

3. APPLICATION

3.1 LHTAC 2027 (FY28) LRHIP APPLICATION COVER SHEET

Project Title: _____

Local Highway Jurisdiction Name: _____

Local Highway Jurisdiction Physical Address: _____

(Optional) P.O. Box: _____

***Local Sponsor** contact name: _____

Phone: _____

Email: _____

***Please list the person from your LHJ we should call if we have any questions on this project application.**

1. Project is on a rural roadway, not within an urban area with population of 5,000 or greater.

Yes ☐ No ☐

2. Description of Project: _____

3. Total cost of the project: \$ _____

4. Amount of money applying for: \$ _____

5. Amount and source of other funds used in this project: \$ _____

(source)

6. For what purpose will this grant money be used? _____

7. When will work be done? _____, _____

(month)

(year)

8. What bike and pedestrian plan considerations have been made regarding this project?

9. Other Comments: _____

10. My local agency commits to completing the project within three fiscal years of award (by October 1, 2028) or may be required to return funds.

Signature: _____

(Mayor, Chairman or other *designated signatory)

***If signed by designated signatory – a signed designation letter from the Mayor or Chairman *must* be attached.**



3.4 LHTAC 2027 (FY28) LRHIP TRANSPORTATION PLAN APPLICATION

TRANSPORTATION PLAN APPLICATION QUESTION RATIONALE

Questions 1-2 are financial questions. The information for these questions comes from the Annual Road and Street Financial Report and will be completed by LHTAC Staff, with the exception of Questions 1a and 1b.

1. Road and Street Financial Reports are required to be filed each year by state law. LHTAC uses this question to emphasize the LHJ has zero remaining (unobligated) balance and is saving for future projects. This is to help LHJs most in need score higher. To score the highest number of points, line 69 should have a \$0 balance. 50% should be saved for future projects or large purchases from the closing balance of line 66, reflected on line 67. LHJs must answer question 1a. Road and Street Reports that have been amended may not have reached LHTAC staff by the time applications are ranked. Answering this question will help LHTAC staff use the latest information.
2. [Idaho Highway Needs Assessment Study Update 1995](#) was completed to determine how transportation systems should be funded. The study concluded that 30% of the transportation system should be funded by the local jurisdiction. The Idaho Transportation Board Policy that funds this program (IT Board Policy 4030) requires the local jurisdiction to contribute at least 30% of the road budget from taxes/fees. To score the maximum number of points on this question, the LHJs budget contribution for the year should be 30% or more (70% or less HDA funds) as reflected in the prior year's Road and Street Financial Report.

Questions 3-4 are related to transportation planning. The LHTAC Council has put a priority on planning, proper maintenance and spending.

3. The LHTAC Council believes that increased efficiencies come through communication across neighboring jurisdictions and resource sharing. Involvement in a multi-jurisdictional transportation group provides the opportunity to coordinate construction schedules, reduce duplication and share ideas/resources. Prioritizing projects helps identify those that are most beneficial to the area. Community support is also important. To score the maximum number of points on this question, the LHJ should be active in a multi-jurisdictional transportation group, provide examples of efficiencies through shared resources, and have their project ranked in the top three within their multi-jurisdictional group. **A maximum of 3 rankings per application (Construction, Transportation Plans, and Signs) for a total of 9 ranked jurisdictions are allowed per multi-jurisdictional group.**
4. A pavement management plan is a system where data on the condition of pavement is gathered and used to track the life of paved streets and provide an objective determination for the most effective and efficient maintenance priorities. A sign management plan is a system where data on the location and condition of signs is gathered and evaluated to provide objective criteria for maintenance and replacement of signs. These plans should allow the user to obtain a report that documents the previous maintenance and/or the condition of the overall system. The pavement and sign management plans lead to proper maintenance prioritization and funding. To score the maximum number of points on this question, the LHJ should provide two pages of their pavement and sign management plan data that has been updated within the last three years.
5. LHTAC Council understands that the LRHIP program is highly competitive, and often an LHJ cannot meet all the requirements to qualify for funding. To help these LHJs receive funding, points are awarded for LHJs who have applied for the same project repeatedly. To receive the maximum number of points, an LHJ must have submitted the same project 5 or more times and been unsuccessful in receiving funds.
6. The LHTAC Council emphasizes the importance of having an updated transportation plan. Jurisdictions that have not received funding for a transportation plan or it has been more than ten years since they received funding are eligible for additional points.



TRANSPORTATION PLAN APPLICATION CHECKLIST

	Y	N	Attachment Included	Points Available
<i>THE FIRST TWO QUESTIONS TO BE COMPLETED BY LHTAC STAFF, EXCEPT 1a & 1b. IF JUSTIFICATION IS REQUIRED, PLEASE LIMIT TO ONE PAGE. THE MOST RECENT COPY OF YOUR AGENCY'S ANNUAL ROAD & STREET FINANCIAL REPORT AS PUBLISHED BY ITD WILL BE USED BY LHTAC STAFF.</i>				
1. Line 66 CLOSING BALANCE				0-10
1a. Line 67 Funds obligated for specific future projects	☐	☐		
If yes to 1a, please provide list of future projects with values			☐	
Line 69 ENDING BALANCE				
% for Future Projects = Line 67/Line 66				
1b. Has your jurisdiction amended its Road and Street Report?	☐	☐		
2. Line 11 TOTAL LOCAL (non-user) FUNDING				0-10
Line 19 TOTAL STATE (user) FUNDING				
Line 20 SECURE RURAL SCHOOLS				
Line 26 TOTAL RECEIPTS				
LOCAL (non-user %) = Line 11+Line 18 / Line 24				
3. Are you involved with an active multi-jurisdictional transportation group?	☐	☐		0-10
(If yes, attach the first page of minutes or attendance for the last 1-2 years of meetings – max 4 meetings worth)			☐	
Was your project ranked in the top 3 LRHIP projects for your group?	☐	☐		
Attach examples of cooperation with other public/private agencies which improve efficiency in maintaining your roads (1 page max)			☐	
4. Do you have a pavement and/or sign management plan?	☐	☐		0-5
Have the plans been updated in the past 3 years?	☐	☐		
If yes, attach cover page (dated) and no more than 2 pages of each report documenting the most recent updates.			☐	
5. Has your agency applied for an LRHIP Transportation Plan Grant in the past for this project?	☐	☐		0-20
If yes, year(s) applied _____				
6. Are you applying for your first Transportation Plan?	☐	☐		0-10
Do you have an existing Transportation Plan?	☐	☐		
If yes, what year was it funded? _____				
If yes, when was it last updated? _____				

Total Possible: 65

Additional Questions

Have you ever had a Transportation Plan? Yes ☐ No ☐

Was it solely for your LHJ or jointly with another agency? _____

If with another agency, who was the lead agency? _____

What year was it completed? _____

What was the source funding? _____



TRANSPORTATION PLAN APPLICATION RATING CRITERIA

QUESTION	PTS	SUGGESTED SCORING
1. Annual Road and Street Financial Report Ending balance and % for future projects	8-10 1-7 0	Line 69 is \$0 & % for future is 50% or greater Line 69 is \$0 & % for future is 49% or less Line 69 is greater than \$0
2. Annual Road & Street Financial Report LOCAL (non-user) % of road funding	10 7-9 5-6 2-4 1 0	Local is greater than 30% Local is 25-29% Local is 20-24% Local is 10-19% Local is 1-9% Local is 0% - Does not contribute
3. Are you involved with an active multi-jurisdictional transportation group?	5-10 4 2-3 0-1	Involved with multi-group, ranked top 3, shared resources, minutes, examples Involved with multi-group, ranked top 3, shared resources, minutes Involved with multi-group, shared resources Involved with multi-group or shared resources
4. Do you have a pavement management and/or sign management plan?	5 4 3 2 1	Pavement & sign management plans updated within 3 years Pavement or sign management plan updated within 3 years Pavement & sign management plans updated over 3 years ago Pavement or sign management plan updated over 3 yrs. Any pavement or sign rating information or system
5. Has your agency applied for an LRHIP Trans. Plan Grant for this project in the past?	20 15 10	Applied more than twice Applied twice before Applied once before
6. Are you applying to fund your first plan? Do you have an existing plan? Has it been updated at all?	10 3-4 1-2	Yes, applying for first plan Older than 10 years, but has had update Older than 10 years with no update