp of Army Engineers, etc.
  - ✓ Americans with Disabilities Act
  - ✓ Historic preservation
- ✓ State laws that apply
  - ✓ I.C. 36-1-12 – Public works projects
  - ✓ I.C. 8-23-10 – Qualifications of bidders for contracts
  - ✓ I.C. 5-16-13 – Contractor requirements for public works projects

Look up Indiana Code at General Assembly website, <http://iga.in.gov>



## Transportation Asset Mgmt. Plans

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- ✓ Local government must have approved pavement plan to submit road projects and bridge plan to submit bridge projects
  - ✓ Includes planning for drainage systems and rights of way that affect transportation assets
- ✓ Local Technical Assistance Program (LTAP) at Purdue University assists locals in developing road and bridge asset management plans. Visit [www.purdue.edu/INLTAP](http://www.purdue.edu/INLTAP) or call toll free 1-800-428-7639
- ✓ INDOT and LTAP approve asset management plans
- ✓ Project(s) in application must be part of approved asset management plan(s)
- ✓ Asset plans are living documents and should be updated as improvements are made
- ✓ Transportation asset management plans must be completely updated every two years

## Required documents in application

- ✓ Application
- ✓ Detailed preliminary estimate
- ✓ Approved asset management plan
- ✓ Project location map(s)
- ✓ Financial commitment letter
- ✓ Listing of “from and to” points
- ✓ Structure and inventory reports for bridge projects



**Applications missing documentation are not eligible for a matching grant**

## Program web page

- Applications
- Program information
- Instructions

INDOT > Doing Business with INDOT >  
Local Public Agency Programs  
[www.in.gov/indot/2390.htm](http://www.in.gov/indot/2390.htm)



[INDOT](#) > [Doing Business with INDOT](#) > Local Public Agency Programs

## LOCAL PUBLIC AGENCY PROGRAMS

### Community Crossings Matching Grant



## Schedule

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1. **Monday, June 5:** Applications open
2. **5 p.m. Eastern on Friday, July 14:** Applications due
3. **End of August:** Preliminary awards announced

✓ Application documents must be attached in email to [INDOTLPAMPO@INDOT.IN.gov](mailto:INDOTLPAMPO@INDOT.IN.gov)

**No late applications will be accepted**





## Project scoring



- + Regional economic significance
- + Readiness for construction
- + Local support
- + Alignment with existing plans
- + Benefit
- + Need
- + Quality of project
- + Traffic counts
- + Bridge classifications
- + Safety
- + Alignment with asset management plans

## To receive funds after award

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1. INDOT sends you a grant agreement
2. Sign agreement in **blue ink** and return original within two weeks
  1. Copies not accepted
  2. Allow 4-6 weeks for signature by other state agencies for contract to be executed
3. Ensure INDOT has your agency's banking info, vendor codes, name and address
4. Submit documentation before April 15, 2018
  - a. **Itemized** contractor low bid and construction contract with your award, or
  - b. Proof of payment for materials
5. INDOT will transfer funds into your banking account on file

## Close out grant after construction

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1. Notify INDOT once construction is complete
2. Submit copies of contractor's final bill and proof of payment within 30 days of final payment
3. Any under-runs must be paid back to INDOT within 30 days of being invoiced. Any over-runs are not matched and the responsibility of the local unit.
4. Maintain records for five years for audit purposes



## Tips and lessons learned

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- Proper procurement of materials
- Proper bidding procedures
- Finalize project before application –  
Scope and location of project(s) cannot be  
changed afterwards
- Provide thorough description of project(s)
- Only submit projects close to construction
- Return contracts to INDOT in a timely  
manner



## In summary

- INDOT is here to help
- INDOT will make the process as easy as the law allows
- All cities, towns and counties should apply, even if it is for a small amount



## Email and text updates

Recommend each local government have more than one staff member sign up

1. Visit <http://alerts.indot.in.gov>
2. Submit your email address or wireless number
3. Select your regional district or statewide under LPA & Grants Administration and click submit

**GOVDELIVERY** 

**Subscribe to receive text & email alerts  
about INDOT projects at  
[alerts.indot.in.gov](http://alerts.indot.in.gov)**

# INDOT contacts

## District LPA Directors

Crawfordsville/West Central	Susie Kemp	765-361-5228	<a href="mailto:skemp@indot.in.gov">skemp@indot.in.gov</a>
Ft. Wayne/Northeast	David Armstrong	260-969-8277	<a href="mailto:darmstrong@indot.in.gov">darmstrong@indot.in.gov</a>
Greenfield/East Central	Kim Bowdell	317-467-3440	<a href="mailto:kbowdell@indot.in.gov">kbowdell@indot.in.gov</a>
	Cassandra Hudson	317-467-3413	<a href="mailto:chudson1@indot.in.gov">chudson1@indot.in.gov</a>
LaPorte/Northwest	Marcia Blansett	219-325-7564	<a href="mailto:mblansett@indot.in.gov">mblansett@indot.in.gov</a>
Seymour/Southeast	Karlei Metcalf	812-524-3969	<a href="mailto:kmetcalf1@indot.in.gov">kmetcalf1@indot.in.gov</a>
Vincennes/Southwest	Brandi Mischler	812-895-7389	<a href="mailto:bmischler@indot.in.gov">bmischler@indot.in.gov</a>

## Road Inventory

	Mark McMahan	317-233-1057	<a href="mailto:mmcmahan@indot.in.gov">mmcmahan@indot.in.gov</a>
	Elliott Englert	317-233-8156	<a href="mailto:eenglert@indot.in.gov">eenglert@indot.in.gov</a>