

FY 2024 Transportation Project Fund (TPF) Call for Projects Checklist, Eligible Project Types, and NERTPO workflow

NMDOT Project Oversight Division is looking for applications consisting of the **4 to 5 items** listed below.

- 1 **Cover Letter**, including the following elements:
 - 1a **Brief overview of the proposed project**
 - 1b **Whether the potential grantee intends to apply for hardship** (match waiver)
 - 1c **Timeframe in which to spend funds**
 - 1d **Funding details** (describe which phase(s) of the project would be funded with these funds)
 - 1e **Right-of-way details** (whether the project is in locally-owned ROW, or will need NMDOT support letter)
- 2 **Project Feasibility Form, signed by first District representative, and finally by local agency representative**
- 3 **Resolution of sponsorship from governing body**, indicating availability of 5% match or hardship waiver request
- 4 **Map of project location**, including mile posts
- 5 *If ROW is not locally-owned, letter of support from ROW owner, including from NMDOT District* if the project is partially or wholly within NMDOT right-of-way or

Eligible project types:

- (1) Environmental and other studies;
- (2) Planning;
- (3) Design;
- (4) Construction; and
- (5) Acquisition of rights of way necessary for the development of transportation infrastructure, which includes highways, streets, roadways, bridges, crossing structures and parking facilities, including all areas for vehicular, transit, bicycle or pedestrian use for travel, ingress, egress and parking.

Northeast RTPO application submittal workflow

January 20, 2023 - RTPO staff sent out call for projects.

January 24, 2023 - RTPO staff sent out 2023 TPF application checklist, templates and examples of the cover letter, resolution, and a fillable PFF.

January 25, 2023 - NEPRTPO meeting where members reviewed and approved rating and ranking criteria, the NERTPO schedule, and the TPF application requirements and process.

February 22, 2023 - NERTPO meeting where members discuss TPF application process to date, review any new materials from NMDOT, and ask District 4 and RTPO staff questions.

March 6, 2023, 10 AM to 12 - Application training, in Clayton or Online

March 22, 2023 - Regular NERTPO meeting, discuss TPF applications, review remainder of TPF process.

April 10, 2023 - Deadline for entities to submit PFFs to RTPO staff, who will track submittals & forward them to D4 staff

April 26, 2023 - Regular NERTPO meeting, discuss TPF applications, review remainder of TPF process.

May 10, 2023 - District to return reviewed and signed PFFs to entities, copying RTPO staff.

May 24, 2023 - NERTPO meeting for Rating and Ranking only.

May 26, 2023 - Deadline for entities to submit complete application to RTPO staff.

May 31, 2023 - RTPO staff upload application packets and final NERTPO rated and ranked project list, to NMDOT FTP.