

Effective Date: 3/25/2015
Revised: 12/2022
Expiration: 12/2025



Council Policy: 009

LOCAL RURAL HIGHWAY INVESTMENT PROGRAM

Purpose:

Provide funding for rural local highway jurisdictions to complete construction, planning, signing and emergency procedures.

Additional Authority:

Idaho Transportation Board Administrative Policy 5030.

POLICY

I. Policy Statement

Through a cooperative agreement with the Idaho Transportation Board, the Council provides funding for the Local Rural Highway Investment Program (LRHIP) on an annual basis. LRHIP funds can be used to fund four (4) types of projects including:

- A. Construction projects (including Federal-aid construction match)
- B. Signing projects
- C. Planning projects
- D. Emergency projects

II. Procedure

Project funds will be awarded to Local Highway Jurisdictions (LHJ) on an annual basis, provided the Program is funded.

- A. Application packets will be assembled by LHTAC staff and approved by the Council.
- B. Application packets will be available to all rural LHJs by the end of September.
- C. Applications are due back to LHTAC prior to the December Council meeting.
- D. LHTAC staff and Council will score the applications.

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- E. Project award recommendations will be presented by LHTAC staff and approved by the Council at the March meeting. Notification letters will be sent to all LHJs, who applied, by the end of April.
- F. Project work may begin at the beginning of the Federal Fiscal Year (FY), October 1, or as approved by the program manager
- G. LHJs request funds in writing and payment is made as funding is available.
- H. A Project Document Summary (PDS) including before/after photos or a copy of the transportation plan are due upon project completion.
- I. If a project is not completed by the end of the third FY following award, a project extension is required. An LHJ is not eligible for further awards unless an extension or PDS is received.

III. Guidelines

- A. Funds cannot be used for wages or equipment reimbursement.
- B. Purchases must follow state procurement rules.
- C. \$400k shall be reserved for emergency projects annually. The emergency balance at the beginning of a FY shall not exceed \$800k. The remaining funds should be distributed as closely as possible as follows
 - 1. 75% Construction (including Federal-aid match)
 - 2. 15% Transportation Plans & updates
 - 3. 10% Signs

IV. Project Specific Requirements

- A. A construction project award (including Federal-aid match) requires a one-year hiatus from applying for another construction award. LHJs are still eligible to apply for other LRHIP funding.
- B. Construction, Federal-aid match funds can be applied for when the sponsor project is scheduled for construction in the within the next two fiscal years from award fiscal year.

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- C. Transportation plan funds can be used for rural LHJs who have never received funds for a Transportation Plan or for those whose plan is older than 10 years old.
- D. Sign project must include at least a portion of Warning and/or Regulatory Sign upgrades.
- E. Emergency applications are available year-round. They are considered by Council and funded immediately upon approval.

A handwritten signature in black ink, appearing to read "Neal Gier", is written over a horizontal line.

Neal Gier, Chairman
Local Highway Technical Assistance Council