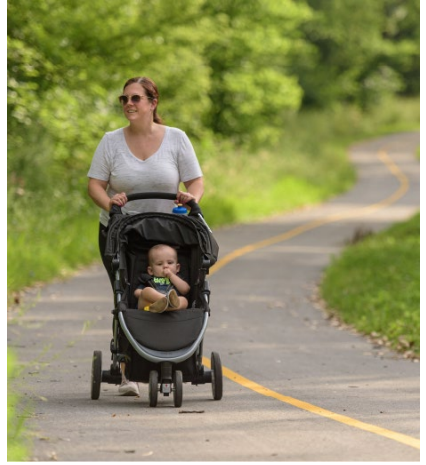
Chicago Metropolitan Agency for Planning

CMAQ, CRP, TAP-L, & STP Shared Fund Call for Projects

Completing your eTIP application

Recorded January 2023

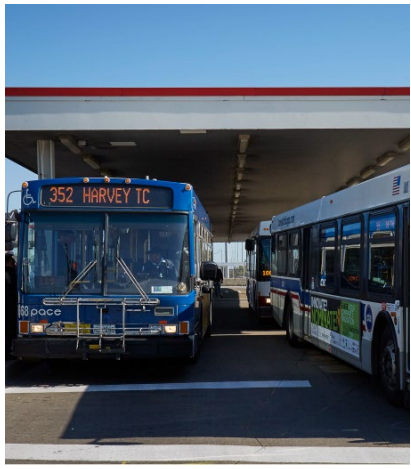


















Training overview

Accessing the Call for Projects in eTIP

Starting a new application vs. continuing an “In Progress” application

Completing the eTIP application form

Overview, cont’d

Mapping and attaching documents

Submitting for TIP programmer review

Chicago Metropolitan Agency for Planning

Accessing the Call for Projects in eTIP



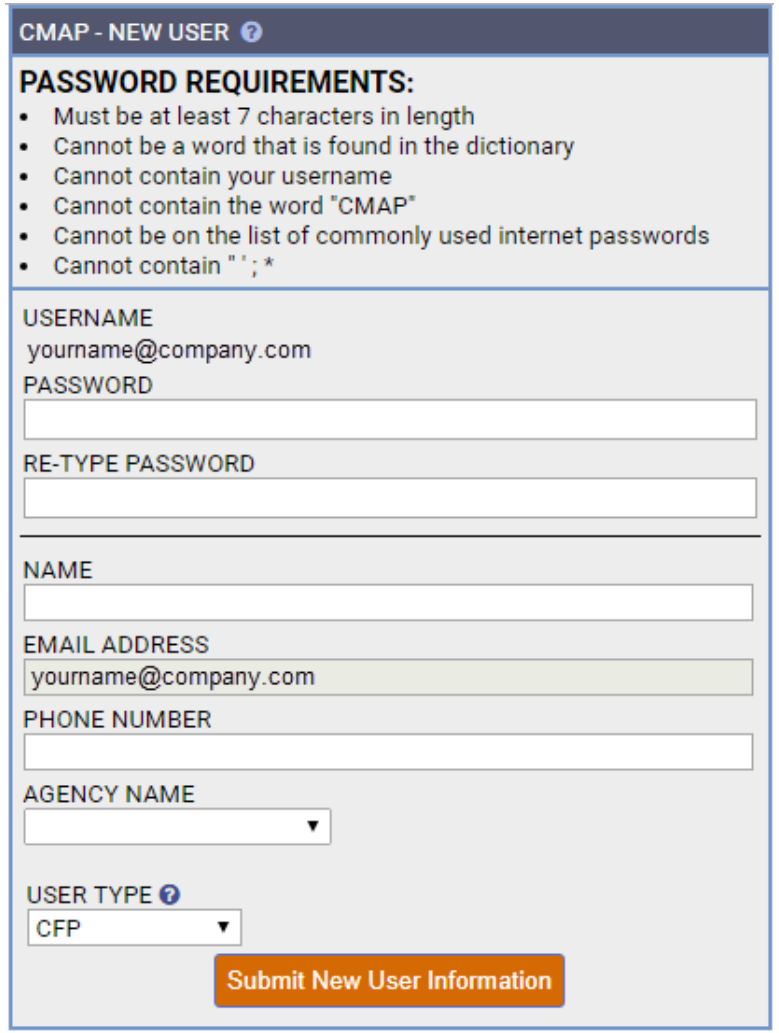
https://etip.cmap.illinois.gov/secure



Local sponsors: select your council as the Agency Name

Completing applications for multiple sponsors?
Select “Not Available/Other” as the Agency Name – email CMAP staff

All sponsors: select CFP as the User Type



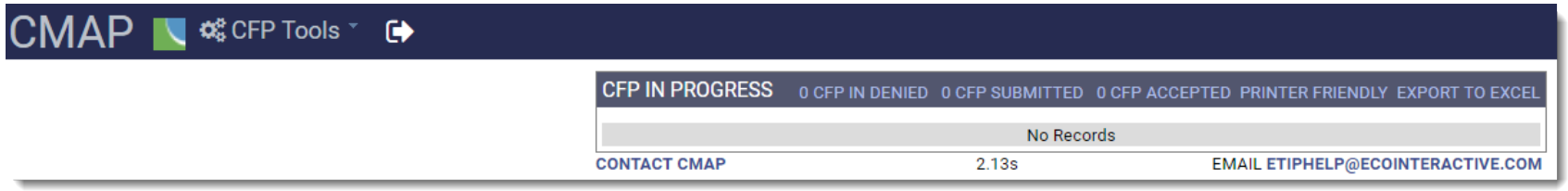
Chicago Metropolitan Agency for Planning

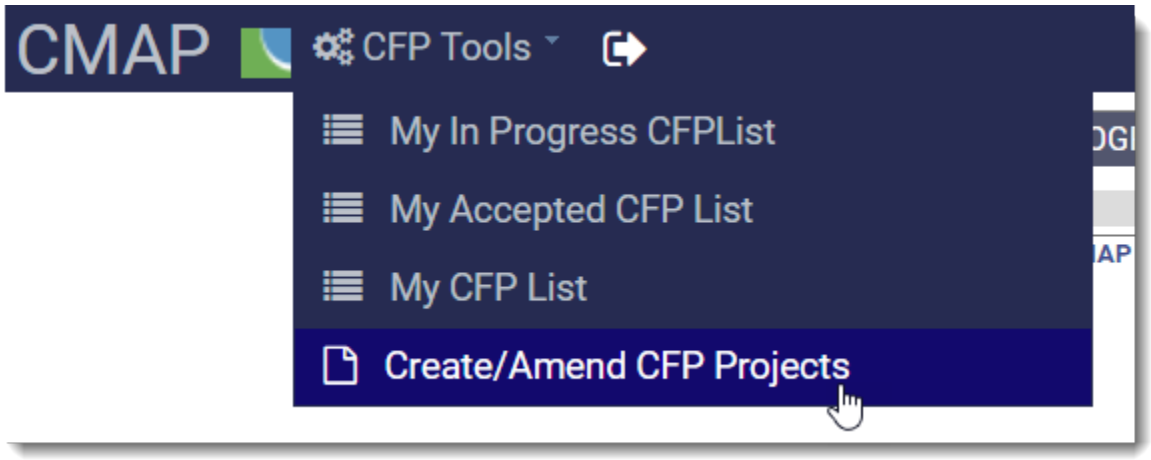
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Starting a new project or finding an “In Progress” project



New Projects

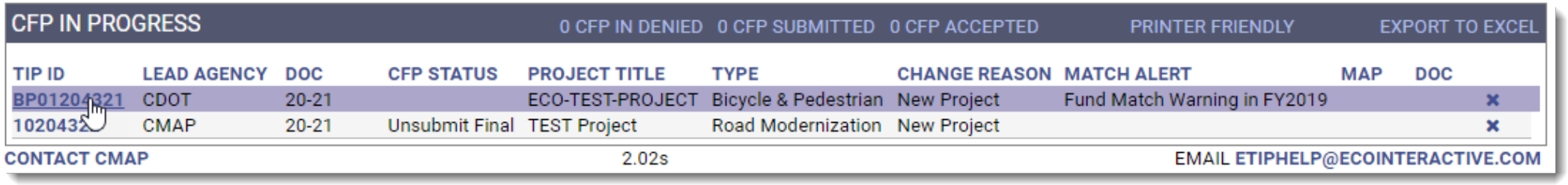






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In Progress Projects

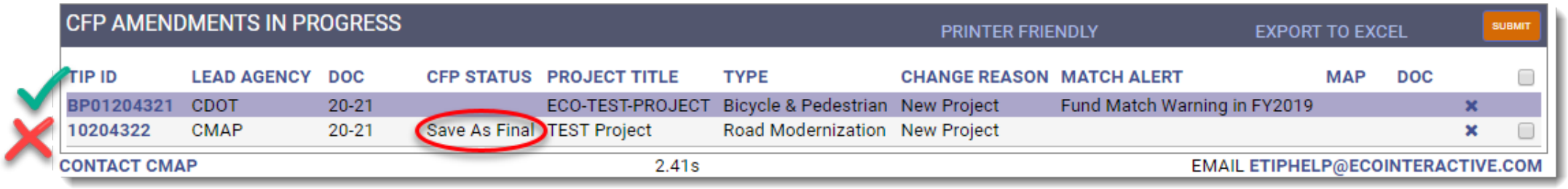


CFP IN PROGRESS — 0 CFP IN DENIED | 0 CFP SUBMITTED | 0 CFP ACCEPTED | PRINTER FRIENDLY | EXPORT TO EXCEL

TIP ID	LEAD AGENCY	DOC	CFP STATUS	PROJECT TITLE	TYPE	CHANGE REASON	MATCH ALERT	MAP	DOC	
BP01204321	CDOT	20-21		ECO-TEST-PROJECT	Bicycle & Pedestrian	New Project	Fund Match Warning in FY2019			✖
1020432	CMAP	20-21	Unsubmit Final	TEST Project	Road Modernization	New Project				✖

CONTACT CMAP — 2.02s — EMAIL ETIPHELP@ECOINTERACTIVE.COM

Click ID to open project



CFP AMENDMENTS IN PROGRESS — PRINTER FRIENDLY | EXPORT TO EXCEL | SUBMIT

TIP ID	LEAD AGENCY	DOC	CFP STATUS	PROJECT TITLE	TYPE	CHANGE REASON	MATCH ALERT	MAP	DOC	
BP01204321	CDOT	20-21		ECO-TEST-PROJECT	Bicycle & Pedestrian	New Project	Fund Match Warning in FY2019		✖	
10204322	CMAP	20-21	Save As Final	TEST Project	Road Modernization	New Project			✖	

CONTACT CMAP — 2.41s — EMAIL ETIPHELP@ECOINTERACTIVE.COM

Cannot change project if status is “Save As Final” – contact your PL/TIP programmer to unlock

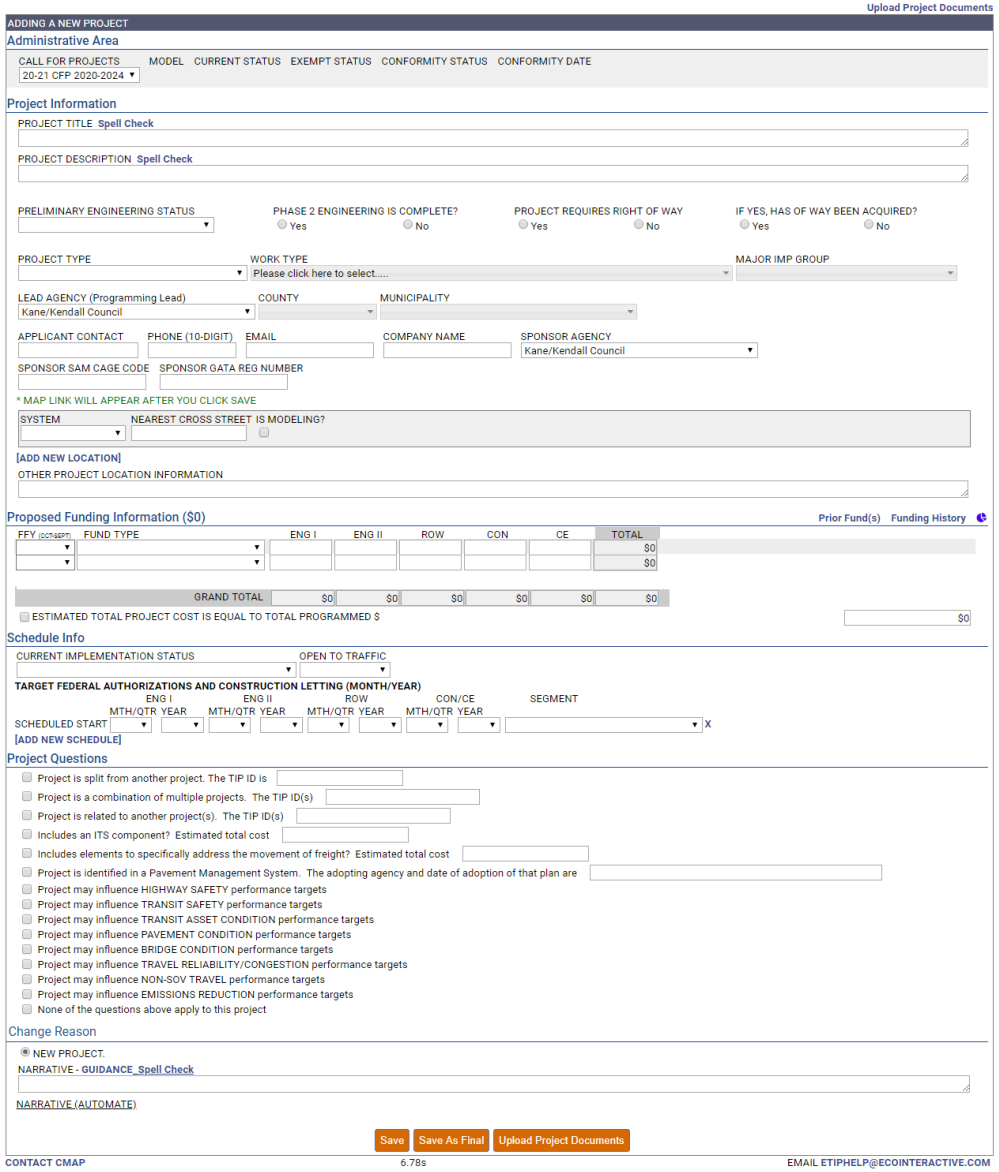
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Completing the eTIP application form



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Upload Project Documents

ADDING A NEW PROJECT

Administrative Area

CALL FOR PROJECTS: 20-21 CFP 2020-2024 | MODEL | CURRENT STATUS | EXEMPT STATUS | CONFORMITY STATUS | CONFORMITY DATE

Project Information

PROJECT TITLE Spell Check

PROJECT DESCRIPTION Spell Check

PRELIMINARY ENGINEERING STATUS

PHASE 2 ENGINEERING IS COMPLETE? Yes No

PROJECT REQUIRES RIGHT OF WAY Yes No

IF YES, HAS OF WAY BEEN ACQUIRED? Yes No

PROJECT TYPE | WORK TYPE: Please click here to select..... | MAJOR IMP GROUP

LEAD AGENCY (Programming Lead): Kane/Kendall Council | COUNTY | MUNICIPALITY

APPLICANT CONTACT | PHONE (10-DIGIT) | EMAIL | COMPANY NAME | SPONSOR AGENCY: Kane/Kendall Council

SPONSOR SAM CAGE CODE | SPONSOR GATA REG NUMBER

* MAP LINK WILL APPEAR AFTER YOU CLICK SAVE

SYSTEM | NEAREST CROSS STREET | IS MODELING?

[ADD NEW LOCATION]

OTHER PROJECT LOCATION INFORMATION

Proposed Funding Information ($0)

Prior Fund(s) Funding History

FFY (OCT-SEPT)	FUND TYPE	ENG I	ENG II	ROW	CON	CE	TOTAL
							$0
							$0
GRAND TOTAL		$0	$0	$0	$0	$0	$0

ESTIMATED TOTAL PROJECT COST IS EQUAL TO TOTAL PROGRAMMED $ $0

Schedule Info

CURRENT IMPLEMENTATION STATUS | OPEN TO TRAFFIC

TARGET FEDERAL AUTHORIZATIONS AND CONSTRUCTION LETTING (MONTH/YEAR)

	ENG I		ENG II		ROW		CON/CE		SEGMENT
	MTH/QTR	YEAR	MTH/QTR	YEAR	MTH/QTR	YEAR	MTH/QTR	YEAR	
SCHEDULED START									X

[ADD NEW SCHEDULE]

Project Questions

- Project is split from another project. The TIP ID is
- Project is a combination of multiple projects. The TIP ID(s)
- Project is related to another project(s). The TIP ID(s)
- Includes an ITS component? Estimated total cost
- Includes elements to specifically address the movement of freight? Estimated total cost
- Project is identified in a Pavement Management System. The adopting agency and date of adoption of that plan are
- Project may influence HIGHWAY SAFETY performance targets
- Project may influence TRANSIT SAFETY performance targets
- Project may influence TRANSIT ASSET CONDITION performance targets
- Project may influence PAVEMENT CONDITION performance targets
- Project may influence BRIDGE CONDITION performance targets
- Project may influence TRAVEL RELIABILITY/CONGESTION performance targets
- Project may influence NON-SOV TRAVEL performance targets
- Project may influence EMISSIONS REDUCTION performance targets
- None of the questions above apply to this project

Change Reason

NEW PROJECT.

NARRATIVE - GUIDANCE Spell Check

NARRATIVE (AUTOMATE)

Save | Save As Final | Upload Project Documents

CONTACT CMAP 6.78s EMAIL ETIPHELP@ECOINTERACTIVE.COM

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Project Information



Project Information

Project Information

PROJECT TITLE **Spell Check**

PROJECT DESCRIPTION **Spell Check**

PRELIMINARY ENGINEERING STATUS

PHASE 2 ENGINEERING IS COMPLETE? ○ Yes ○ No

PROJECT REQUIRES RIGHT OF WAY ○ Yes ○ No

IF YES, HAS OF WAY BEEN ACQUIRED? ○ Yes ○ No

PROJECT TYPE

WORK TYPE Please click here to select.....

MAJOR IMP GROUP

LEAD AGENCY (Programming Lead) Kane/Kendall Council

COUNTY

MUNICIPALITY

APPLICANT CONTACT | PHONE (10-DIGIT) | EMAIL | COMPANY NAME | SPONSOR AGENCY Kane/Kendall Council

SPONSOR SAM CAGE CODE | SPONSOR GATA REG NUMBER

* MAP LINK WILL APPEAR AFTER YOU CLICK SAVE

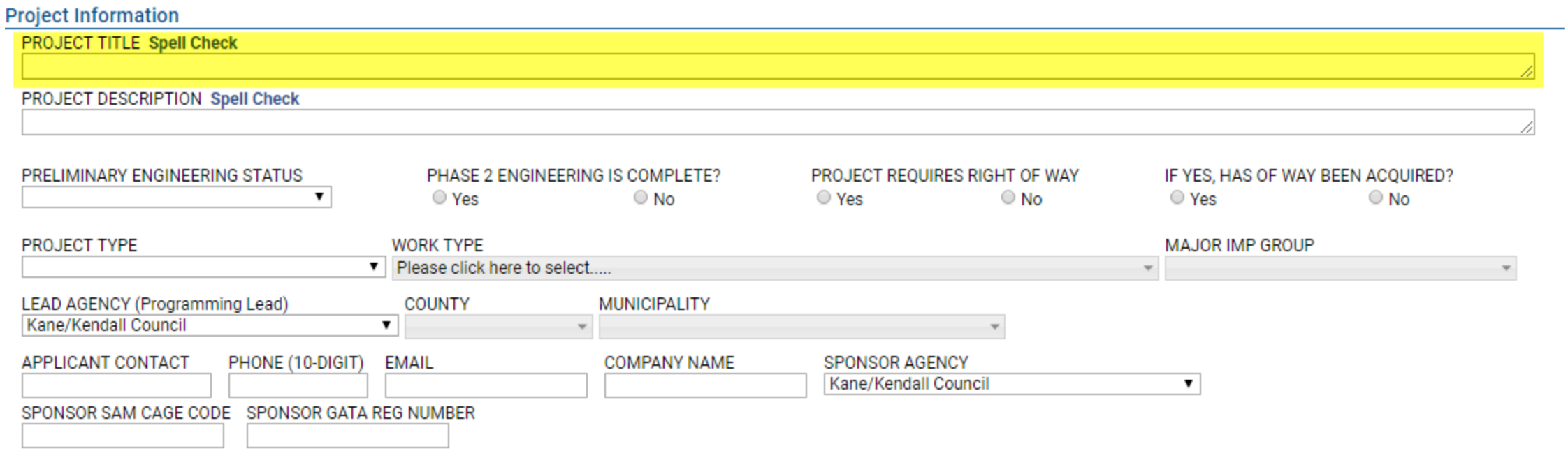
SYSTEM | NEAREST CROSS STREET | IS MODELING? ☐

[ADD NEW LOCATION]

OTHER PROJECT LOCATION INFORMATION

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Project Title



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Project Title

DO…

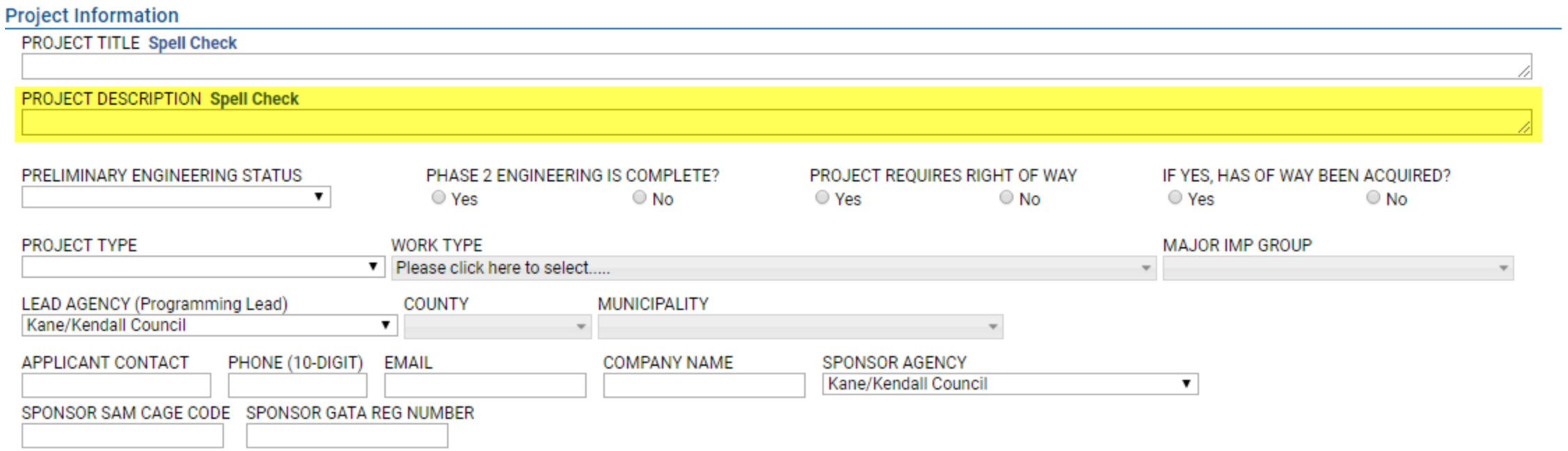
Use a public-friendly title

Include the facility name and limits (that will match IDOT paperwork, including plan sets and agreements, and FTA grants)

DON’T…

Use a “branded” name

Project Description



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Project Description

DO…

Be BRIEF – less than 500 characters (you can include a longer description in the Application Workbook or as an attachment)

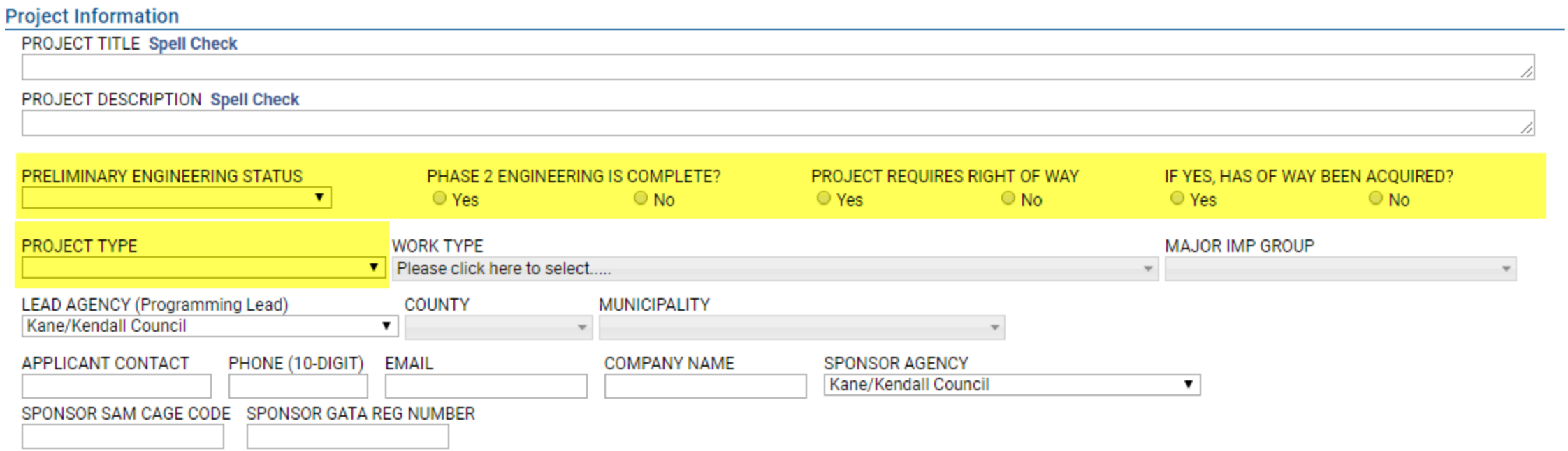
Include general scope, such as “resurfacing and sidewalks”

DON’T…

Repeat the project title

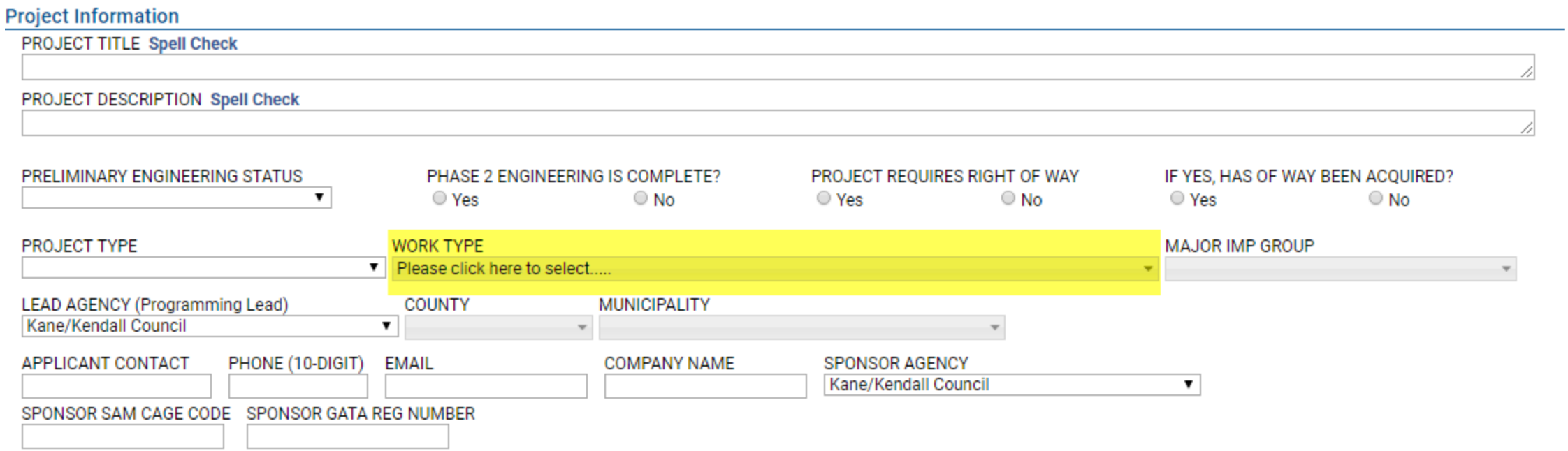
Include extra words like “This project includes…”

Engineering, ROW and Project Type



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Work Type



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Work Type

DO…

Select *every* work type that is a part of the project scope

Be aware of the exempt status of the work type(s) you are selecting

DON’T…

Select work types that are inappropriate for the project mode/type

Avoid selecting Not Exempt work types just to avoid conformity

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Work Type

Common Errors

Selecting a work type that is not appropriate for the type (highway vs. transit) of project

“Add lanes” vs. “Widen”

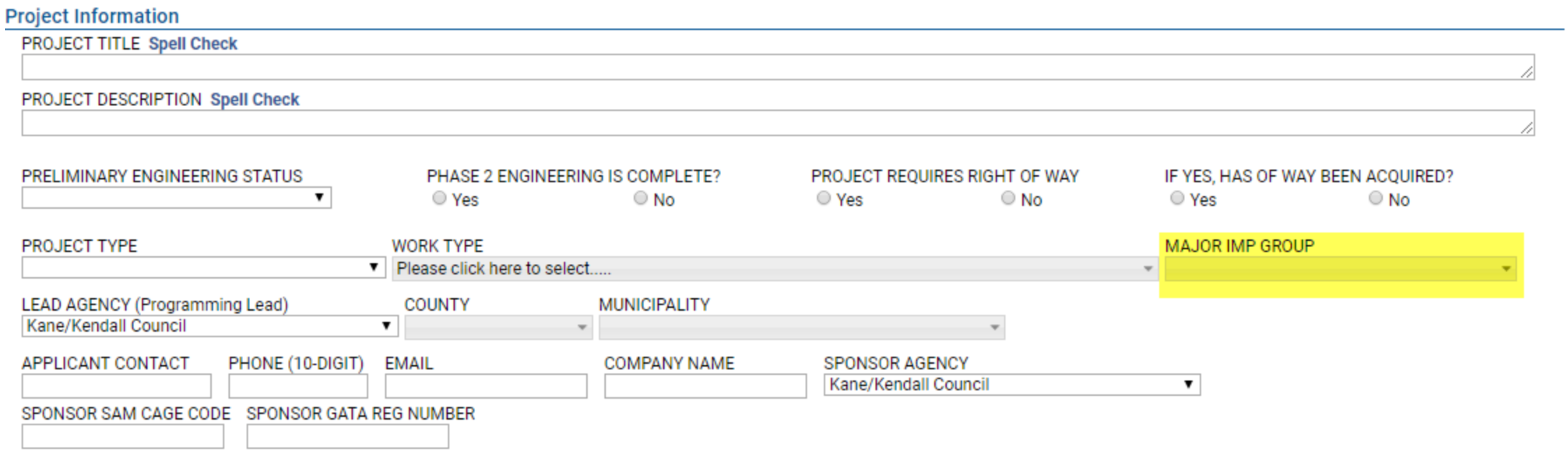
Help

Bike/Ped: Start with E-
Bridge: Start with B-
Highway: Start with A- H-, I-, S-
Transit: Start with C-, D-, F-, J- M-, O-, P-, R-, T-, U-, V-, X-

See guidance document linked in eTIP User Guide

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Major Imp Group



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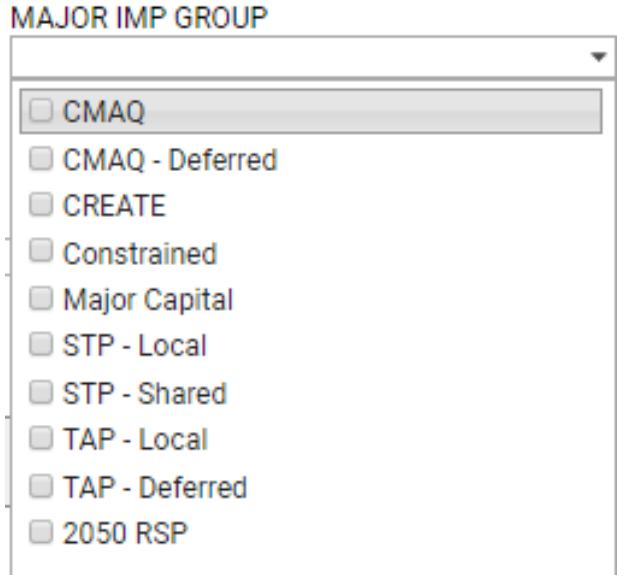
Major Imp Group

DO…

Select CMAQ, STP – Shared, and/or TAP – Local to indicate *all* sources you'd like the project to be considered for

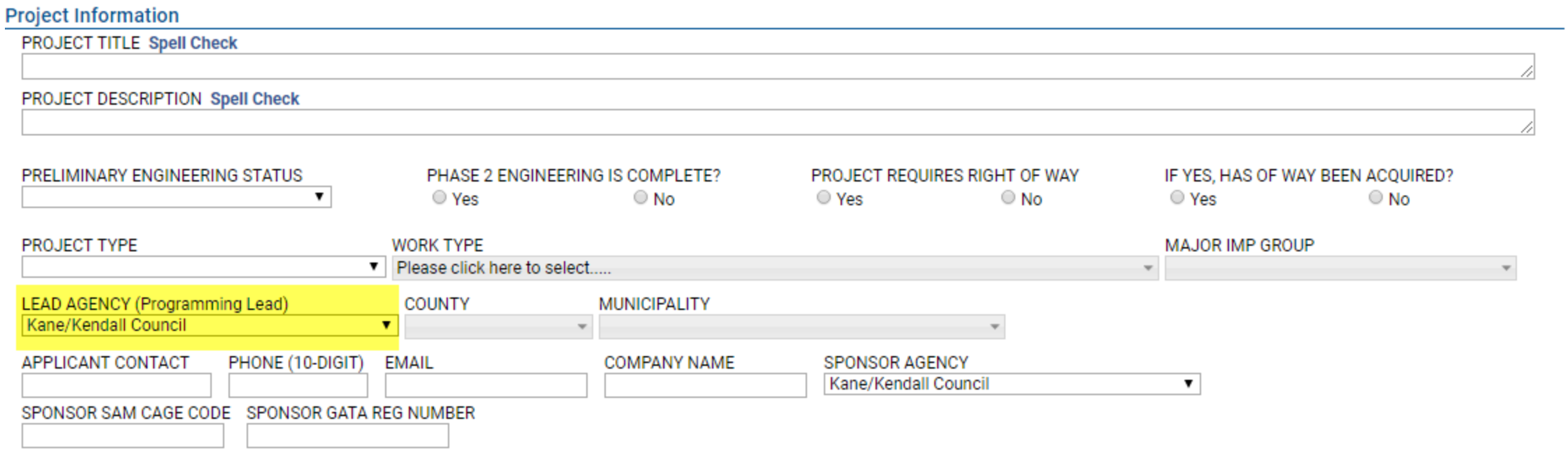
DON'T…

Select any other values



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Lead Agency



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Lead Agency

DO…

Select the agency that will be responsible for making TIP changes for the project

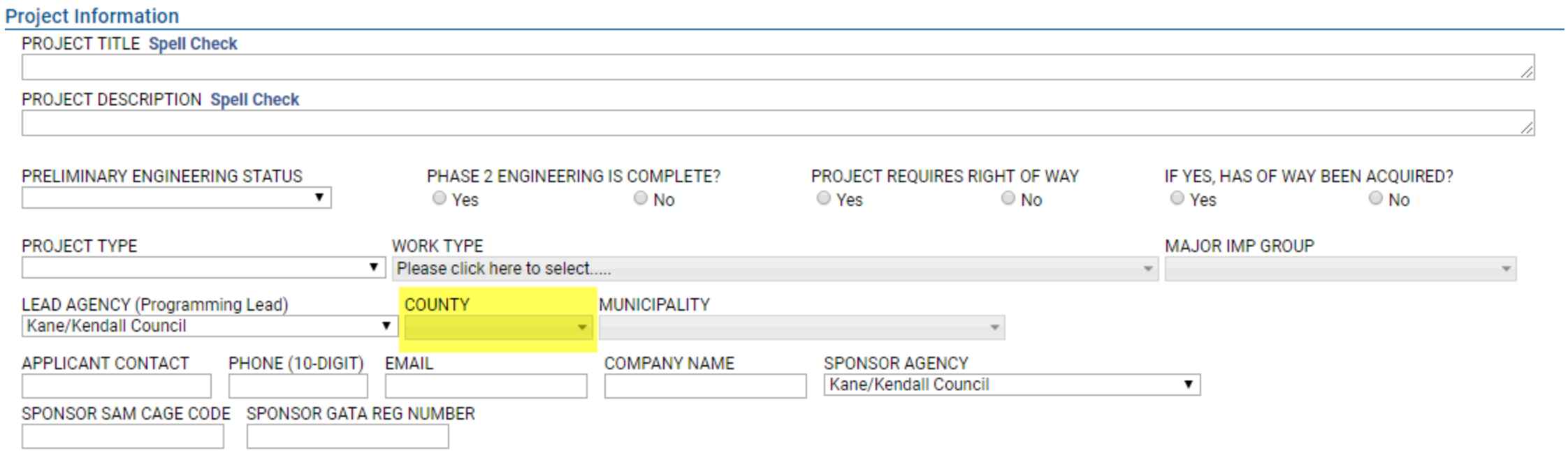
DON’T…

Select any other values

If you realize after saving the project for the first time that you made the wrong selection, you will have to start your application again as a new project!

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County



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County

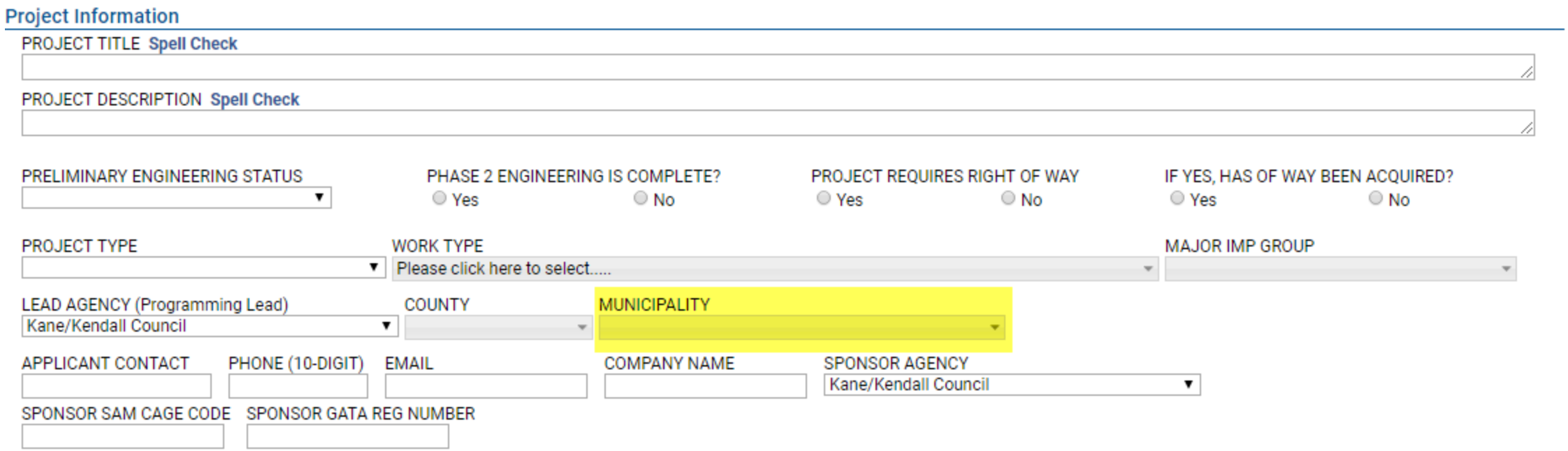
DO…

Select all counties in which the project is located

DON’T…

Select “Regionwide” unless the project is not location specific

Municipality



Chicago Metropolitan Agency for Planning

Municipality

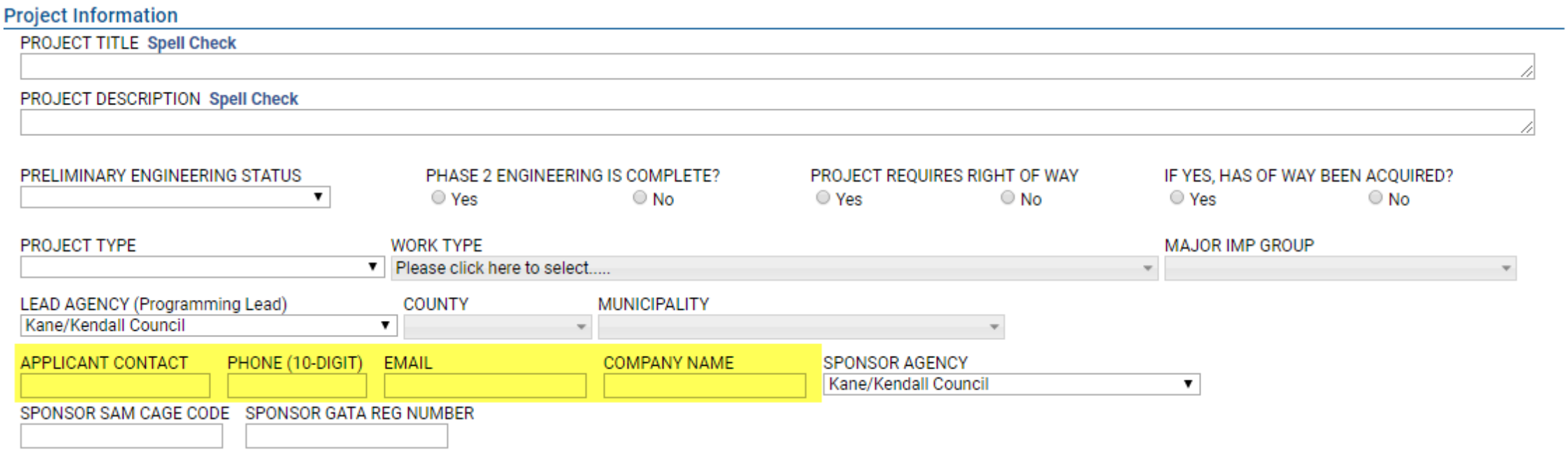
DO…

Select all applicable choices

DON’T…

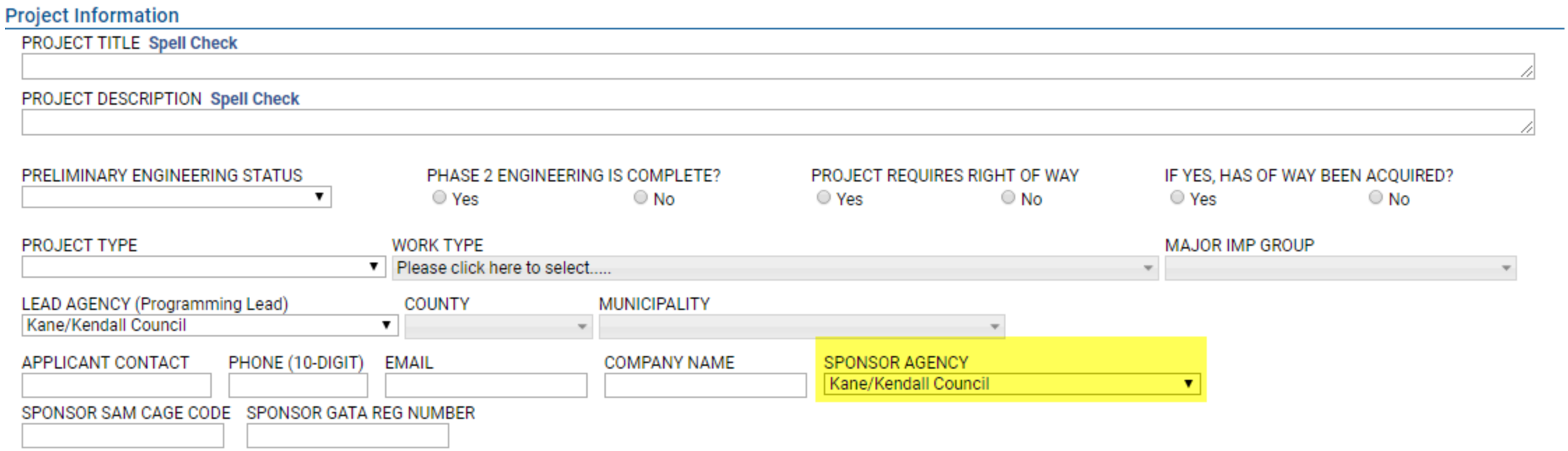
Select “regionwide” or “countywide” unless the project is not location specific

Applicant Contact



Chicago Metropolitan Agency for Planning

Sponsor Agency



Chicago Metropolitan Agency for Planning

Sponsor Agency

DO…

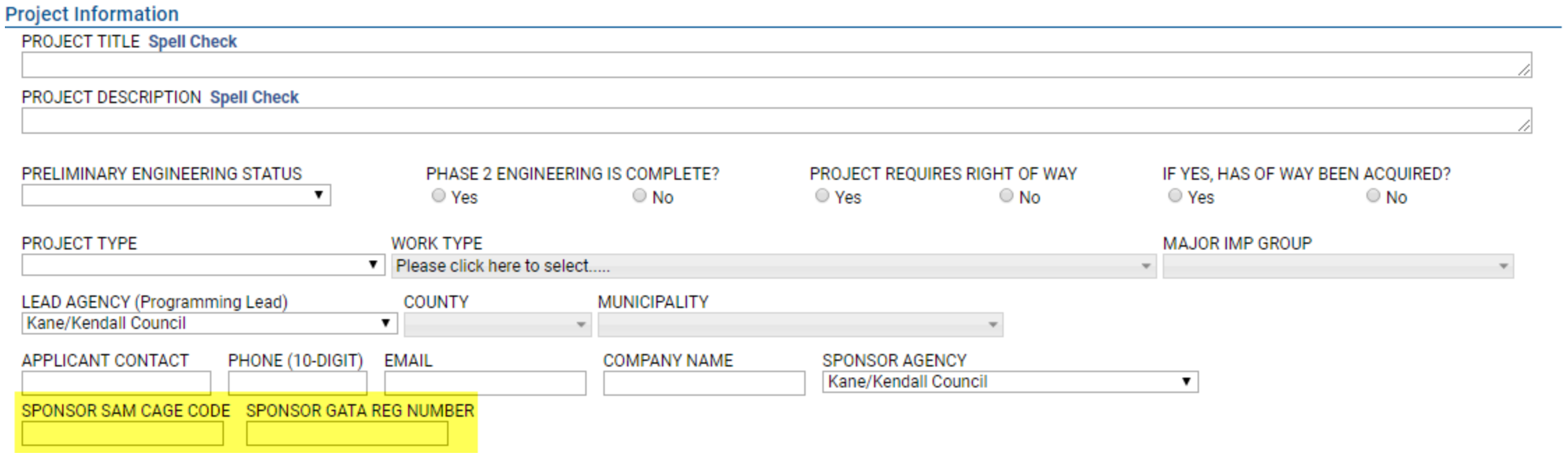
For joint applications from multiple sponsors: select the agency that will sign the IDOT or FTA paperwork

Provide additional partner information in the application workbook and/or attachments

DON’T…

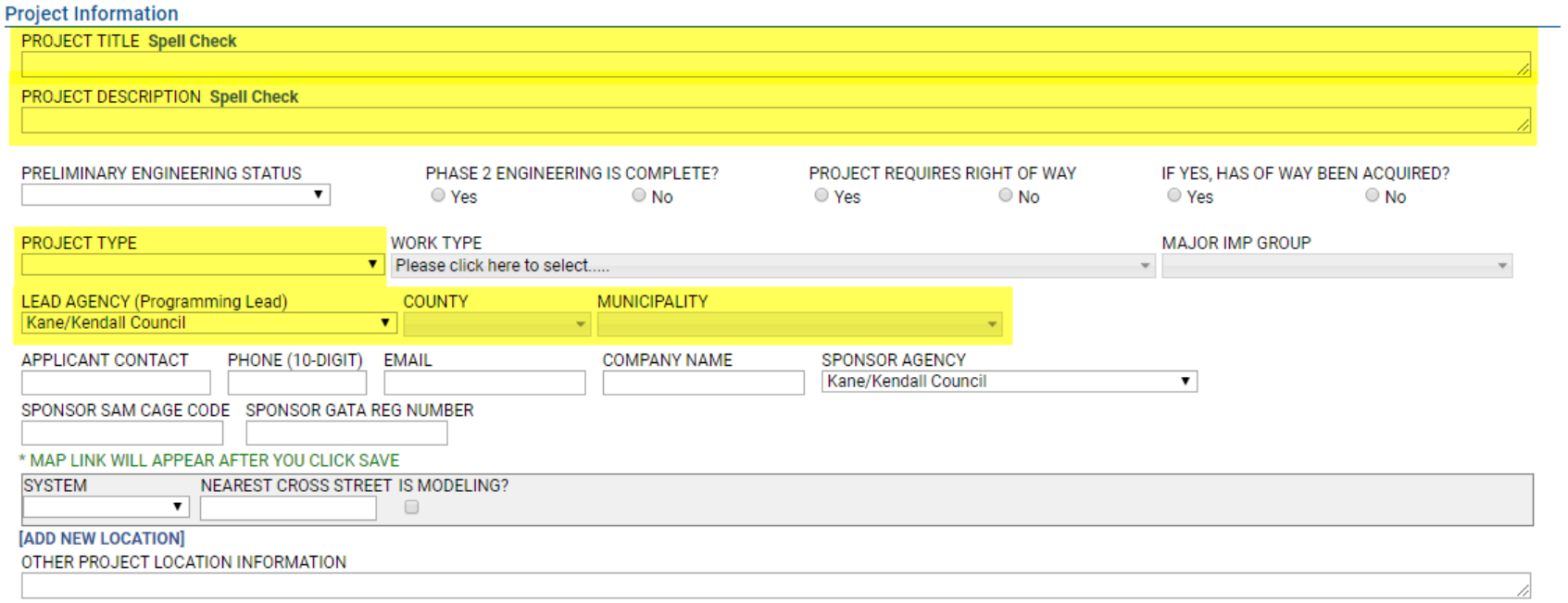
Select the subregional council as the sponsor

GATA



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Now is a good time to save!



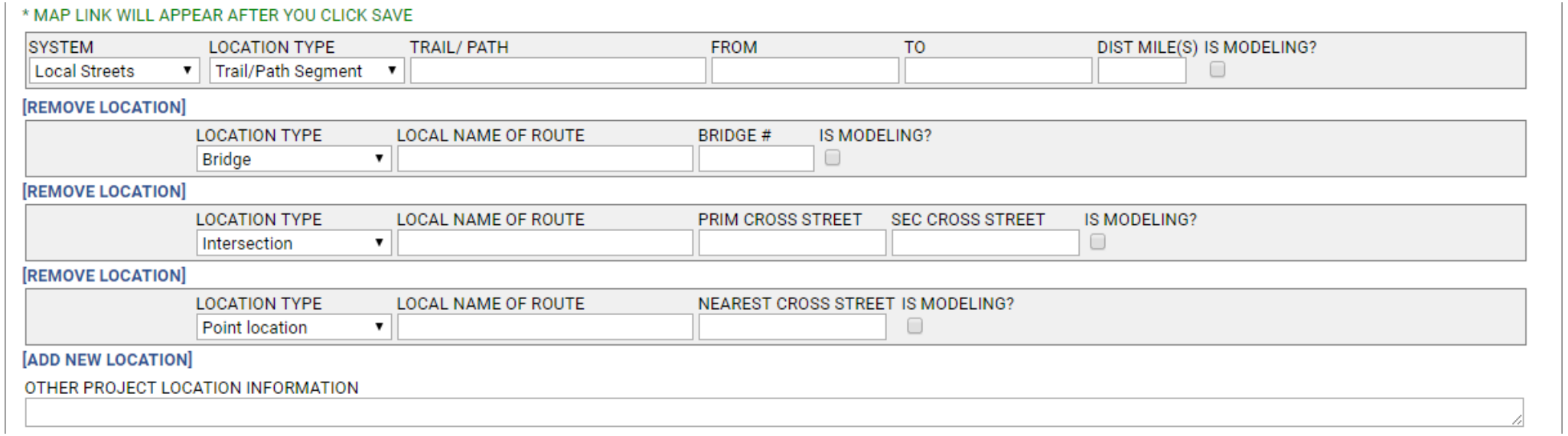
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Location Information



Location Information





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Multiple locations

Projects will contain multiple location entries if:

- Construction will be staged
- Different work will be done in different places
- Different fund sources are used for specific scope elements
- Different model characteristics exist within the project limits (Not exempt or exempt tested projects only)

Location(s)

DO…

Include a separate line for each distinct location

- non-continuous segments
- individual intersections
- individual bridges
- transit stops/stations

DON’T…

Include individual intersections within roadway segments if the work being done is the same at all intersections, unless the overall project is “intersection improvements”

Location(s), cont'd

DO…

Split continuous segments if construction is proposed to be staged or if different funds sources will be used for distinct segments

DON'T…

Location(s), cont'd

DO…

Check the "Is Modeling" box for locations where the # or width of through lanes will change, where traffic signals will be added or interconnected, or if there will be new spaces or a different # of commuter parking spaces as a result of the project

DON'T…

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Funding Request



Proposed Funding Information

Proposed Funding Information ($0)

Prior Fund(s) | Funding History

FFY (OCT-SEPT)	FUND TYPE	ENG I	ENG II	ROW	CON	CE	TOTAL
2019	Local Funds	$100,000					$100,000
2020	Requested Federal		$80,000				$80,000
2020	Local Funds		$20,000				$20,000
2021	Requested Federal			$160,000			$160,000
2021	Local Funds			$40,000			$40,000
2022	Requested Federal				$800,000	$80,000	$880,000
2022	Local Funds				$200,000	$20,000	$220,000
2022	Local Funds				$50,000	$10,000	$60,000
							$0

FFY 2019	$100,000	$0	$0	$0	$0	$100,000
Local Funds	$100,000	$20,000	$40,000	$250,000	$30,000	$440,000
Requested Federal	$0	$80,000	$160,000	$800,000	$80,000	$1,040,000
GRAND TOTAL	$100,000	$100,000	$200,000	$1,050,000	$110,000	$1,560,000

☐ ESTIMATED TOTAL PROJECT COST IS EQUAL TO TOTAL PROGRAMMED $ $0

Proposed Funding Information ($0)

Prior Fund(s) | Funding History

FFY (OCT-SEPT)	FUND TYPE	ENG	IMP	CON	TOTAL
					$0
					$0

GRAND TOTAL	$0	$0	$0	$0

☐ ESTIMATED TOTAL PROJECT COST IS EQUAL TO TOTAL PROGRAMMED $ $0

Chicago Metropolitan Agency for Planning

Proposed Funding Information

DO…

Select the FFY in which you are requesting to *start* each phase

Select “Requested Federal” for the financial line(s) for which you are requesting funding

DON’T…

Request funding for multiple phases in the same FFY

Select CMAQ, TAP-L, or STP-Shared as the fund source

Proposed Funding Information

DO…

Include all phases of the project, including those completed in the past

Separate required local match from “over match” or non-participating costs

DON’T…

Separate Overmatch and Non-Participating

Proposed Funding Information ($0) — Prior Fund(s) — Funding History

FFY (OCT-SEPT)	FUND TYPE	ENG I	ENG II	ROW	CON	CE	TOTAL
2019	Local Funds	$100,000					$100,000
2020	Requested Federal		$80,000				$80,000
2020	Local Funds		$20,000				$20,000
2021	Requested Federal			$160,000			$160,000
2021	Local Funds			$40,000			$40,000
2022	Requested Federal				$800,000	$80,000	$880,000
2022	Local Funds				$200,000	$20,000	$220,000
2022	Local Funds				$50,000	$10,000	$60,000
							$0

FFY 2019	$100,000	$0	$0	$0	$0	$100,000
Local Funds	$100,000	$20,000	$40,000	$250,000	$30,000	$440,000
Requested Federal	$0	$80,000	$160,000	$800,000	$80,000	$1,040,000
GRAND TOTAL	$100,000	$100,000	$200,000	$1,050,000	$110,000	$1,560,000

☐ ESTIMATED TOTAL PROJECT COST IS EQUAL TO TOTAL PROGRAMMED $ — $0

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Using TDCs or TDCHs

DO…

Select “Trans credit <mode>” if you are requesting the use of TDCs/TDCHs as match

DON’T…

Forget to include the credit amount in the “Requested Federal” line

TDC/TDCH

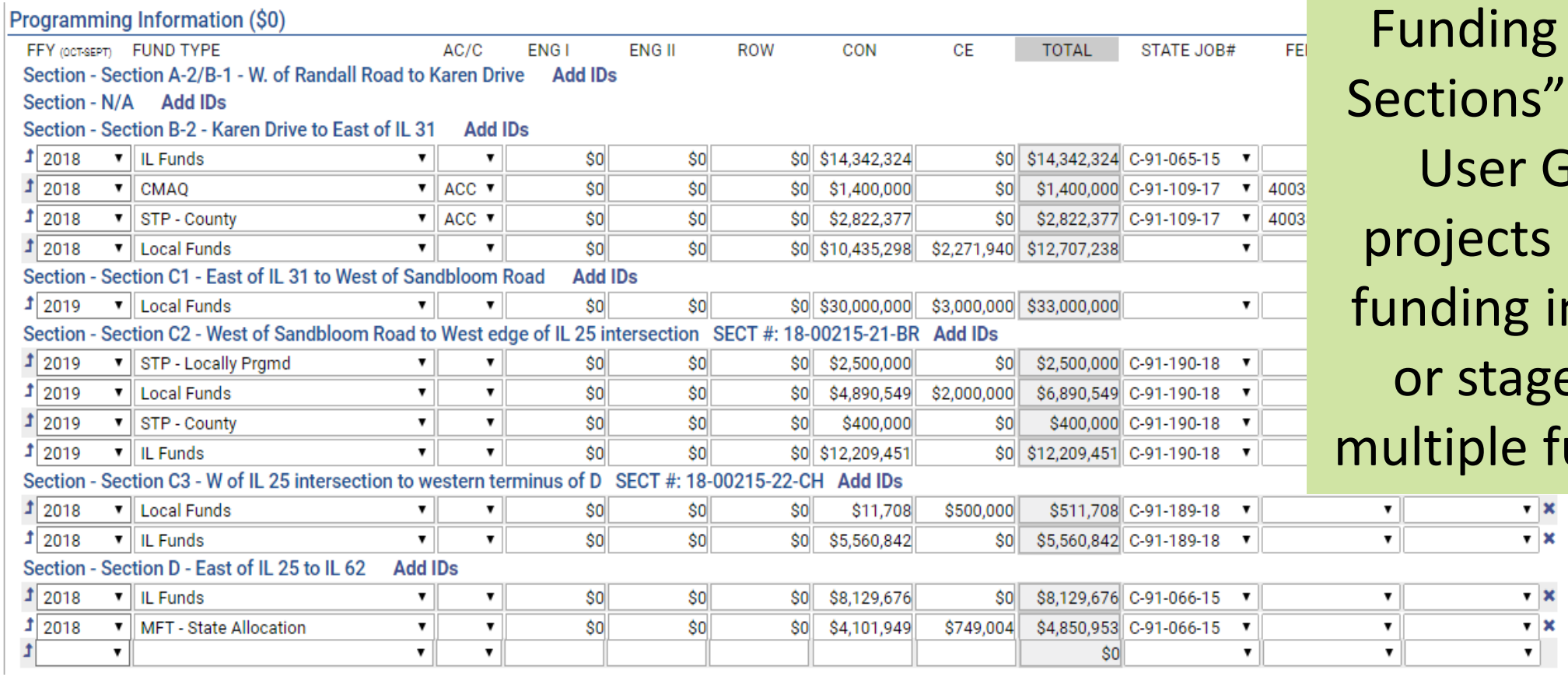
FFY (OCT-SEPT)	FUND TYPE	ENG I	ENG II	ROW	CON	CE	TOTAL
2020	Requested Federal				$100,000		$100,000
2020	Trans Credit - Local/State Hwy				$20,000		$0
							$0

FFY 2020	$0	$0	$0	$0	$0	$0
Requested Federal	$0	$0	$0	$100,000	$0	$100,000
*Trans Credit - Local/State Hwy	$0	$0	$0	$20,000	$0	$20,000
*Trans Credit is not part of YEARLY & the GRAND TOTAL						
GRAND TOTAL	$0	$0	$0	$100,000	$0	$100,000

☐ ESTIMATED TOTAL PROJECT COST IS EQUAL TO TOTAL PROGRAMMED $

Chicago Metropolitan Agency for Planning

Requesting different funds for different segments



Programming Information ($0)

FFY (OCT-SEPT)	FUND TYPE	AC/C	ENG I	ENG II	ROW	CON	CE	TOTAL	STATE JOB#	FE
Section - Section A-2/B-1 - W. of Randall Road to Karen Drive Add IDs										
Section - N/A Add IDs										
Section - Section B-2 - Karen Drive to East of IL 31 Add IDs										
2018	IL Funds		$0	$0	$0	$14,342,324	$0	$14,342,324	C-91-065-15	
2018	CMAQ	ACC	$0	$0	$0	$1,400,000	$0	$1,400,000	C-91-109-17	4003
2018	STP - County	ACC	$0	$0	$0	$2,822,377	$0	$2,822,377	C-91-109-17	4003
2018	Local Funds		$0	$0	$0	$10,435,298	$2,271,940	$12,707,238		
Section - Section C1 - East of IL 31 to West of Sandbloom Road Add IDs										
2019	Local Funds		$0	$0	$0	$30,000,000	$3,000,000	$33,000,000		
Section - Section C2 - West of Sandbloom Road to West edge of IL 25 intersection SECT #: 18-00215-21-BR Add IDs										
2019	STP - Locally Prgmd		$0	$0	$0	$2,500,000	$0	$2,500,000	C-91-190-18	
2019	Local Funds		$0	$0	$0	$4,890,549	$2,000,000	$6,890,549	C-91-190-18	
2019	STP - County		$0	$0	$0	$400,000	$0	$400,000	C-91-190-18	
2019	IL Funds		$0	$0	$0	$12,209,451	$0	$12,209,451	C-91-190-18	
Section - Section C3 - W of IL 25 intersection to western terminus of D SECT #: 18-00215-22-CH Add IDs										
2018	Local Funds		$0	$0	$0	$11,708	$500,000	$511,708	C-91-189-18	
2018	IL Funds		$0	$0	$0	$5,560,842	$0	$5,560,842	C-91-189-18	
Section - Section D - East of IL 25 to IL 62 Add IDs										
2018	IL Funds		$0	$0	$0	$8,129,676	$0	$8,129,676	C-91-066-15	
2018	MFT - State Allocation		$0	$0	$0	$4,101,949	$749,004	$4,850,953	C-91-066-15	
								$0		

See “Grouping Funding by Project Sections” in the eTIP User Guide for projects requesting funding in segments or stages or with multiple fund sources

Chicago Metropolitan Agency for Planning

Chicago Metropolitan Agency for Planning

Schedule, Additional Information, and Narrative



Schedule Info

CURRENT IMPLEMENTATION STATUS | OPEN TO TRAFFIC

TARGET FEDERAL AUTHORIZATIONS AND CONSTRUCTION LETTING (MONTH/YEAR)

	ENG I		ENG II		ROW		CON/CE		SEGMENT
	MTH/QTR	YEAR	MTH/QTR	YEAR	MTH/QTR	YEAR	MTH/QTR	YEAR	
SCHEDULED START									X

[ADD NEW SCHEDULE]

Project Questions

- [ ] Project is split from another project. The TIP ID is
- [ ] Project is a combination of multiple projects. The TIP ID(s)
- [ ] Project is related to another project(s). The TIP ID(s)
- [ ] Includes an ITS component? Estimated total cost
- [ ] Includes elements to specifically address the movement of freight? Estimated total cost
- [ ] Project is identified in a Pavement Management System. The adopting agency and date of adoption of that plan are
- [ ] Project may influence HIGHWAY SAFETY performance targets
- [ ] Project may influence TRANSIT SAFETY performance targets
- [ ] Project may influence TRANSIT ASSET CONDITION performance targets
- [ ] Project may influence PAVEMENT CONDITION performance targets
- [ ] Project may influence BRIDGE CONDITION performance targets
- [ ] Project may influence TRAVEL RELIABILITY/CONGESTION performance targets
- [ ] Project may influence NON-SOV TRAVEL performance targets
- [ ] Project may influence EMISSIONS REDUCTION performance targets
- [ ] None of the questions above apply to this project

Change Reason

(•) NEW PROJECT.

NARRATIVE - **GUIDANCE_Spell Check**

NARRATIVE (AUTOMATE)

Save | Save As Final | Upload Project Documents

CONTACT CMAP 6.78s EMAIL ETIPHELP@ECOINTERACTIVE.COM

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Schedule Info

Schedule Info

CURRENT IMPLEMENTATION STATUS | OPEN TO TRAFFIC

TARGET FEDERAL AUTHORIZATIONS AND CONSTRUCTION LETTING (MONTH/YEAR)

	ENG I		ENG II		ROW		CON/CE		SEGMENT	
	MTH/QTR	YEAR	MTH/QTR	YEAR	MTH/QTR	YEAR	MTH/QTR	YEAR		
SCHEDULED START										X

[ADD NEW SCHEDULE]

Schedule Info

CURRENT IMPLEMENTATION STATUS | OPEN TO TRAFFIC

TARGET FTA GRANT APPLICATION(S) SUBMITTAL (MONTH/YEAR)

	ENG		IMP		CON/CE		SEGMENT	
	MTH/QTR	YEAR	MTH/QTR	YEAR	MTH/QTR	YEAR		
SCHEDULED START								X

[ADD NEW SCHEDULE]

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Schedule Info

DO…

Select the latest milestone that has been accomplished in the Current Implementation Status field

Select a target month/quarter and year for every phase that has not yet started

DON’T…

Select a milestone that hasn’t been accomplished yet

Schedule Info, cont'd

DO…

Provide separate targets by segment/section/stage for complex projects

DON'T…

Segments

TARGET FEDERAL AUTHORIZATIONS AND CONSTRUCTION LETTING (MONTH/YEAR)

	ENG I		ENG II		ROW		CON/CE		SEGMENT	
	MTH/QTR	YEAR	MTH/QTR	YEAR	MTH/QTR	YEAR	MTH/QTR	YEAR		
SCHEDULED START							MAR	* 2017	Section A-1 - Huntley Rd to W. of Randall Road	X
SCHEDULED START							NOV	* 2017	Section B-2 - Karen Drive to East of IL 31	X
SCHEDULED START							NOV	* 2017	Section D - East of IL 25 to IL 62	X
SCHEDULED START							SEP	2018	Section C1 - East of IL 31 to West of Sandbloom Road	X
SCHEDULED START							NOV	2018	Section C3 - W of IL 25 intersection to western terminus of D	X
SCHEDULED START							SEP	2019	Section C2 - West of Sandbloom Road to West edge of IL 25 intersection	X

[ADD NEW SCHEDULE]

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Project Questions

Project Questions

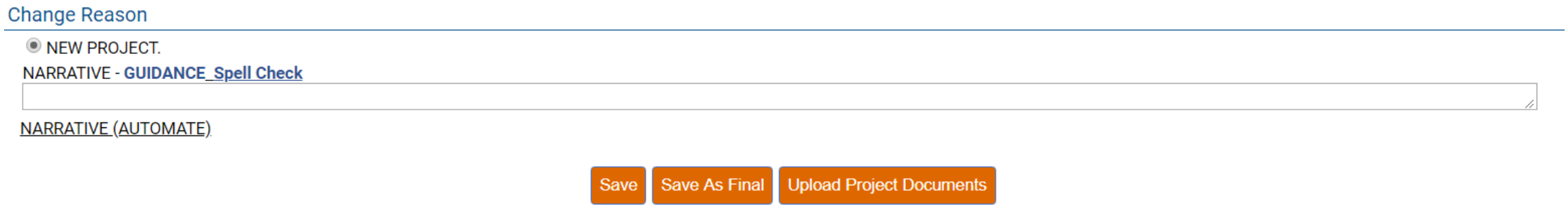
- ☐ Project is split from another project. The TIP ID is
- ☐ Project is a combination of multiple projects. The TIP ID(s)
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- ☐ Includes an ITS component? Estimated total cost
- ☐ Includes elements to specifically address the movement of freight? Estimated total cost
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- ☐ Project may influence TRAVEL RELIABILITY/CONGESTION performance targets
- ☐ Project may influence NON-SOV TRAVEL performance targets
- ☐ Project may influence EMISSIONS REDUCTION performance targets
- ☐ None of the questions above apply to this project

Project Questions

DO…	DON’T…
Review all questions	Forget to check “None…” if no other choices are selected
Review Performance Targets guidance in the eTIP User Guide before selecting these questions	Select every performance target choice

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Change Reason Narrative



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Change Reason Narrative

DO…

Use this space to clarify responses if necessary, such as listing project partners that are not the lead sponsor

DON’T…

Repeat any information provided elsewhere on the form or in any attachments

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Mapping, adding IDs, and attaching documents



Project Map



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Project Map

DO…

Zoom in to ensure all segments of the project are selected and all locations listed on the form are included in the map

Select all features (roads, bridges, etc.) included in the project

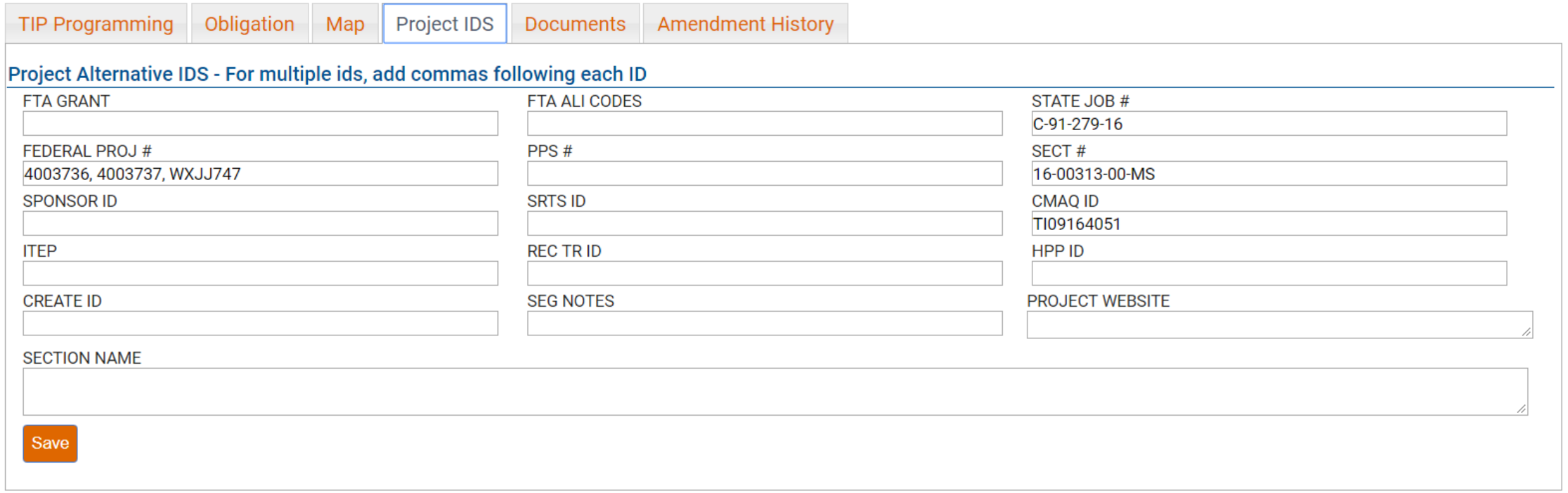
DON’T…

Select intersections along a roadway project unless there is separate/distinct work being done there

Forget to “save” your map on the mapping page

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Project IDs



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Project IDs

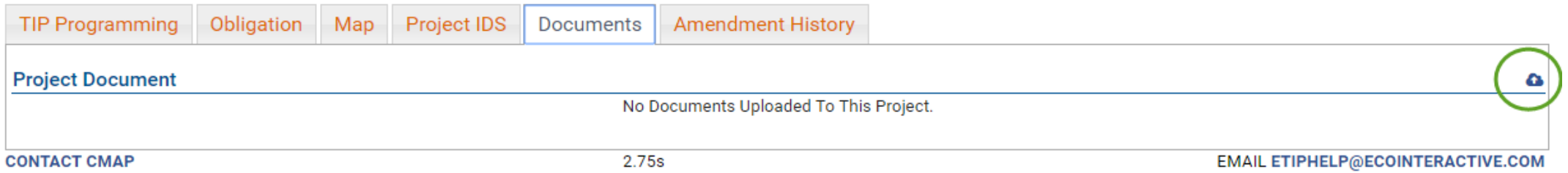
DO…

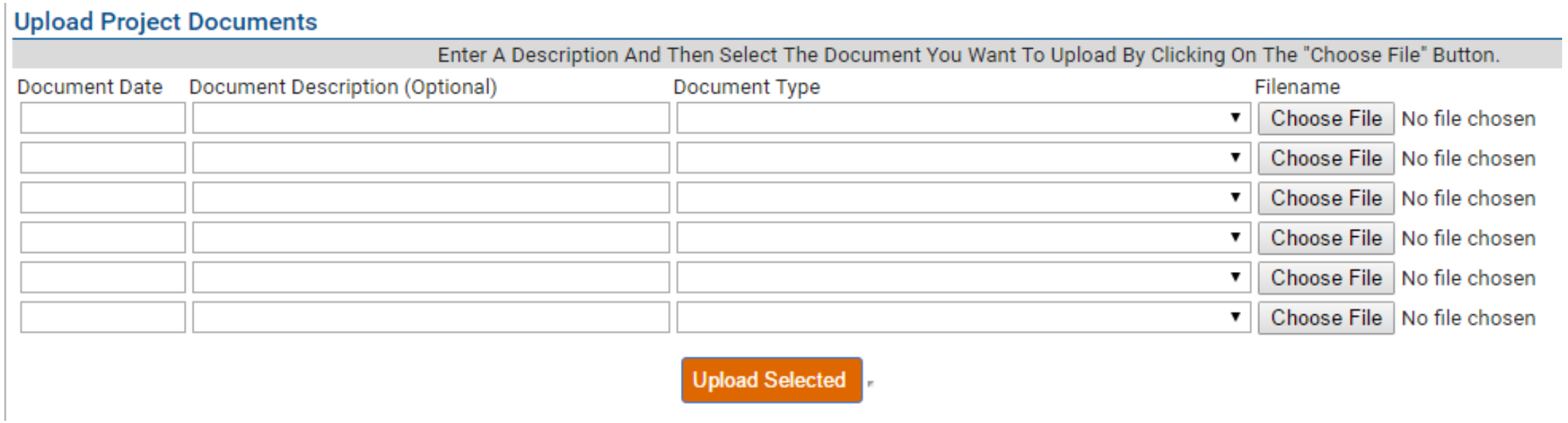
Enter any IDs that have been assigned to the project prior to application

DON’T…

Forget to “save” your entries on the IDs page

Documents





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Documents

DO…

Attach documents one at a time for best results

Give each document a unique name

DON’T…

Attach multiple copies of the same document (to replace a document, first delete it and then add again)

Use the same name for any documents

Documents, cont'd

DO…

Use numbering in the name for sequential attachments

DON'T…

Attach documents over 5MB (split into multiple files if needed)

Attach documents that are available online

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Submitting for TIP programmer (PL) review



Save, Save As Final, Submit

DO…

Save your work often

Save at least once before adding a map or attaching any documents

“Save as final” only when your application is complete

DON’T…

Click on “Save As Final” until the project has been mapped, IDs have been added, and all documents have been attached

Navigate away from the page without saving your work

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eTIP User Guide – STP Shared Fund, CMAQ, and TAP-L Call for Projects

January 2021

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CMAP

cmap.is/2024callforprojects

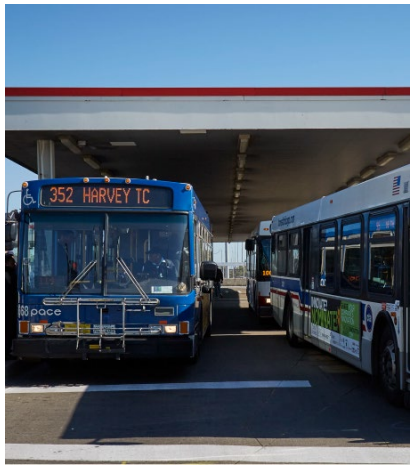
Doug Ferguson
dferguson@cmap.lllinois.gov

@cmapillinois

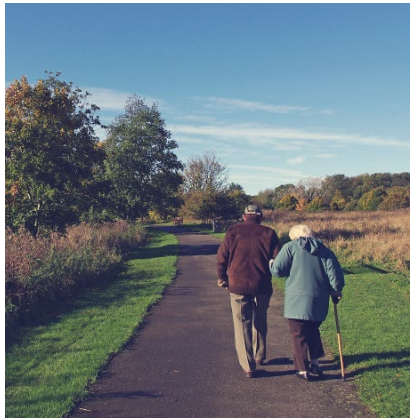












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Thank you!

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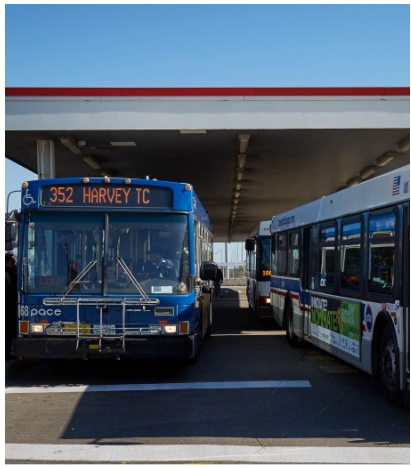
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eTIP application questions?

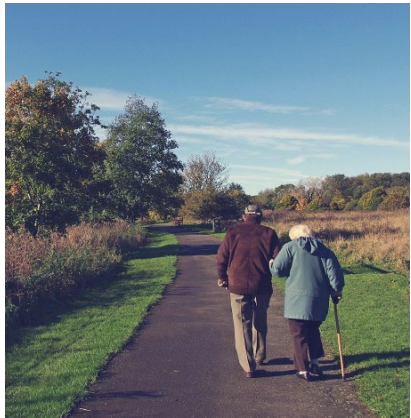












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Completing attachments



Required attachments: all applications

Application Workbook (Excel spreadsheet)

Detailed Estimate of Costs

Quarterly Status Update form

CMAQ Only

Required:

Input Module Worksheets -before and after the improvements
(intersection improvement and bottleneck elimination projects only)

Optional:

Bicycle Plan pages
(if links not provided in Excel spreadsheet)

Project Narrative/Description

Project Map
(if project cannot be mapped in eTIP)

TAP-L Only

Required:

Optional:

Bicycle Plan pages
(if links not provided in Excel spreadsheet)

Project Narrative/Description

Project Map
(if project cannot be mapped in eTIP)

STP – Shared Fund Only

Required:

~~Quarterly Status Update form~~

Optional:

Local policies/plans/ordinances (if links not provided in Excel spreadsheet)

Partnership letters/agreements committing funding

Project Narrative/Description

Project Map
(if project cannot be mapped in eTIP)

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Application Workbook



Workbook

Multiple worksheets - by project type



Color-coding:

- Green – All fund sources
- Yellow – CMAQ and TAP-L only
- Orange – STP Shared Fund only

- Questions/Directions
- Your Answers

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	Project Identification (All Projects)	
1	TIP ID (as assigned in eTIP):	
2	Project Title (as entered in eTIP):	

	Project Scope (CMAQ Only)		
3	Will bicycle facilities be added as part of this project?	Yes/No	
	If yes, please fill out the bicycle facility projects worksheet to receive credit for a CMAQ application.		
4	Is this project a corridor level improvement or part of a larger corridor improvement?	Yes/No	
	If yes, please provide information on the corridor.		
5	Does the project include a physical transit improvement?	Yes/No	
	If yes, please provide the types of improvements.		

	Project Scope (check all that apply)		
6	**Intersection Type**		
	Roundabout	☐	

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Workbook Basics

DO…

Review the Instructions worksheet before starting

Save/upload as an Excel File to eTIP application

Include the TIP ID in the file name

DON’T…

Put more than one project in the same workbook

Save as a pdf document prior to uploading

CMAP

Project Application Workbook for CMAQ, TAP-L and STP Shared Fund Applications

All STP, CMAQ and TAP-L applicants should fill out the project specific worksheets found in this workbook. See the project lists below for common project types and the corresponding worksheet(s).

- Clicking on the project type link below will open the corresponding benefits worksheet.
- Instructions for the individual worksheets can be found on those worksheets.
- Applicants should use only one copy of the workbook per application and each application must complete one workbook.
- For STP shared fund projects proposing staged construction, one copy of the workbook must be completed for *each stage* that will be scored separately, in addition to one copy of the workbook for the entire project.
- In addition to the project type specific worksheets, all STP shared fund applicants must also complete the All STP Projects worksheet.
- Attach the entire workbook **as an Excel file** to the corresponding eTIP application on the Documents tabs. Do not save it as a PDF document.
- Yellow tabs are for CMAQ/TAP projects only, orange tabs are STP shared fund projects only, green tabs are for all fund sources. On green tabs, question headers are also color-coded according to fund source(s).
- Answers go in the light green cells only.
- Be sure to scroll all the way to the bottom of each worksheet. The worksheet is complete when you reach the red "THIS WORKSHEET ENDS HERE" row.

CMAQ and TAP Project Types		
Project Type	**Benefits Worksheet (CMAQ/TAP)**	**Fund(s)**
Access to Transit	Transit Projects	CMAQ (See also STP Transit Station Improvements)
Adaptive Signal Control	Signal Interconnects and Safety	CMAQ
Alternative Fuel	Direct Emissions Reduction	CMAQ
Bicycle Bridge	Bicycle Facility Projects	CMAQ/TAP (See also STP Bicycle/Pedestrian Barrier Elimination)
Bike Lane	Bicycle Facility Projects	CMAQ/TAP
Bike Parking at Transit	Transit Projects	CMAQ (See also STP Transit Station Improvements)
Bike Path	Bicycle Facility Projects	CMAQ/TAP (See also STP Bicycle/Pedestrian Barrier Elimination)
Bike Sharing	Other Projects	CMAQ
Bus Speed Improvements	Transit Projects	CMAQ (See also STP Bus Speed Improvements)
Commuter Parking	Transit Projects	CMAQ
Continuous Left Turn Lane	Road Projects and Safety	CMAQ (See also STP Road Reconstruction or Road Expansion)
Curb Cut Elimination	Road Projects and Safety	CMAQ
Diesel Engine Retrofits	Direct Emissions Reduction	CMAQ
Electric Infrastructure	Direct Emissions Reduction	CMAQ
Electric Vehicles	Direct Emissions Reduction	CMAQ
Highway/Rail Grade Separations	Road Projects and Safety	CMAQ (See also STP Highway/Rail Grade Crossing Improvements)
Intersection Improvements	Road Projects and Safety	CMAQ (See also STP Road Reconstruction or Road Expansion)
ITS Projects	Other Projects	CMAQ
Locomotive Retrofits/Repowers	Direct Emissions Reduction	CMAQ

STP Shared Fund Project Types			
Project Type	**Example project scope elements**	**Required worksheets**	**Optional worksheet**
Bicycle and Pedestrian Barrier Elimination	· Bicycle/pedestrian overpass · Bicycle/pedestrian underpass · New multi-use path/trail that eliminates/avoids barrier	All STP Projects; Bike Ped Barrier Elimination	Safety
Bus Speed Improvements	· BRT/ART route construction (stops, pull outs, separators, etc.) · Transit Signal Priority (TSP) and other ITS · Bus-only travel lanes	All STP Projects; Transit Projects	Safety
Bridge Rehabilitation or Reconstruction	· Bridge replacement · Deck replacement · Superstructure rehab/reconstruct · Substructure rehab/reconstruct	All STP Projects; Bridge Projects	Safety
Highway/Rail Grade	· Grade separation · Other crossing improvements	All STP Projects; Rail-Hwy Crossings	Safety
Road Reconstruction	· Reconstruction of roadway	All STP Projects; Road Projects	Safety
Road Expansion	· Additional through lanes · New/extended road · New interchange	All STP Projects; Road Projects	Safety

STP and CMAQ Road Projects

This worksheet is for Intersection Improvement and Bottleneck Elimination Projects under the CMAQ program and Road Reconstruction and Road Expansion under the STP Shared Fund program.

Green sections for all projects, yellow sections for CMAQ projects only, orange sections for STP projects only.

Signal Interconnect and Adaptive Signal Control projects should also fill out the Signal Interconnect worksheet.

All Intersection Improvement and Bottleneck Elimination projects need to complete before and after Input Module worksheets for all intersections involved in the project to be considered for CMAQ funding. A blank copy of the worksheet (Word) is available on the Call for Projects page, under the Application Documents. Completed worksheets should be uploaded as attached document to the eTIP application.

	Project Scope (CMAQ Only)		
3	Will bicycle facilities be added as part of this project?	Yes/No	
	If yes, please fill out the bicycle facility projects worksheet to receive credit for a CMAQ application.		
4	Is this project a corridor level improvement or part of a larger		

	Safety Improvements (all projects)		
13	Is there a safety issue(s) at this location that will be addressed by the proposed project through improving the geometry or physical condition of the road/intersection?	Yes/No	
	If yes above, complete the Safety worksheet.		

	Green Infrastructure Planning Factor		
17	Has the sponsor or local jurisdiction where the project is located adopted green infrastructure policies?	Yes/No	
	If yes, please provide a link to the policies (if the document is not available online, enter "see eTIP" and the file name of the document attached (pdf or Word format only) to the eTIP application:		
	On what page(s) of the document(s) can the policies be found?		
18	Does the project have green infrastructure components?	Yes/No	
	If yes, please describe the green infrastructure components:		

	Additional Information	
19	Use this space to provide additional description not entered in eTIP, additional information not entered above, or to indicate the file name of any narrative description that is attached in eTIP.	

THIS WORKSHEET ENDS HERE

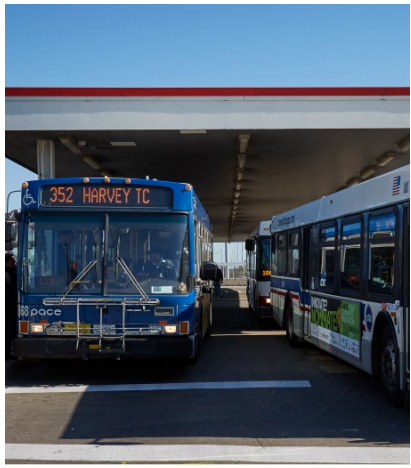
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Attachment questions?

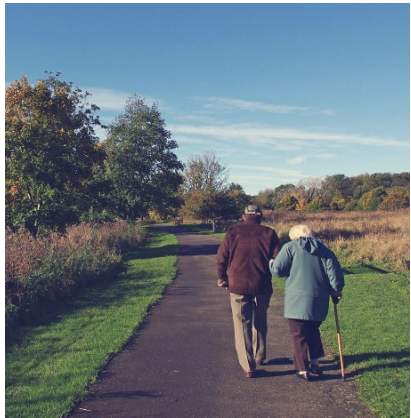












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Resources and next steps



Resources

cmap.is/2021callforprojects

- All application materials and forms
- Webinar recordings
- FAQs page

Contact your planning liaison

Next steps

"Save as Final" by Feb 19, 2021

Programmers submit by March 5, 2021

Project Selection Process Timeline

Date (2021)	Action
January 6	Webinar: overview of the funding programs and eligible projects
January 8	Call for projects released
January 15	Webinar: how to submit an application via the eTIP website
February 19	Deadline for sponsors to submit applications to Planning Liaisons for review
March 5	Applications due
April 30	Deadline for Councils/CDOT to submit subregional priority points allocation (STP only)
July 18	Project Selection Committees (PSCs) consider staff recommended draft programs
July 1 - July 30	Public comment period
September 9	PSCs consider final program approval
September 24	Transportation committee considers TIP changes for approved programs
October 13	CMAP Board and MPO Policy Committee consider final approval of TIP changes
November	Federal eligibility determination (CMAQ only) and funding notification

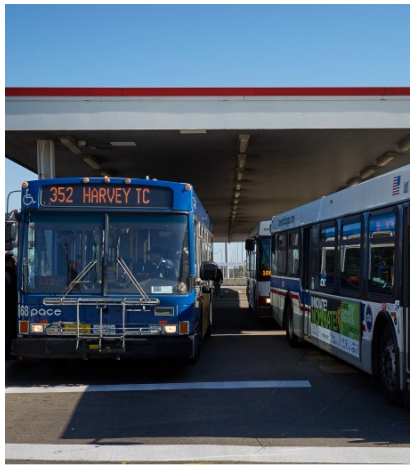
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Additional questions?

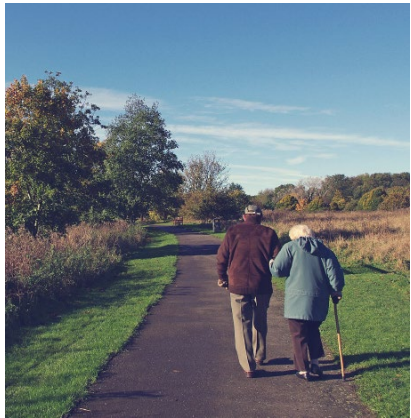












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CMAP

cmap.is/2023callforprojects

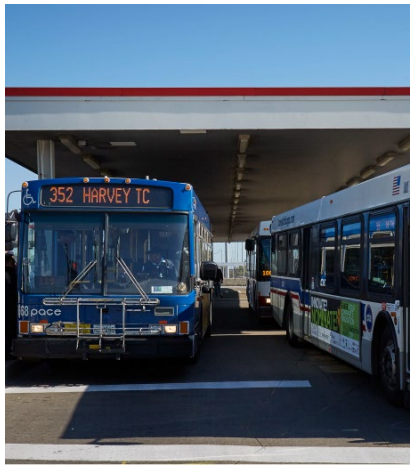
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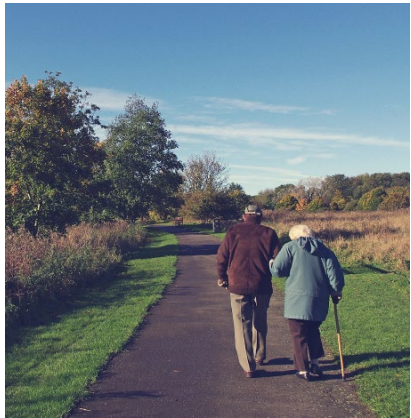












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Thank you!

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