



SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

PROJECT NOMINATION SHEET AND MINI DESIGN CONCEPT REPORT

Provide a Mini-DCR with the following information. Some information may not be pertinent to your project; however, provide as much information about your proposed project as you are able.

A. COVER LETTER AND TITLE PAGE

B. INTRODUCTION

The introduction must contain the following project information, if applicable;

- The project route name including termini and functional classification;
- Length of project (if in segments, length of each segment);
- Location – mile posts, or physical address;
- Expected project development timeline to include Design, ROW, and Construction;
- Purpose and need for the project;
- Proposed project future benefit – 20 to 30 years out.

C. BACKGROUND DATA

This section addresses, if applicable:

- The year the road or element was constructed, previous up-grade to the project, if any, existing typical section.
- General features such as structures, major drainage, major traffic control items, rail road crossings, major utilities, and crash data history.
- Provide current and future traffic data – Average Daily Traffic Counts

D. PROJECT SCOPE

Describe the project limits and the recommended project scope.

E. ENVIRONMENTAL PROJECT DEVELOPMENT CONSIDERATIONS

Environmental requirements as determined by the project scope.

- Potential Hazardous Waste sites
- 404 Permit requirements
- Section 4(f) lands
- Flood plain encroachment
- Wetlands
- Scenic or Historic Route
- Archaeological clearance
- Social or Economic impacts

F. ESTIMATED COST

You may use an Excel spreadsheet (recommended), but it must have all the following information in the same format. If you need more rows or columns to add additional information, please do so.



SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

PROJECT NOMINATION SHEET AND MINI DESIGN CONCEPT REPORT

Project Phase/Type of Work	Estimated Cost
Preliminary Engineering-Design (Include ADOT Review Fees)	\$
Right-of-Way	\$
Utility Relocation	\$
Other (Please Identify)	\$
Construction	\$
Total Project Cost*	\$

**The project sponsors will be responsible for any project costs in excess of the approved project cost.*

G. ITEMIZED ESTIMATE

Utilize the Project Cost Estimate Sheet (above), or you can create an Excel spreadsheet exactly like the cost estimate Word document, and provide it with your application. It MUST be in the same format with the same information.

H. LOCAL MATCH

Identify the amount and source of local match.

I. VICINITY MAP

Provide a clear project vicinity map. More than one map is allowed.

J. TYPICAL SECTION SKETCH

Provide a typical section sketch for the project including R/W limits and the proposed pavement structural section, slopes, and lane and shoulder dimensions. As a safety project, provide before and after scenarios, if appropriate.

K. SAFETY

Provide up to 5 years of crash data for the project location. Discuss the ability of the project to reduce the frequency and/or severity of roadway crashes.

L. FREIGHT MOVEMENT/ECONOMIC VITALITY

Discuss how the project addresses the following:

- Provides access to existing/new economic opportunities;
- Improves connection of employment and activity centers to population centers;
- Improves movement of goods efficiently through the regional transportation network.

M. SYSTEM PRESERVATION AND IMPROVEMENT

Discuss how the project addresses the following:

- Improves multi-modal transportation;
- Preserves existing facilities and networks;
- Improves existing facilities and networks.

Provide the STP Mini-DCR in electronic form to SEAGO for distribution to the TAC no later than July 6, 2021.