

EARMARK PROJECTS AND GRANT PROJECTS ADMINISTERED BY PROJECT SPONSOR

Public entities (i.e. COGs, municipalities, state agencies) that have received earmark projects or grant projects assigned to a Federal Agency (FHWA or FTA) for implementation and being administered by the project sponsor and not CTDOT, will need to follow the steps listed below in order to get the project into the TIP/STIP:

Upon receipt of the earmark or grant, send an email to DOT.Grants@ct.gov and DOT.IGA@ct.gov with the following information:

- Project details – scope, schedule, and budget
- Detailed schedule by year, broken down by phase and associated funding
- Grant project information excel sheet filled out
- Copy of grant award notice (link acceptable)
- Copy of final grant application (link acceptable)
- Funding granted
- Matching requirements
- Entity providing the match and source of the matching funds

CTDOT offices will coordinate internally to provide the information needed to the STIP unit.

The STIP unit will coordinate Air Quality conformity review and send the TIP amendment request to the appropriate Metropolitan Planning Organization (MPO) or Rural Council of Governments.

Please note, if the project is not exempt from air quality conformity, the project will be on hold and not added into the TIP/STIP until after the next Air Quality Conformity model run is completed.

EARMARK PROJECTS AND GRANT PROJECTS ADMINISTERED BY CTDOT

For public entities that have received earmark projects or grant projects that will be administered by CTDOT, the following steps are required to get the project into the TIP/STIP:

Send an email to DOT.Grants@ct.gov and DOT.IGA@ct.gov containing the following information:

- Project details – scope
- Detailed schedule by year, broken down by phase and associated funding per phase
- Copy of grant award notice (link acceptable)
- Copy of final grant application (link acceptable)
- Funding granted
- Matching funding requirements

These offices will coordinate internally with the Department's Finance teams, who will provide information needed to the STIP unit.

The STIP unit will coordinate Air Quality conformity review and send the TIP amendment request to the appropriate MPO or Rural Council of Governments.

Please note, if the project is not exempt from air quality conformity, the project will be on hold and not added into the TIP/STIP until after the next Air Quality Conformity model run is completed.