

Pavement Management

Project Application Information

Jackson MPO Surface Transportation Program

1. Project Sponsor	Name of submitting agency
2. Sponsor Contact	Name of person responsible for completing the project application
3. Telephone	Phone number for the person responsible for completing the application
4. Email Address	Email for the person responsible for completing the application
5. Mailing Address	Office mailing address for the submitting agency
6. Additional Sponsors	Name of any co-sponsors (<i>if applicable</i>)
7. Co-Sponsor Contact Name(s)	Name of co-sponsor person responsible for helping to complete the application (<i>if applicable</i>)
8. Project Title	Provide a brief one sentence description of the location and the type of project (e.g. Widening of ABC Street)
9. Project Type	Specify the type of pavement management improvements
10. County	List the County the project is located within
11. Municipality	List the Municipality the project is located within (<i>if applicable</i>)
12. Small Municipality	Specify, Yes or No, whether or not the applicant qualifies as a small municipality (for MPO purposes, a municipality with a population under 3,500)
13. Small Municipality Population	If the applicant qualifies as a small municipality, indicate the population for the municipality according to the latest U.S. decennial Census
14. Project Location	Identify the project location be sure to include the beginning and termini point for the project including all roadway intersections and/or roadway segments included in the project. Include as Attachment B a map preferably on an 8 ½ x 11 inch or 11 x 17 inch page identifying the project location.
15. Functional Class	Identify the functional classification for the proposed segment. All projects must be located on a roadway that is functionally classified as a principal arterial, minor arterial or collector.
16. Detailed Project Description	Provide a one to two paragraph detailed description of the project. Be sure to clearly state the problem the project aims to address and how that will be achieved by the project. (e. g. The project's primary objective is to reduce peak hour congestion and delays at the intersection by adding turn lanes.)
17. Overall Project Budget	Provide a description of the overall project budget including eligible and non-eligible STP funding items.
18. Federal STP Funds Requested	Provide the amount of Federal funds you are requesting for the proposed project.
19. Minimum Local Match	Provide the amount of required local match being provided by the local entity. Pavement management projects require a minimum 20% local match for construction cost for reconstruction projects and a 50% minimum local match for

	<p>overlay/resurfacing type projects. A small municipality is only required to provide a 20% minimum local match for either reconstruction or overlay/resurfacing type projects. A resolution by the Board of Alderman/City Council or Board of Supervisors agreeing to pay the required funding share, plus any amount above the minimum requirement must be included as Attachment A in the application.</p>
20. Local Overmatch Provided	<p>Provide the amount of local funds being provided for construction costs over the minimum requirement of 20% for reconstruction or 50% for overlay/resurfacing type projects. All small municipalities are required to provide 20% local match for pavement management type projects.</p>
21. Total for STP Portion of Project	<p>Add Columns 18, 19 and 20 together to provide the total costs for the STP portion or construction costs for the project.</p>
22. Source of Local Funds	<p>If multiple jurisdictions are contributing matching funds for this project, list each contributing jurisdiction and the amount of funds being provided by each jurisdiction.</p>
23. Date Available	<p>Provide the date the local match funding will be available.</p>
24. Milestone Date	<p>Provide estimated completion dates for each phase of the project. If a phase has already been completed please list the date it was completed</p>
25. PMS Index Rating	<p>Provide the latest Pavement Management System (PMS) index rating as determined by CMPDD for the project area. If a project includes portions of multiple PMS index rating sections, each section must be used to determine an Average PMS index rating for the project. The average PMS index rating will be completed by MPO staff.</p>
26. Potential Delays	<p>Provide a brief description of any known factors that may cause potential delays with the project slowing down the project schedule.</p>
27. Average Daily Traffic (ADT)	<p>Provide the Average Daily Traffic (ADT) volume for the roadway. The ADT must be determined using a traffic count that has taken place within the last 12 months of the date of the application. The count may be performed by CMPDD or a registered Engineer who certifies that the count is accurate and was performed using standard MDOT procedures for determining ADT volume. If a count has not been performed within the last 12 months the sponsoring entity may request CMPDD to perform a traffic count on the roadway. Attachment C of the application should include either a traffic count summary page from CMPDD or a certified statement from a registered Engineer.</p>
28. Required Attachments	<ol style="list-style-type: none"> 1. Attachment A – Resolution Acknowledges amount of Federal funds requested, local match requirement, and compliance with all applicable Federal and State laws regarding STP funding. 2. Attachment B – Project Map Map showing the project location with the proposed

	<p>improvements labeled preferably on an 8 ½ x 11 inch or 11 x 17 inch page</p> <p>3. Attachment C – Average Daily Traffic Volume A traffic count summary page requested from CMPDD stating the ADT volume for the project roadway or a certified statement from a registered Engineer stating the count was performed using standard MDOT procedures. The date the traffic count was conducted must also be listed.</p>
<p>29. Additional Supporting Attachments</p>	<p>Any additional information the project sponsor would like to provide to document the need or the “project readiness” elements of the project application.</p>