Common mistakes in STP Applications

Fund Match Warnings

highlight/text/line colors used in examples below

(see map)

(see last example)

•	Selecting "STP-Locally Pgmd" instead of "Requested Federal"	green					
•	Not including costs/schedules of all project phases	yellow					
•	Open to traffic doesn't align with CON schedule/model completion year	red					
•	Performance Target question (check boxes) responses don't make sense	blue					
•	"Kitchen sink" approach to work types	orange/pink					
•	Inappropriate/long project descriptions	purple					
•	Incorrect model information (# of lanes is an indicator of through lanes only in one	Light green					
	direction - a CLTL should not be counted as a lane). The addition of a turn-lane at an						
	intersection (H-INTIMP) is not an indicator of an additional lane. Utilize the H-COR						
	work type, which is a not exempt work type, when an additional through lane is not						
	being constructed.						

Mistakes should be corrected now to 1) ensure that you have a full understanding of the actual scope of

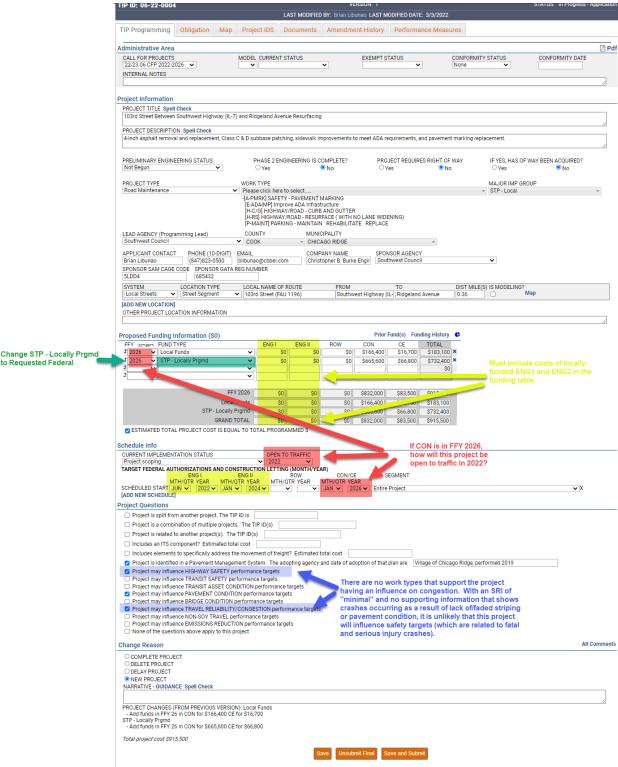
the project before scoring and 2) so that the project will be ready to be accepted into the TIP if selected for funding. It is strongly recommended that you confirm changes with applicants before making them, and that you document that confirmation and all corrections you make.

Resources for identifying/correcting common errors:

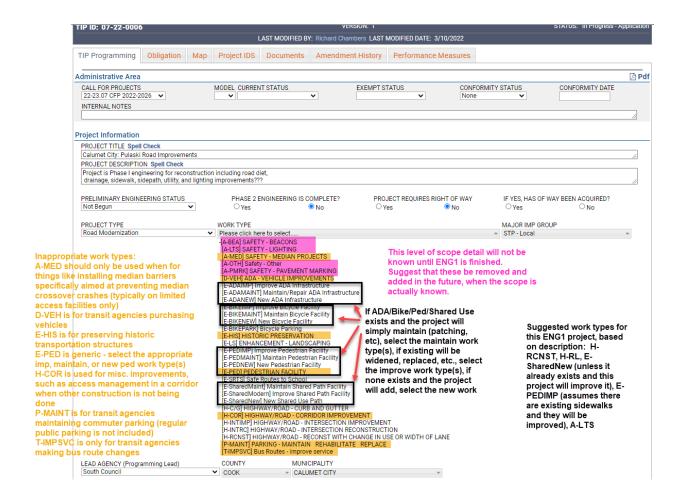
- Guidance: What's the right work type(s) for my road project and what is modeling all about?
- <u>TIP Work Types</u> List (in particular note the work types that are for transit projects, not highway projects)
- <u>Guidance for project questions</u> (check boxes) related to performance targets

• Map doesn't match description and/or location information entered

Examples:



to Requested Federal



	LAST MODIFIED BY: John Fitzgerald LAST MODIFIED DATE: 3/4/2022	
TIP Programming Obligation Map	Project IDS Documents Amendment History Performance Measures	
Administrative Area		
CALL FOR PROJECTS	MODEL CURRENT STATUS EXEMPT STATUS CONFORMITY ST	
22-23.05 CFP 2022-2026 V	None	•
INTERNAL NOTES		
Project Information		
PROJECT TITLE Spell Check		
55th Street Widening and Resurfacing and Ro	d Modernization	
PROJECT DESCRIPTION Spell Check	ing improvements along 55th Street from just west of LaGrange Road to just west of East Avenue, including the	o LaGrango Poad intersection The
improvements include extending the capacity	of all 4 left turn lanes and adding right turn lanes to all but the north approach of the LaGrange Road and 55th	
Street to improve access to driveways and les	al-etreets, crosswalks with pedestrian countdown signal heads	
7		
PRELIMINARY ENGINEERING STATUS Design Approval granted		YES, HAS OF WAY BEEN ACQUIRED? Yes No
Scolight Approval granted	Tes ONO	○ 169 • NO
PROJECT TYPE		AJOR IMP GROUP
Road Modernization	✓ Please click here to select[A-LTS] SAFETY - LIGHTING	
/	[A-PMRK] SAFETY - PAVEN EN MARKING	
er project description:	D-FAC] ADA - FACILITY IN PRC VEMENTS [E-ADAIMP] Improve ADA Infre structure	Inappropriate work type
. p. sjock decempateri.	[E-ADAMAINT] Maintain/ tepa r ADA Infrastructure	D-FAC is for transit use
ırface and widen lanes from just	[E-ADANEW] New ADA In rast ucture [E-BIKENEW] New Bicycl ≥ Fac lity	E-BIKE is repeat of E-BI
of LaGrange Rd to just west of	E-BIKE] BICYCLE FACILI FY [E-PEDIMP] Improve Perestri in Facility	E-PED is repeat of E-PE
Ave, including adding center	[E-PED] PEDESTRIAN FACILITY	H-ALIGN - are you sure
way left turn lane. Intersection ovements at 55th St and	[E-SharedNew] New Shured Lise Path [H-ALIGN] HIGHWAY/F DAD - VERTICAL/HORIZONTAL ALSH MENT (E.G. CLEARANCE).	don't appear to be any
ange Rd including extended left	[H-C/G] HIGHWAY/ROAD - CURB AND GUTTER	restrictions to vertical c
anes, new right turn lanes	[H-CLTL] HIGHWAY/R(AD - CONTINUOUS BI-DIRECTION ALTURN LANES [H-INTIMP] HIGHWAY ROAD - INTERSECTION IMPROV: MENT	be realigned.
ept north approach), crosswalks,	H-INTRCI HIGHWAY/ROAD INTERSECTION RECONST RUCTION H-RCNSTJ HIGHWAY/ROAD - RECONST WITH CHANCE IN USE OR WIDTH OF LANE	H-INTRC means you are
pedestrian countdown signals	[H-WRS] HIGHWAY/FOAD - VIDEN LANES AND RESURFACE	reconstructing as-is (H-
	S-MOD SIGNALS - MODER VIZATION SIGNALS - INTERCONNECTS AND TIMING	means you're making a
LEAD AGENCY (Programming Lead)	COUNTY NUNICIPALITY	Pick either H-RCNST or (are you resurfacing on
Central Council	✓ COOK ✓ COUNTRYSIDE ✓	reconstructing?)
APPLICANT CONTACT PHONE (10-DIGIT)	EMAIL COMPANY NAME SPONSOR AGENCY	S-TIM - there is only one
John E. Fitzgerald (630)887-8640	ifitzgerald@novotnyengine Novotny Engineering COUNTRYSIDE ✓	
SPONSOR SAM CAGE CODE SPONSOR GATA 3WAG2 681583	REG NUMBER	to interconnect
	LOCAL NAME OF POUTE FROM TO DISTANLE (2) IS	MODELINGS
SYSTEM LOCATION TYPE Local Streets Street Segment	LOCAL NAME OF ROUTE FROM TO DIST MILE(S) IS ✓ 55th Street (State Route) West of LaGrange Road Dansher Road 0.47 □	
COMP YEAR LENGTH (Miles) BEF # LANE		
2024 🗸 0.47 4		s 🗸
[ADD NEW LOCATION]	1 1 11	
OTHER PROJECT OCATION INFORMATION	- 	
	- 	
Proposed Funding Information (\$0)	Prior Fund(s) Funding History 🕻	
FFY (DOT-SEPT) FUND TYPE	ENG ENGII ROW CON CE TOTAL	
2026 Other - Local 2026 Requested Federal	✓ \$0 \$0 \$0 \$474,682 \$83,769 \$558,451 ★ ✓ \$0 \$0 \$1,107,593 \$195,461 \$1,303,054 ★	
v Requested Federal	S0 S0 S0 S1,107,593 S195,461 S1,303,054 X S0	
~	v \$0	
	1000	
	2026 \$0 \$0 \$0 \$1,582,275 \$279,230 \$1,861,505	
Other Requested F	*******	
GRAND	**************************************	
ESTIMATED TOTAL PROJECT COST IS EQU		
	Must show costs of	
Schedule Info	ALL phases and	
CURRENT IMPLEMENTATION STATUS	OPEN TO TRAFFIC schedule for those not	
Phase 1 design approval (DA) received TARGET FEDERAL AUTHORIZATIONS AND CO	yet started	
ENG I	ENG II ROW CON/CE SEGMENT	
SCHEDULED START V V	QTR YEAR MTH/QTR YEAR MTH/QTR YEAR V Q2 V Q2 V Z026 V Entire Project VX	

PROJECT TITLE Spell Check

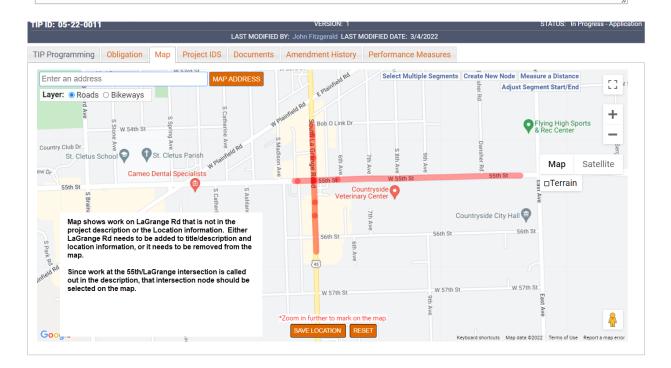
55th Street Widening and Resurfacing and Road Modernization

PROJECT DESCRIPTION Spell Check
This Project consists of widening and resurfacing improvements along 55th Street from just west of LaGrange Road to just west of East Avenue, including the LaGrange Road intersection. The improvements include extending the capacity of all 4 left turn lanes and adding right turn lanes to all but the north approach of the LaGrange Road and 55th Street Intersection, center turn lane along 55th Street to improve access to driveways and local streets, crosswalks with pedestrian countdown signal heads

SYSTEM LOCA	TION TYPE	LOCAL NAME OF	ROUTE	FROM	TO		DIST MILE(S)	IS MODELING?	
Local Streets ✓ Stre	t Segment 🗸	55th Street (State	e Route)	West of LaGran	ge Road Dansl	ner Road	0.47		Мар
COMP YEAR LENGTH (N	les) BEF # LANES	AFT # LANES E	BEF LANE WIDTH AF	T LANE WIDTH I	BEF SPEED	AFT SPEED	BEF SIG INTER	AFT SIG INTER	
2024 🕶 0.47	4	5	10 11		35	35	Yes 🕶	Yes 🕶	

[ADD NEW LOCATION]

OTHER PROJECT LOCATION INFORMATION



		F	und Match W	arning in FY20	023						
FFY (OCT-SEPT	FUND TYPE		ENG I	ENG II	ROW	CON	CE	TOTAL			
2023 🕶	Local Funds	~	\$20,000	\$35,000	\$0	\$0	\$0	\$55,000	×		
2023 🕶	Requested Federal	~	\$100,000	\$175,000	\$0	\$0	\$0	\$275,000	×		
2025 🕶	Local Funds	~	\$0	\$0	\$0	\$200,000	\$20,000	\$220,000	×		
2025 🕶	Requested Federal	~	\$0	\$0	\$0	\$800,000	\$80,000	\$880,000	×		
~		~						\$0			

If the total cost is provided, first subtract any ineligible/non-participating costs, then multiply the remainder by 0.2 to get the minimum required match.

If only the "requested federal" is provided, divide that number by 0.8 to get the total cost, then multiply the result by 0.2 to get the minimum required match.

If council rules are 70/30, then 0.2 becomes 0.3 and 0.8 becomes 0.7.

Multiplying the requested federal by 0.2 (or 0.3) does not result in the correct match amount and is the most common mistake.