

# APPENDIX C - TIP/STIP Amendments and Administrative Modifications

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## STIP Administration

| <u>Amendment</u> <sup>1</sup>   | <u>Administrative Modifications</u> <sup>2</sup>  | <u>Updates Not Requiring STIP Change</u>  |
|---|---|---|
| <p>See Section VII STIP Management - STIP Amendments &amp; Administrative Modifications of the STIP document for <i>definition</i>.</p>   | <p>See Section VII STIP Management - STIP Amendments &amp; Administrative Modifications of the STIP document for <i>definition</i>. The following do not require the STIP to be modified prior to federal authorization of the project. However, the STIP must be updated to align with MPO requirements and reflect the changes as soon as possible.</p>   | <p>The following do not require the STIP to be changed, as they will be reflected in the annual obligation report or subsequent STIP as applicable.</p>   |
| Adding a New Project  | Revisions to lead agency  | Moving a project within the four years of the TIP or STIP.  |
| Deleting a Project  | Adding a prior phase of a project not previously authorized   | Changes in a projects federal fund source(s) (any change from IM to NHS or STP etc., is an update only as this is a funds management action)  |
| Changes to a project's total programmed amount* greater than 30% (or any amount greater than \$3 million). This includes adding or subtracting funds from currently programmed phases.<br>* Total programmed amount = A project's current 4-year STIP total of programmed funds | Changes to a project's total programmed amount* less than 30% (or any amount less than \$3 million). This includes adding or subtracting funds from currently programmed phases.<br><u>Note:</u> In order to reprogram funds decreased from a project or phase (i.e. adjust to award), the STIP will need to be updated prior to or at the same time funds are being reprogrammed.<br>* Total programmed amount = A project's current 4-year STIP total of programmed funds | Any and/or all federal funds currently programmed in the STIP for a particular project without consideration of the phase split.<br>For example: Programmed amounts are:<br>PE – 1,000,000<br>CN – 4,000,000<br>Authorization for PE of 1,750,000 is allowed without a change to the STIP since the funds are programmed. <b>OR</b><br>Authorization for CN of 5,000,000 if the funds were not utilized for PE. |
| Major Scope Changes   |   |   |
| Changes to a project that affects Air Quality Conformity  | Minor changes or errors in project information such as: environmental type, right of way required, improvement type, project limits, functional classification, topographical errors, transposed numbers, etc.  | All adjustments in a project's funding authorization for award of a contract.   |
| Adding a future phase of a project  |   |   |
| Adding Federal dollars to a project currently in the TIP/STIP that does not have federal funds ( <i>federalizing a project</i> ).   |   |   |

<sup>1</sup> Amendments will continue monthly January through October

<sup>2</sup> Administrative modifications will be updated monthly and available via the on-line STIP. FHWA/FTA will be provided listing twice a year with the January and October amendment submittals. Additionally, financial feasibility will be shown in the original STIP and updated twice a year in the January and October amendment submittals to FHWA/FTA.