



Nothing Compares

Division of Planning and Programming

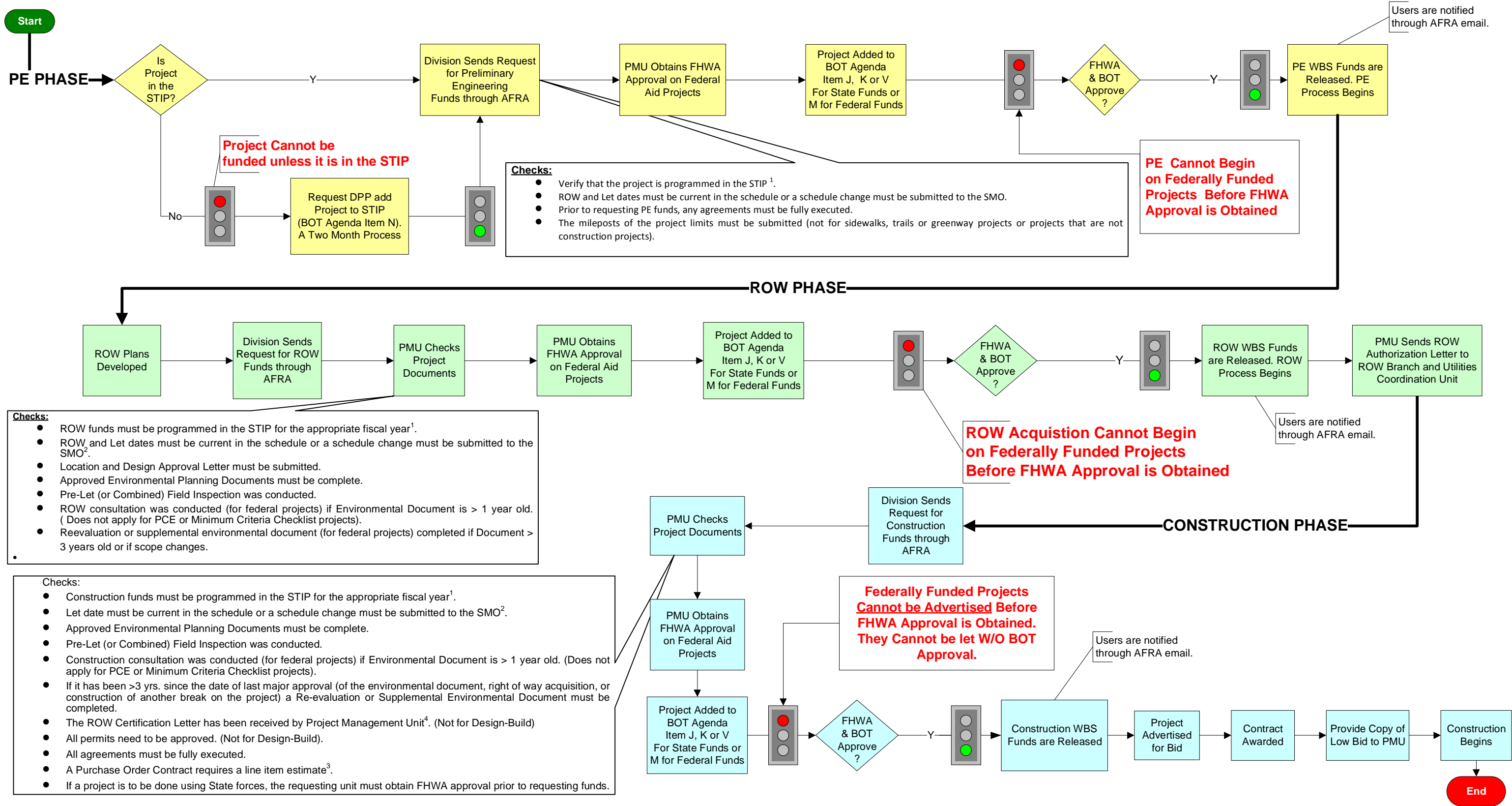
Funding Process for DIVISION MANAGED STIP Projects revised 11 - 10 - 2016

Clarifications & Abbreviations:

- Includes projects designed &/or constructed by State Forces
- BOT - NCDOT Board of Transportation
- DPP - Division of Planning and Programming
- PMU - Project Management Unit of the DPP
- STIP - NCDOT State Transportation Improvement Program
- PE - Preliminary Engineering
- ROW - Right of Way
- FHWA - Federal Highway Administration
- PCE - Programmatic Categorical Exclusion
- AFRA - Automated Funding Request Application

Color Key:

PE Phase
ROW Phase
CON Phase



Project Cannot be funded unless it is in the STIP

- Checks:**
- Verify that the project is programmed in the STIP¹.
 - ROW and Let dates must be current in the schedule or a schedule change must be submitted to the SMO.
 - Prior to requesting PE funds, any agreements must be fully executed.
 - The mileposts of the project limits must be submitted (not for sidewalks, trails or greenway projects or projects that are not construction projects).

PE Cannot Begin on Federally Funded Projects Before FHWA Approval is Obtained

Users are notified through AFRA email.

- Checks:**
- ROW funds must be programmed in the STIP for the appropriate fiscal year¹.
 - ROW and Let dates must be current in the schedule or a schedule change must be submitted to the SMO².
 - Location and Design Approval Letter must be submitted.
 - Approved Environmental Planning Documents must be complete.
 - Pre-Let (or Combined) Field Inspection was conducted.
 - ROW consultation was conducted (for federal projects) if Environmental Document is > 1 year old. (Does not apply for PCE or Minimum Criteria Checklist projects).
 - Reevaluation or supplemental environmental document (for federal projects) completed if Document > 3 years old or if scope changes.

ROW Acquisition Cannot Begin on Federally Funded Projects Before FHWA Approval is Obtained

Users are notified through AFRA email.

- Checks:**
- Construction funds must be programmed in the STIP for the appropriate fiscal year¹.
 - Let date must be current in the schedule or a schedule change must be submitted to the SMO².
 - Approved Environmental Planning Documents must be complete.
 - Pre-Let (or Combined) Field Inspection was conducted.
 - Construction consultation was conducted (for federal projects) if Environmental Document is > 1 year old. (Does not apply for PCE or Minimum Criteria Checklist projects).
 - If it has been >3 yrs. since the date of last major approval (of the environmental document, right of way acquisition, or construction of another break on the project) a Re-evaluation or Supplemental Environmental Document must be completed.
 - The ROW Certification Letter has been received by Project Management Unit⁴. (Not for Design-Build)
 - All permits need to be approved. (Not for Design-Build).
 - All agreements must be fully executed.
 - A Purchase Order Contract requires a line item estimate³.
 - If a project is to be done using State forces, the requesting unit must obtain FHWA approval prior to requesting funds.

Federally Funded Projects Cannot be Advertised Before FHWA Approval is Obtained. They Cannot be let W/O BOT Approval.

Users are notified through AFRA email.

End