
To: Chief Administrative Officials: Andover, Bolton, Columbia, Coventry, East Granby, Hebron, Stafford, & Willington
From: Christopher Henchey, CRCOG – Transportation Planner
Date: November 10, 2022
cc: Transportation Committee Members
Matt Hart, CRCOG Executive Director
Rob Aloise, CRCOG Director of Planning
Cara Radzins, CRCOG Transportation Deputy
Subject: ***Transportation Rural Improvement Program (TRIP):
Request for Proposals***

The Capitol Region Council of Governments (CRCOG) is opening a Request for Proposals regarding Connecticut Department of Transportation's (CTDOT) Transportation Rural Improvement Program (TRIP). This solicitation is anticipated to provide \$15 million statewide for eligible projects from the COGs' rural towns. Per CTDOT's guidance, CRCOG will be permitted to submit four (4) projects for consideration.

PROJECT APPLICATION

To aid in application preparation, please download and review the following documents from the TRIP page of the CRCOG website:

- TRIP Program Guidelines (Updated November 9, 2022)
- TRIP Program Application (Fillable PDF coming soon)
- CTDOT Bicycle and Pedestrian Travel Needs Assessment Form
- CRCOG Complete Streets Compliance Form

To apply for TRIP program funding, please supply electronic copies of the following materials to CRCOG **by 3:00pm on Friday, February 10, 2022**, to Christopher Henchey (chenchey@crcog.org):

- Completed and signed electronic copy of the Program Application
- Completed and signed CTDOT Bicycle and Pedestrian Travel Needs Assessment Form
- Completed CRCOG Complete Streets Compliance Form
- Copies of any other additional materials being submitted with the application, as appropriate

When estimating project costs, towns are encouraged to use multipliers for inflation, contingencies, and incidentals per CTDOT guidelines linked [here](#).

PROJECT ELIGIBILITY

This program is open to municipalities with greater than or equal to fifty percent of their population living in areas federally classified as rural. Within CRCOG, this includes **Andover, Bolton, Columbia, Coventry, East Granby, Hebron, Stafford, and**

Willington. Each eligible municipality may submit one project, and the minimum funding award is \$300,000. Although a maximum project size has not been set, program funding is **currently** limited to \$15 million statewide, and therefore submission of a large project may not fit within the program.

Projects can be located on all roadway types, including local roads, provided they fall within a rural area according to CTDOT's Functional Classification database. This does not include sidewalks or multi-use trails which can be located anywhere within the town. The full list of eligible projects include:

- Rehabilitation style projects including roadway resurfacing, sidewalk & curbing replacement, and structure & bridge repairs
- Stand-alone sidewalks along any roadway, including those outside of rural boundary
- Multi-use trails

A full description of each eligible project is available in the CTDOT guidelines. The functional classification of roadways can be found through CTDOT's interactive map found [here](#).

ADDITIONAL PROGRAM INFORMATION

Further important program information includes:

- All costs associated with preparing, reviewing, and submitting the TRIP application and any required supporting documentation by the Municipality are not eligible for funding under TRIP, or reimbursement by CTDOT. This includes the cost of any consultant services procured by the municipality in the application process.
- For selected projects, the sponsors' preparation, permitting, and design efforts will be perceived as the municipality's financial commitment match to the project.
- Inability to provide requests under Section 5 of the application does not impact project eligibility but may impact scoring in the selection process.
- Any work on or affecting a state facility will require an Encroachment Permit, which increases CTDOT oversight for a project.

CRCOG'S EVALUATION & SELECTION PROCESS

To submit the most competitive projects, CRCOG staff will **rate** project proposals utilizing CTDOT's project selection criteria as a general guideline. These criteria and their components listed below were approved during the Transportation Committee meeting on October 24, 2022.

Ranking Criteria

- **Budget:** 10 points
- **Public Benefit:** 30 points
- **Rural Demographics:** 10 points
- **Transportation Network/Connectivity Impact:** 25 points

- **Readiness to Proceed:** 25 points

Endorsed projects will be approved by Transportation Committee in March or April of 2023 and forwarded to the Policy Board for approval at its meeting in the same month. The approved projects will be forwarded to CTDOT by **April 28, 2023** per CTDOT's deadline. Projects endorsed by staff and Transportation Committee will be submitted to CTDOT for possible selection.

If you have any questions regarding the TRIP program or process, please contact Christopher Henchey (chenchey@crcog.org or 860-724-4219) or Cara Radzins (cradzins@crcog.org or 860-724-4251).