

Transportation Enhancement Project Application Checklist

Project Title _____

Project Location _____

Date _____ DOT Reviewers Name _____

| Note : | The information listed below must be submitted with the project application. Incomplete or missing information will require the application be returned. | Included | Not Included | Not Applicable |
|---|---|--------------------------|--------------------------|--------------------------|
| Cost Estimate | Itemized costs for drainage, structure widening, pedestrian structures, signal modifications, signing and striping, special amenities, etc. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Right of Way Certification | Source documents can be plat maps with dedication or acceptance clauses, court documents such as Order of Taking, deeds showing county, city or state right-of-way ownership or a maintained right-of-way map. (Not required with CMAQ application) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Photo Log | Photos of site, intersections, utilities, sidewalks, structures, RR crossings, environmental layout, bridges, etc. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Special Design Provisions & Guidelines | Local agency to provide any design criteria and amenities to be included in the preparation of construction plan. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Agency Jurisdiction Approval | Documentation of approval of other agencies/departments authorizing project support when project encroaches onto another jurisdiction. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Preliminary Environmental Assessment | Is project within limits of wetlands, contamination, hazardous waste or endangered/threatened species? Yes No | | | |
| | If yes, which one? _____ | | | |
| | Specify type of documentation. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Is environmental permitting required? Yes No | | | |
| | If yes, which one? _____ | | | |
| | Specify type of documentation. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Local Area Program (LAP) | Is the Sponsor LAP certified? Yes No | | | |
| | Will this project be a LAP project? Yes No | | | |
| | Has a request for a LAP Agreement for this project attached? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| As-Built information supplied | Include plans for current/original information. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Typical Sections | Include a sketch of the proposed project and include information on slopes, pavement, curbs gutters, shoulders, drainage items and existing ground terrain, etc. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sponsor Field Review Completed | Was a Project Sponsor field review completed? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Name _____ | | | |
| | Title _____ | | | |
| | What date was the review done? _____ | | | |
| Maintenance Agreement | District Seven OFF SYSTEM Maintenance Agreement signed and enclosed. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Signed Application | Authorized person _____ (Print name) | | | |
| | Title _____ Date _____ | | | |