

001	STIP Amendment Request Policy
STIP	

Policy

Transit STIP amendment requests must be submitted to the Integrated Mobility Division (IMD) through the following process:

1. Submit the request to the STIP Amendment Request Database SmartSheet using the following link:
<https://app.smartsheet.com/b/form/614c4fcc95fc4e739efbf264d2fb87df>
2. Request must be submitted by the 1st of the month to be included on the next month’s NCDOT Board of Transportation (BOT) Handout for review and the following month’s BOT Agenda for approval.
3. STIP amendment requests must be approved at the MPO/RPO level prior to being submitted to IMD and the request must include the approved resolution for the project.
4. Requests are reviewed for completeness and required documentation by IMD and complete project requests are then submitted to the STIP unit on the 10th of month for their review, processing and inclusion on the Handout timeline above.

STIP amendments received after 1st of month go through the process timeline of the subsequent month.

A webinar on the process can be found here: <https://youtu.be/JzwvYEMCjkU>

Applicability All North Carolina MPOs, RPOs, and Public Transportation Authorities

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