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Paul P. Huelskamp PE, PS • Miami County Engineer

TO: Miami County Political Subdivisions
FROM: Paul P. Huelskamp, PE, PS
Miami County Engineer
(on behalf of the SCIP/LTIP Review Committee)

DATE: May 31, 2023

SUBJECT: **Application Information for the State Capital
Improvement Program (SCIP) and Local Transportation
Improvement Program (LTIP)**

As we all struggle to move into the Post COVID - 19 world, OPWC has moved to a paperless submission process.

1. We will hold our County Kickoff meeting on **June 20th at 3:00** in the Miami County Commission Hearing Room in the Safety Building, 201 West Main St. Troy.
2. OPWC is requesting applications for FY 25 (i.e. Round 38) projects.
3. The application due date in Springfield is August 7, 2023.
4. Applications will need to be submitted through the **Workwise** Portal <https://www.pwc.ohio.gov/WorksWise>
5. You will need to setup a Workwise account if you don't have one.
6. Application materials, samples, and links are available, again this year, through my website at: <https://www.co.miami.oh.us/967/OPWC-Materials>

NOTE: Be sure to use the latest materials

Sincerely,

Paul P. Huelskamp

Paul P. Huelskamp PE, PS
Miami County Engineer

All,

June 2, 2023

Please accept this email as our official kick off to the Round 38/FY2025 funding round. Please forward this email to any constituents in your county (townships/villages/other interested governments) who may be interested in applying for funding this round. This email will contain necessary documents for the upcoming round, highlight important dates, and will explain our process for the upcoming round.

Applications for the upcoming round are due to be **uploaded directly to the portal** by 5:00 pm on Monday, August 7th. Please note this change from prior years. You do not need to submit the applications to Regina or I this year via email. You only need to upload your applications directly to the Portal. Because of this change, we are requesting that each county subcommittee hold their meetings sometime between August 14th and August 31, 2023. Regina and I will work with each subcommittee to make sure you have all applications that were submitted so that they can be reviewed for priority point distribution. We will need each subcommittees priority points by August 31, 2023.

I have attached the current round's scoring methodology as well as the MHI data that will be used. No other MHI data will be considered when evaluating criteria 8A.

When uploading your applications to Workwise, the following materials will be needed. You will need authorizing legislation, CFO certification, engineer's estimate, a project map, a weighted useful life statement, an ADT (average daily traffic) report, a self score sheet, and a bridge sufficiency rating/ proof of age of system. Please note, and this is very important, you cannot upload your application if you do not have all of these documents. If your applications doesn't have an ADT report because it is a water project, you will need to upload a document that states "This application does not have an ADT report because it is a utility project" or something like that. The same goes for a bridge sufficiency rating/proof of age of the system.

Another important note about our change in process this year is all materials will be needed at the time of application. In the past, we have allowed applicants to pursue authorizing legislation or other needed elements of the application until later. That will no longer be the case. The system will lock at the application due date and all materials will be needed at that time. We will still have a cure period for small government applications that would like to cure to maximize their small government score. That process will take place in October.

The next meeting will be Wednesday, September 20th. That will be the Executive Committee meeting where the cutoff line is set.

Please feel free to reach out with any questions or concerns that you may have as you begin to put applications together. Regina and I are happy to help. Thanks and have a great weekend,

Louis Agresta

Transportation Director
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