

Attachment I

2017 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* 2017 FTIP at the start of the FTIP public review period but not later than **September 1, 2016**.
- Three copies of the *Final* 2017 FTIP, along with any amendments and administrative modifications to the 2017 FTIP by **September 30, 2016**.
- Web-link to the Final 2017 FTIP and amendments by **September 30, 2016**.

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 2017 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
- Three copies of the Final 2017 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**