2025
TIB FUNDING WORKSHOP
Small City Programs

2025 TIB Funding Workshop

Small City Programs

Notes

Workshop Agenda

Continued Emphasis for 2025

What's New for 2025

Funding Timeline

Program Overviews

Other Considerations

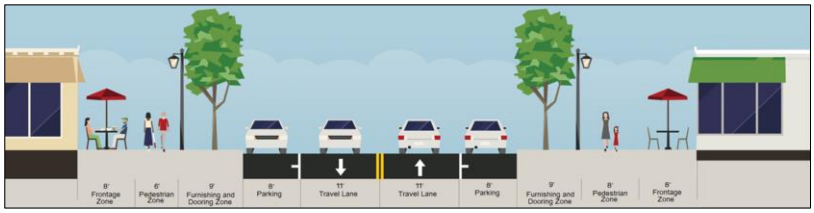
Open Discussion

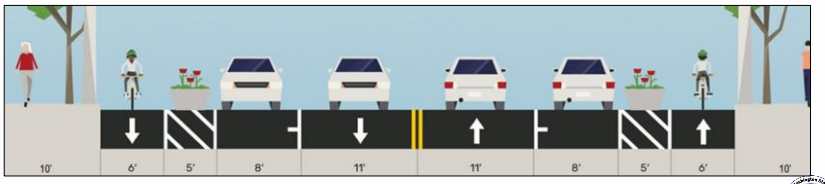
Notes

Continued Emphasis for 2025

Use Appropriate Roadway Sections

Narrow roads have advantages: safer for pedestrians, lower cost to build and maintain, and controls motor vehicles speeds.





AASHTO's A Policy on Geometric Design of Highways and Streets states: "Lane widths of 11-ft. are used quite extensively for urban arterial street designs. The 12-ft. lane widths are desirable, where practical, on high-speed, free-flowing, principal arterials."

Institute of Transportation Engineers' Designing Walkable Urban Thoroughfares: A Context Sensitive Solution states: "Wide streets can reduce the level of pedestrian interchange that supports economic and community activity. Wide streets discourage crossings for transit connections… On collectors with a target speed below 30 mph, a 10-ft. lane width may be appropriate."

WSDOT Design Manual M22-01.14 Exhibit 1231-2 Lane Width Considerations for Low Speed (<35 mph) states: "11-ft. lanes are common on urban arterials. Lane widths of 10-ft. may be appropriate in constrained areas with low truck and bus volume. In pedestrian oriented sections, 10-ft. lanes can be beneficial in minimizing crossing distance."

NCHRP's Recent Roadway Geometric Design Research for Improved Safety and Operations states: "Research found no general indication that the use of lanes narrower than 12-ft. on urban and suburban arterials increased crash frequencies."

Florida Department of Transportation's Freight Roadway Design Considerations (DRAFT) states: "Narrower lanes that discourage high vehicle speeds may be safer for accommodating interactions between large vehicles and non-motorized modes, even though the narrower lanes put the two users in closer proximity to each other."

Cross-section design alternatives can be created at https://www.streetmix.net.

Continued Emphasis for 2025

Do not include non-eligible elements in application cost	• Water/Sewer • Work outside project scope/non-eligible streets
SCPP maintenance should be completed prior to applying for other preservation treatments	• Complete larger, citywide crack seal, pavement repair, pre-level, and other maintenance prior to applying for seal coat and overlay projects
Send photos of completed project	• Provide photos at closeout of project

Non-eligible Work

If there is utility work or work outside of the approved scope, then do not include the costs in the application.

If there is non-eligible work within the TIB funded schedule, then show it in the application. Do not show non-eligible schedules or non-eligible work on the application.

Small City Maintenance

Apply for citywide crack seal and other low-cost needs prior to overlay and sealcoat projects. Higher quantity equals lower unit cost.

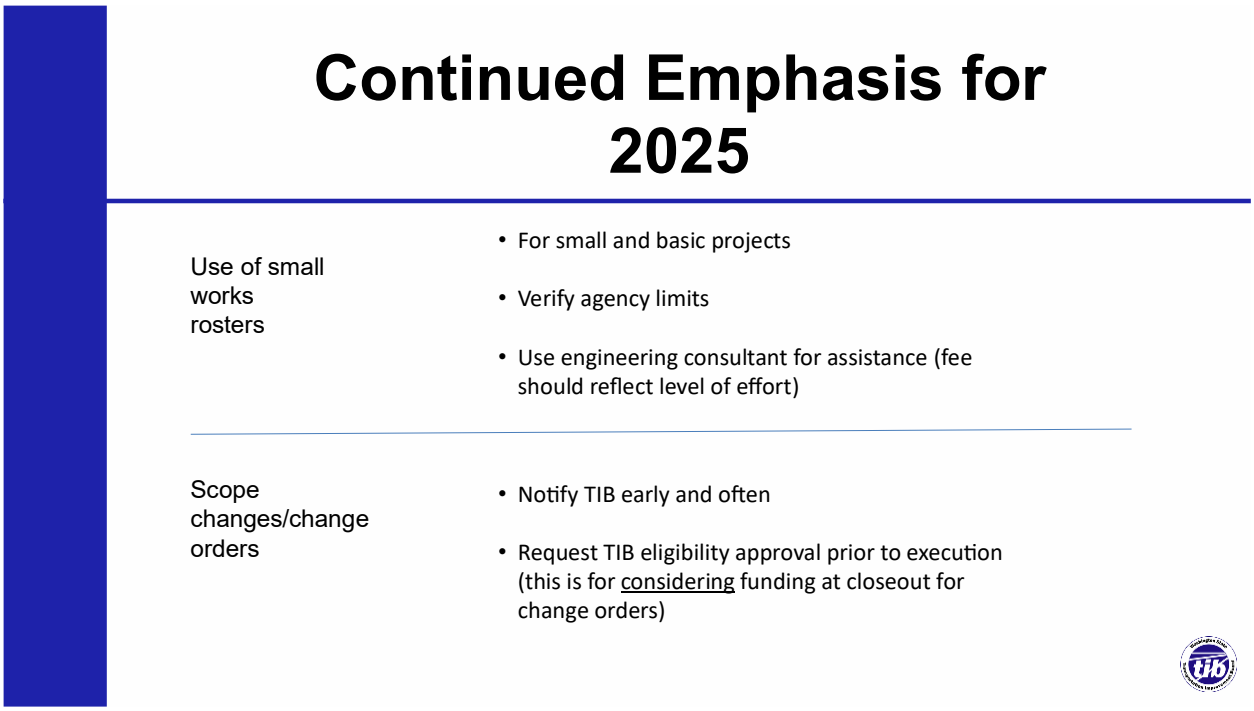
There should be a continued focus on citywide crack seal/preparation for future years. Also, look at larger projects to help reduce the unit bid prices. Consider bundling/combining projects with other agencies. Talk to your region engineer to discuss potential options for bundling or combining projects.

PS&E Review

It is recommended that you submit a 60% design package for review to minimize late comments just prior to the advertisement date.

Completed Project Photos

Please submit photos of complete projects with closeout submittal.



Small Works Roster

Visit **MRSC Rosters** at https://mrscrosters.org to register your agency or contractor for MRSC small works rosters.

Scope Changes/Change Orders

Keep your region engineer updated on any potential scope change requests or change orders throughout the project. These changes may require board approval.

It is recommended that you submit a 60% design package for review to minimize late comments just prior to the advertisement date. This includes a pavement design for review.

Continued Emphasis for 2025

TIB project management training	• Understanding the paperwork process and requirements upfront helps a smooth process • Agencies and consultants request for: - Refresher for experienced staff - New staff
Work on or adjacent to WSDOT right-of-way	• Communicate with WSDOT early and often • Understand and agree in writing design requirements and review/inspection costs

TIB Project Management Training

TIB offers in-depth quarterly training to review various program requirements and general project management. This training is intended for local agencies and consultants who are new to TIB programs or for those interested in a detailed refresher. For more information, please see TIB's website at https://www.tib.wa.gov/services/Training/Training.cfm.

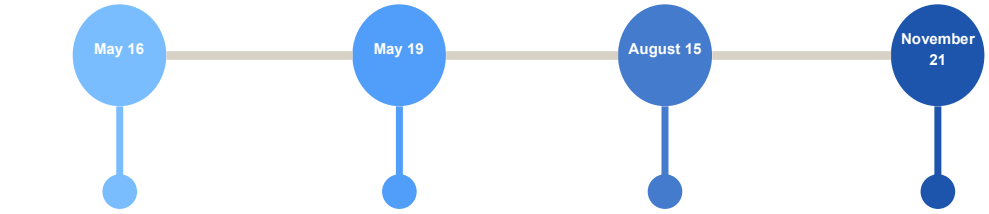
Notes

What's New for 2025?

Do not calculate engineering costs including contingency	• Engineering costs should not be calculated using contingency estimates • If engineering costs are estimated using inflated estimates and the actual costs are lower, it should be assumed over 30% engineering costs will not be approved
If under 70 PCR avg, focus on large SCPP instead of SCAP	• Agencies should focus on maintaining and preserving their existing street network before applying for improvement projects • Exceptions for safety projects
Certify tribal consultation on all projects	• Certify that all applicable tribes have been notified and consulted for all projects at Bid Authorization.

Notes

Funding Timeline



Board approves program target sizes.

TIB opens call for projects and begins funding workshops.

Applications due to TIB.

Board selects projects.

Notes

Agency Performance

Average Project Lifespan

	# of Projects	Average Lifespan	TIB Standard
UAP	28	65.9 months	60
UCP	25	96.6 months	84
SCAP	0	0.0 months	36
SP	18	47.1 months	30
RTP	0	0.0 months	—
SCPP	0	0.0 months	30
APP	0	0.0 months	30

TIB monitors the following project trends for an agency:

- Inventory
- Project delays
- Schedule extends beyond TIB standard
- Project closeouts
- Closeout not completed within 90 days of 5% remaining funds
- Project budget
- Change in cost from application to closeout
- Project billings
    - Payment requests on a regular basis
        - At least quarterly during design
        - Monthly during construction
- Engineering costs
    - Engineering Percent = $\frac{Engineering\ Costs}{Contract\ Cost}$
    - WAC rules limit TIB participation for engineering to 30% of contract cost. Good bids are not justification for engineering over 30%.
- Application history
    - Last application submitted
    - Applications versus funded projects

Program Overviews

SCAP

Small City Arterial Program

ATP

Active Transportation Program

SCPP

Small City Preservation and Maintenance Program

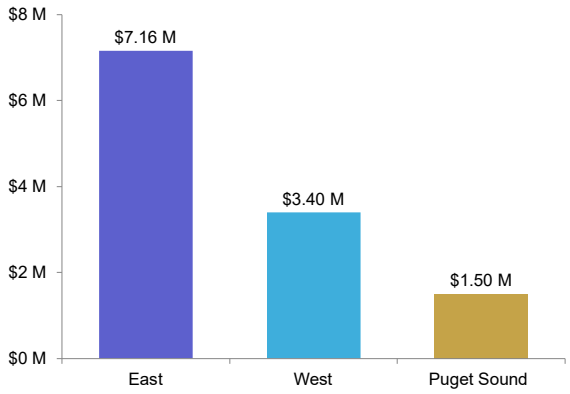
CSP

Complete Streets Program

Notes

SCAP
Small City Arterial Program

$12.0M Program



SCAP Funding

- Distributed among three regions – East, Puget Sound, and West.
- Percentages are based on small city populations that the Office of Financial Management updates annually.
- Typical funding ranges from **$300,000 to $1,000,000** per project. Contact your TIB engineer if your application is outside of the typical funding range.

SCAP
Design Requirements

- Design Standards
- Sidewalk Requirements and Standards
- Sidewalk Deviations

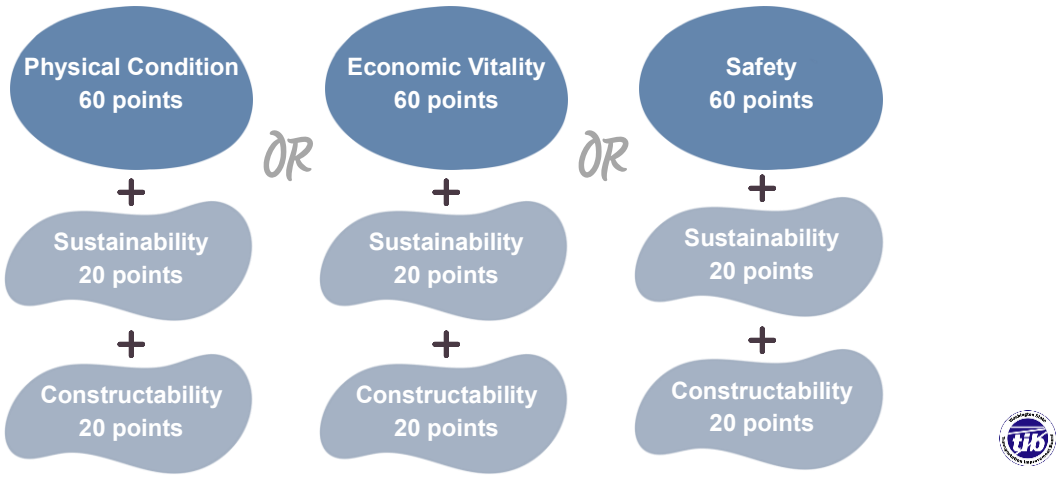
Design Standards

Use guidance from sources, such as NACTO, Complete Streets, WSDOT Design Manual, etc.

- Sidewalk is required only when:
  - Project is located in the business district.
  - Project connects pedestrian destinations with business district.
- TIB sidewalk standards must be:
  - ADA compliant
  - Minimum five-foot clear width
  - Hard, smooth surface (concrete, asphalt)
  - Separated from travel lanes with curb or physical barrier (e.g., drainage swale)
- TIB considers sidewalk deviations at application
  - Include deviation request with the application.
  - Deviations may be granted for locations where sidewalk is not warranted.

Project should have logical limits. Do not leave a short street section unimproved.

SCAP
Banding



Each application is scored in all three of the following bands unless the agency chooses to opt out of the bands:

- Physical Condition
- Economic Vitality
- Safety

All applications receive a score for:

- Sustainability
- Constructability

Band score is determined by the following equation:

Criteria score + Sustainability score + Constructability score = 100 point maximum

Points are one of several considerations during application review.

Physical Condition Band

Existing Pavement Condition	Non-Pavement	Loading Significance
• Reconstruction or pavement rehabilitation • Overlay • New street	• Stormwater • ADA compliance • Sidewalk	• Heavy load routes • Bus routes • Significance

Corrects physical and structural deficiencies.

Existing Condition

- TIB engineer PCR score rating or;
- Bridge condition (Federally funded bridge only) or;
- Adds new street (provide justification)

Non-Pavement condition

- Stormwater conveyance
- ADA ramps
- Existing sidewalk condition

Loading/Significance

- Heavy load route
- Bus route (trips/day)
- Significance
- Residential
- Business corridor

Economic Vitality Band

Improves central business district with consideration for all users.

- Access for all users
- Aesthetics

Improves central business district with consideration for all users.

Access for All Users

- Considers all users (bike, ped, transit, auto/freight)
- Pedestrian scale lighting
- Curb extensions (bulb-outs)
- Other traffic calming (medians, refuge islands, etc.)
- Community/business support

Aesthetics

- Gateway/wayfinding/decorative signs
- Decorative surface treatment
- Decorative lighting/street furniture
- Other streetscape improvements
- General appearance/impression

Safety Band

Crash Data	Safety Hazards
• Property damage	• Existing hazards, such as visibility
• Incidents with injuries	• Existing conditions
• Incidents with fatalities	

The proposed project makes safety improvements.

Crash History

Incidents must occur within the project limits, and the project must correct the crash problem to receive points.

- Incidences with property damage only
- Incidences with injuries
- Incidences with fatalities

Potential Safety Hazards

The proposed project must eliminate or minimize hazards to receive points.

- Roundabout or signal warrant with engineering study
- Sight Distance- *physical features that impair what driver sees*
  - Is visibility affected by horizontal, vertical or intersection alignment?
  - Skewed intersection
- Railroad Crossing- *must improve crossing to receive points*
- Control Access
  - Entire project on both sides
  - Portion of project (1/3 of length minimum)

Obstructions

Obstructions must be moved, protected, or eliminated by project. Evaluate permanence and magnitude of object. Examples of obstructions are power poles, mailboxes, and parked cars.

- Over 50% of project length
- 25 to 50% of project length
- Less than 25% of project length

Adjacent Terrain

Unrecoverable bank/slope.

Pedestrian Safety

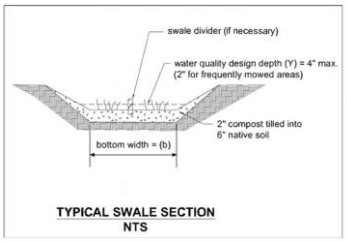
Reducing crossing distance, bulb-outs, RRFB's, etc.

Truck Route

- T1-T2
- T3-T5
- Delivery truck or bus route

Sustainability

Improves Project Quality through Sustainable Design	Modal Measures	Environmental Measures	Energy Measures	Pavements
• Adopted Complete Streets ordinance	• Appropriate sidewalk cross-sections • Bicycle facilities when appropriate	• Adopted Greenhouse Gas and Emissions Policy • Storm water controls • Hardscaping or native planting • Appropriate roadway cross-sections	• Construct roundabout	• In-place recycling • Appropriate treatment type • "No Cut" ordinance



Improves project quality through a sustainable design and requires adopted Complete Streets ordinance.

Modal Measures

- Appropriate sidewalk cross-section
- Bicycle facilities when included in an appropriate cross-section

Environmental Measures

- Adopted Greenhouse Gas Emissions policy
- LID or enhanced treatment storm water controls
- Hardscaping or native planting (no permanent irrigation)
- Appropriate roadway cross-section

Energy Measures

Construct a roundabout.

Pavement

- In-place recycling
- Appropriate treatment type
- "No Cut" ordinance

Constructability

- Funding
- Construction readiness
- Ease of implementation
- Likeliness for success

Provides a reasonable expectation of successful completion.

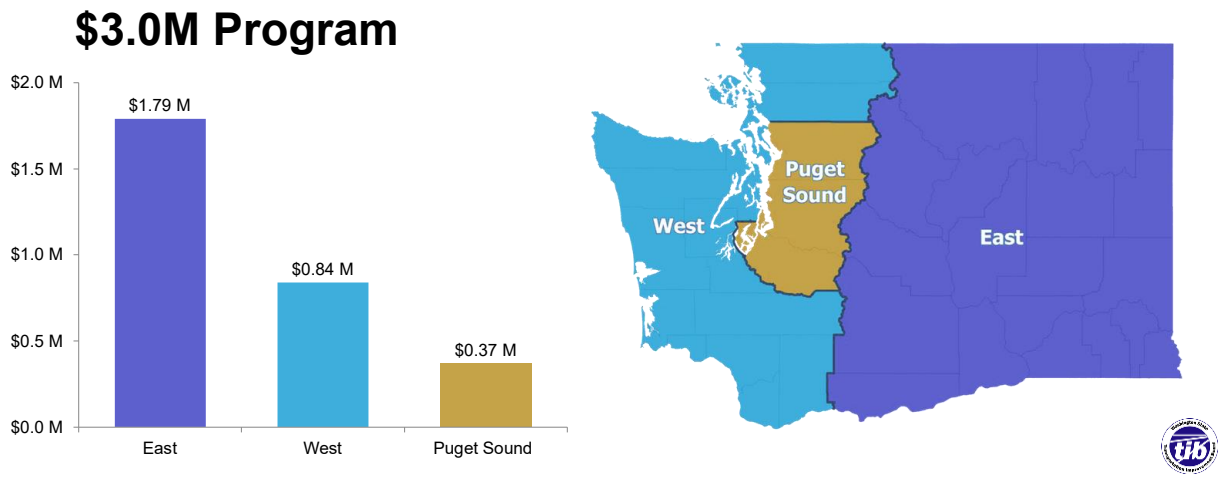
Full Funding

- Overmatch or construction ready
- Adopted TBD or locally dedicated transportation funding by ordinance
- Full funding in place

Construction Readiness and Ease of Implementation

- Plans, specifications, and estimate complete
- Permitting complete
- Cultural resources assessment complete
- Right-of-way either certified or not required at application
- No federal funding
- No railroad impact
- Utility upgrades not needed or already funded

ATP
Small City Active Transportation Program



ATP Funding

- Distributed among three regions – East, Puget Sound, and West.
- Percentages are based on small city populations that the Office of Financial Management updates annually.
- Typical funding ranges from **$150,000 to $500,000** per project. Contact your TIB engineer if the application is outside of the typical funding range.

A Complete Streets ordinance is not required for this program but encouraged.

ATP Goals

- Improve active transportation safety
- Create system continuity
- Link active transportation generators

Improve safety and enhance mobility for active transportation users by providing access, system continuity, and connectivity.

Projects provide facilities on or adjacent to agency-owned streets.

Projects should focus on a corridor within an activity center or between active transportation generators.

ATP Scope

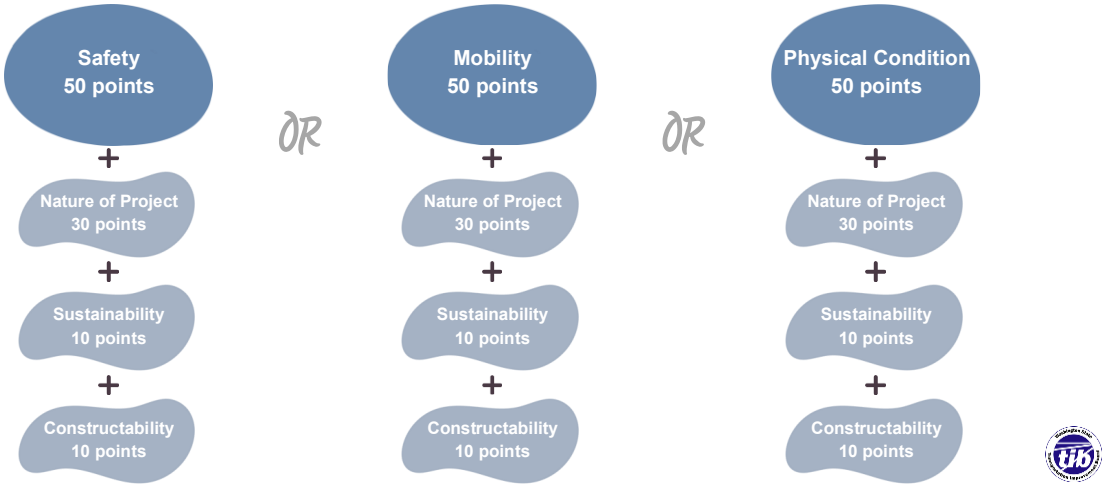
- Examples of eligible project types
- Multiple segments and types of work applications

Eligible project type examples (this is not an all-inclusive list):

- Sidewalk
- Shared-use path
- Bike facilities
- Mid-block crossings
- Rectangular Rapid Flashing Beacon (RRFB)
- Ramps
- Raised intersections

If applying for multiple segments, submit multiple applications. One application per segment/type of work.

ATP Banding



Each application is scored in all three of the following bands unless the agency chooses to opt out of the bands:

- Safety
- Mobility
- Physical Condition

All applications receive a score for:

- Nature of Project
- Constructability
- Sustainability

Band score is determined by the following equation:

Criteria band score + Nature of project score + Constructability score + Sustainability score = 100-point max

Points are only one of several considerations during application review.

Safety Band

- Documented crash involving pedestrian or cyclist
- Existing hazards

Documented crash involving pedestrian or cyclist:

- Bike/Ped crash with vehicle
- Bike/Ped crash non-vehicle

Existing Hazards (high/medium/low):

- Obstructions
- Sight distance
- Speed
- Volume (AADT)
- Exposure (number of users)

Mobility Band

Accesesibility	Community
• Transit access	• High-density housing
• Business access	• Identified community needs
• Accessibility to public facilities	

Accessibility to public facilities, such as:

- Schools
- Community Center
- City Hall
- Police/Fire Station
- Park

Physical Condition Band

- Width
- Obstructions
- Deep ditches
- Surface type
- Visibility
- Inadequate signage
- Condition
- Drainage issues

Notes

Nature of Project

- New sidewalk
- Existing facility
- New bicycle facility
- Pedestrian or bicycle crossing

Choose the one type which best fits your project.

New Sidewalk

- Number of ADA barriers removed
- Extends improvements
- Length of improvement
- Adds speed management
- Appropriate cross-section

Existing Facility

- Number of ADA barriers removed
- Length of improvement
- Restores network
- Adds speed management
- Appropriate cross-section

New Bicycle Facility (bike lanes or multi-use path)

- Number of ADA barriers removed
- Extends improvements
- Length of improvement
- Adds speed management
- Appropriate cross-section

Pedestrian or Bicycle Crossing

- Number of ADA barriers removed
- Increases visibility
- Shortens crossing distance
- Adds appropriate ped/bicycle treatments
- Adds speed management

Sustainability

- Adopted Greenhouse Gas Emissions Policy
- Adopted Complete Streets Ordinance
- Hardscaping or climate-appropriate plantings
- Low impact drainage practice

Low impact drainage practice: Use bio-swales, rain gardens, or other low impact drainage practices.

Constructability

- TBD or locally dedicated funding source
- Environmental complexity
- No federal funding or WSDOT involvement
- No utilities or previously relocated ulities
- Construction ready
- Local match

Notes

SCPP
Small City Preservation and Maintenance Program

$7.0M Program

*** Program does not consider state routes*

State routes are not eligible for Transportation Improvement Board's Small City Preservation and Maintenance Program (SCPP).

Notes

SCPP Scope and Project Types

Accepted Project Types

- Maintenance
- Seal Coat
- Overlay

Maintenance

Consider small works roster, county, or agency work.

- Citywide crack seal
- Pavement repair
- Fog seal
- Pre-level

Seal Coat (including chip seal, scrub seal, and Otta seal)

- Chip seal of existing surface
- Pavement repair
- Sweeping
- Striping (if needed)
- Minor drainage improvements

Overlay - Requires Previous Maintenance (crack seal)

- Overlay of existing surface
  - Limited to **two-inch depth-** if more than two inches are needed, apply as SCAP
- Pavement repair
- Striping
- Minor drainage improvements
- Requires ADA ramp upgrade to current standards

Maintenance Rating

- Explain the problem
- Explain the solution
- Who will do the construction work
- Explain why this project should be selected

Who is conducting the work: County, City, Small Works, Bid, etc.

Seal Coat Rating

- More quantity reduces the cost per mile
- Sidewalk maintenance is not eligible for seal coat projects
- ADA ramps are not required
- State routes are not eligible

Segment rating

- Pavement Condition Rating (PCR)
  - The PCR range is 40 to 80.
  - Consider scrub seal for low volume streets with significant alligator cracking.

Agency Rating

- Economy of scale
  - Target several segments for larger scale projects.
  - Documented response from provider required with application.
- Deliverability
  - Past performance of TIB projects.

Additional Notes

- Crack seal should be completed one year prior to the chip seal project.
- Otta seal and scrub seal do not require a prior crack seal.

Overlay Rating

- Logical project limits, keeping in mind that more segments reduce the cost per mile
- Is grinding warranted? Is there enough existing to grind? (The answer is usually, “no.”)
- ADA ramps must be upgraded if out of compliance
- State routes are not eligible

Overlay

Segment Rating

- Pavement condition rating (PCR)
  - PCR between 30 and 65
  - Less than 25% medium and high severity alligator cracking
  - Higher points for lower PCR and lower percent alligator cracking
  - Type of route
  - TIB arterial
  - Local Access
- Number of ADA ramps funded by TIB
  - None
  - 1-5
  - 6-9
  - 10+

Agency Rating

- Economy of scale
- Documented response from provider required with application.
- Deliverability
- Past performance of TIB projects.

CSP
Complete Streets Program

$30.0M Program
Statewide Program

To be eligible, you must have an adopted jurisdiction-wide Complete Streets ordinance.

Nearly 200 agencies now have an ordinance.

Some projects will be funded with Climate Commitment Act (CCA) funding.

Difference Between Complete Streets and Other Programs

	Complete Streets (CS)	Small City Arterial Program (SCAP)	Active Transportation (ATP)
Anticipated funding	$30,000,000	$12,000,000	$3,000,000
Funding distributed	Statewide (urban & small) that have an ordinance ~190 agencies	Regional	Regional
Type of project	Main street reconfiguration/transformation. Bicycle, pedestrian, access to transit, aesthetics	Arterial improvements for: • Physical Condition • Economic Vitality • Safety	Improve active transportation: sidewalks, shared use paths, bike facilities, mid-block crossings, speed feedback signs, RRFB's, ADA ramps, raised intersections, resin bonded stone treatment
Typical funding ranges	$25,000-$3 million	$300,000-$1 million	$150,000-$500,000
Director increase authority	Greater of 15% of project cost or $150,000	Greater of 15% of project cost or $125,000	Greater of 15% of project cost or $50,000
Delayed status after	2.5 years	2.5 years	2.5 years
Partially funded by Climate Commitment Act (CCA)	Yes	No	No
Requires complete streets ordinance	Yes	No	No

Notes

Other Project Considerations

Project Application Considerations

Reimbursement Information

Local Match Information

Notes

Project Application Considerations

- In agency's adopted six-year plan (SCAP and ATP)
- Application review
- Utilities- Do you have funding for them?
- Consistent with other plans
- Provide **realistic** schedules
- WSDOT concurrence
- Project billings
- Problem/Needs statement
- Project cost estimate. Is engineering cost reasonable?
- Delayed or at-risk projects

TIB Requirements for an Application to be Considered for Funding

- Project is included on the agency's adopted Transportation Improvement Program (not required for SCPP).
- Project is consistent with agency comprehensive and regional plans.
- Project is consistent with agency's adopted complete streets ordinance.

Problem/Needs Statement

Make sure the requested need corrects the stated problem.

Application Review

- Ensure the council agrees with project scope.
- If an agency withdraws or cancels a grant award and has spent TIB funds, the board may determine that agency is ineligible to apply for future applications for a determined number of grant award cycles per new WAC 479-06-095.
- Ensure application is reviewed thoroughly before submittal.
- An individual signing application must have the authority to indebt your agency.

Project Schedule

- Please provide a realistic project schedule. The TIB cash flow is dependent on the schedules provided. *If the project is not initiated within three months of the award, it may be considered non-responsive and considered for termination.*
- Project advertisement should be completed between October and May.
- A simple design schedule MUST be submitted with your application.
- If your project schedule changes, update your region engineer with justification.
- Promptly closeout projects.

Project Cost Estimate

- Project cost estimate indicates all components of work for the project.
- The estimate is reviewed and signed by an engineer licensed in the state of Washington.

Utilities

Utility work shall be fully funded and preferably built before the TIB project. Consider ordering materials or constructing prior to TIB project.

WSDOT Concurrence

- Required for projects located on or that abut a state highway.
- Written WSDOT concurrence of project concept required with application submittal.

ADA Features Survey

ADA features survey is an eligible cost but is considered Construction Engineering.

Delayed/At-Risk (WAC 479-05-211)
Understand the delay and at-risk consequences for your project.

Projects are considered delayed when one of the following occurs:

- Projects awarded funding as "construction ready" will be considered delayed if construction does not begin within one year of funding becoming available.
- All other small city programs must reach the construction phase within two years and six months.
- **If the project schedule submitted in the application is not maintained, the project will be considered behind schedule and may have consequences.**

The award date or date funding is made available to the local agency by TIB, whichever is earlier, is the starting point in calculating the delay date.

Please make sure to provide realistic schedules and keep your region engineer updated on any delays or changes in the original schedule submitted.

Project Billings

- TIB expects project progress to begin soon after project selection.
- Projects should bill regularly:
    - Quarterly during Design
    - Monthly during Construction

Reimbursement Information

Transportation Improvement Board does not reimburse for the following:

- Costs exceeding WAC limitation
- New utility or utility upgrades
- Excess property
- Fiber or paving fabric in HMA
- Work outside of limits or scope of project

Engineering costs exceeding the limitations set in WAC 479-05-170:

- Design and construction engineering cannot exceed 30% of the eligible construction contract.
- Construction-only projects are limited to 20% of the eligible construction contract.

Landscaping cost is above the limitation set in WAC 479-05-130.

Limited to 5% of the total eligible construction contract (with some exceptions).

Right-of-way in excess of what is needed to construct the project (SCPP/ATP- right-of-way not eligible).

Work outside of the project limits or approved scope.

New utilities or utility upgrades.

Fiber and paving fabric are not TIB eligible. If you use fiber or paving fabric, place it as a separate bid item.

Local Match Requirements

Required minimum local match:

City/Town Assessed Valuation	Local Match
Under $100 Million	0 Percent
$100 Million to $500 Million	5 Percent
Over $500 Million	10 Percent

SCAP/ATP

- Local match includes contributions from the lead agency, other agencies, federal and/or private sources.
- Local match requirement for your agency is shown when you select your agency name from the dropdown on the application form.
- Non-eligible cost is not considered part of your local match.

SCPP

SCPP cannot be combined with a federally funded project.

Other Funding Opportunities

- *Small City Federal Match Program*
- *Out-of-call (emergency, previous unknown county options)*

TIB funds the required local match for fully funded federal transportation projects. Apply during the regular application cycle under the Small City Arterial Program (SCAP).

To be considered as a Federal Match project, your project must meet all the following threshold requirements:

- Federal funding is 86.5% of the federal-eligible project cost.
- TIB funding is limited to 13.5% of federal-eligible project cost.
- Project must be listed in the Statewide Transportation Improvement Program (STIP), showing construction funding.
- The maximum TIB request for the Federal Match Program is **$125,000.**
- **The city is responsible for any cost that is not federal-eligible.**
- If the project receives an increase in federal funding, a TIB funding increase is **not** automatic.

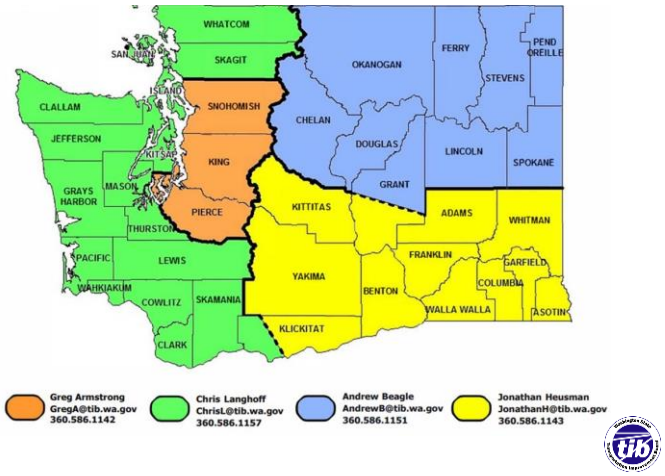
Project must meet the following eligibility requirements for Small City Arterial Program (SCAP):

- Complete a SCAP application indicating Federal Match project.
- Include the page from the Statewide Transportation Improvement Program (STIP) showing the project construction funding.

If your federally funded application does not meet all requirements for the Federal Match Program, you can apply under the Small City Arterial Program.

Open Discussion

Region Engineer Information



APPENDIX

Transportation Improvement Board

Project Cost Classifications

PROJECT COSTS ARE ELIGIBLE ONLY AFTER PROPER TIB PHASE APPROVAL

Design Phase

Design phase costs are those incurred after TIB approval of design phase.

DESIGN ENGINEERING

- Development of plans, specifications, and cost estimate
- Geotechnical services
- Environmental/Permitting costs
- Advertisement for consulting services and/or contract
- Project-specific supplies, equipment, or services
- Cultural resource assessment (if required)
- Value engineering study (if required)
- Other project-related study when justified

RIGHT-OF-WAY

- Preparation of right-of-way plans
- Appraisal costs
- Parcel acquisition costs
- Legal and administrative fees associated with acquisition

Construction Phase

Construction phase costs are those incurred after award of the contract through contract completion

CONSTRUCTION ENGINEERING

- Construction management
- Construction inspection (including WSDOT inspection)
- Construction surveying
- Materials testing

CONSTRUCTION OTHER

- Local agency work completed outside the primary contract but part of approved scope
- Procurement of equipment/materials outside of the primary contract but part of approved scope

CONTRACT AMOUNT

- Work conducted by all contractors as part of the approved scope
- Eligible change order costs

ENGINEERING COSTS INCLUDE:

All consultant costs, WSDOT reviews/inspection, local agency management, materials testing, construction surveying, engineering and project management related work and supplies.

TIB PROJECT GUIDANCE

TIB Matching Ratio	$= \frac{\text{Total TIB Funds}}{\text{Eligible Project Cost}}$ • This ratio is set at project selection • Usually does not change during project life
TIB Reimbursement Ratio	$= \frac{\text{Total TIB Funds}}{\text{Total Project Cost}}$ • This ratio is different than the TIB Matching Ratio if the project has non-eligible cost • Changes during the life of the project as the non-eligible cost increases or decreases
Engineering Costs	Design & Construction Phase Projects • Engineering costs more than 30 percent of the Contract costs are typically not eligible for TIB participation. "Good bids" is not justification for more than 30% Construction Phase Only Projects • Engineering costs more than 20 percent of the eligible Contract costs are typically not eligible for TIB participation
Minor Changes	• Costs are considered non-eligible until Contract Completion • At Contract Completion, TIB reviews costs to determine if eligible
Landscaping	• Landscaping costs that exceed five percent of the eligible Contract cost are not eligible for TIB participation
Right-of-Way Acquisition	UAP/ SCAP/ CS • Only right-of-way necessary for construction of the project is eligible for TIB participation • Right of way costs are not eligible under the Active Transportation and preservation programs
Sidewalk Requirements	• Hard surfaced facility with a minimum width of five feet with no obstructions • Sidewalk is physically separated from the travel lanes with curb, ditch, or swale
Change Orders	• TIB may not participate in the cost of Change Orders. Contact your Region Engineer to determine eligibility prior to approving Change Orders.
Executive Order 21-02	• Department of Archaeology & Historic Preservation (DAHP) determines if a project requires a Cultural Resource Assessment (CRA) • Project CRA concurrence letter from DAHP is required prior to advertising the project • Tribal notification/consult. is required for all projects prior to advertisement
Consultant Agreement	Small Cities Only • Use the TIB Consultant Agreement and TIB Consultant Agreement Supplement forms • Must be reviewed by TIB Project Engineer before execution • For projects with Federal funding, use the Local Agency Guidelines (LAG) Consultant Agreement Supplement forms