

# 2015 Federal Transportation Improvement Program (FTIP) Checklist for Caltrans FTIP Coordinator

## I. Timeline:

Ensure each Metropolitan Planning Organization (MPO) submits the following items to Caltrans:

- The *Draft* 2015 FTIP at the start of the FTIP public review period but not later than **September 2, 2014**.
- Three copies of the *Final* 2015 FTIP, along with any amendments and administrative modifications to the 2015 FTIP by **October 1, 2014**.
- Weblink to the Final 2015 FTIP and amendments by **October 1, 2014**.

## II. FTIP Package Submittal:

Verify the FTIP package includes the following:

- Project Listings
  - Projects that are Transportation Control Measures (TCMs) are identified
- Detailed listings for highway and transit grouped projects (back-up listings)
- Signed board resolution that addresses the following:
  - Consistency with the metropolitan transportation planning regulations per Title 23 Code of Federal Regulations Part 450
  - Consistency with the Regional Transportation Plan (RTP) \_\_\_\_ (e.g. 2030)
  - Financial constraint – the enclosed financial summary affirms availability of funding
  - Meets Air Quality Conformity
  - Does not interfere with the timely implementation of the TCMs contained in the State Implementation Plan (SIP)
  - Completion of the public participation process in accordance with the MPO's Public Participation Plan (PPP)
- Project listings included in the Final 2015 FTIP are available in the California Transportation Improvement Program System (CTIPS)
- Financial Summary
  - Includes financial information covering the first four years of the FTIP
  - Excel file submitted electronically (Template is posted at <http://www.dot.ca.gov/hq/transprog/oftmp.htm>)
- Air quality conformity analysis and determination
- PPP/Interagency Consultation
- Expedited Project Selection Procedures (EPSP) documentation
  - Includes the following statement: *"Projects from the first four years of the 2015 FTIP have been selected using the approved project selection procedures."*
- Three copies of the Final 2015 FTIP mailed to:

California Department of Transportation  
Office of Federal Transportation Management Program, MS 82  
P.O. Box 942874  
Sacramento, CA 94274-0001  
Attention: Muhaned Aljabiry