General Instructions:

eTIP

This is the web interface for CMAP's Transportation Improvement Program. You will use this to enter most of the information you have regarding your project, as well as attach supporting documentation.

- 1. Navigate to the <u>eTIP webpage</u>.
- 2. Create an account (if not created prior)
- 3. Log in and select "Amend CFP".
- 4. "Create New Project" or "Add Funding to Existing Project".
- 5. Fill out/modify application (see the eTIP User Guide and eTIP Sample Project Application above for how to enter data into each field and save/submit)

KKCOM STP-L Application Supplement

- 1. Review "Info and Resources" tab for a summary of scoring methods, resources, and where information should be indicated.
- 2. Fill out all applicable information under the "STP-L Application Supplement" tab (Information provided in the eTIP and Application supplement covers sections A and B of the STP Methodology.)
- 3. Check the eTIP attachments checklist tab to ensure that all requirements have been met.
- 4. Attach the supplement in the eTIP application with all other documents under the "documents" tab.

Those with questions feel free to e-mail <u>planningstaff@co.kane.il.us</u> with "2024 CFP Question" in the subject line so staff can track to make a list of FAQs.