COMPASS Rural Prioritization Process
for Ada and Canyon Counties 2019

Rural Prioritization Process

A rural project prioritization process was agreed upon in the fall 2012 by all rural agencies in Ada and Canyon Counties and approved by the COMPASS Board on August 20, 2012. The rotational schedule outlined below will be updated each year, with the final determinations made at the Annual Rural Prioritization Work Group meeting.

Rural roadway jurisdictions in the two-county area include the following:

- Ada County Highway District (rural portions)
- Canyon Highway District Number 4
- City of Greenleaf
- City of Parma
- City of Melba
- City of Notus
- City of Wilder
- Golden Gate Highway District Number 3
- Nampa Highway District Number 1
- Notus-Parma Highway District Number 2

The process includes five funding slots for the prioritization rotation schedule. Each rural city shares a slot evenly with a highway district. A map of the highway districts and city jurisdictions in Canyon County is shown on page 4. Ada County no longer includes rural cities; therefore, ACHD will partner with a Canyon County rural city.

- Slot 1 - City of Greenleaf and Ada County Highway District
- Slot 2 - City of Melba and Nampa Highway District Number 1
- Slot 3 - City of Notus and Canyon Highway District Number 4
- Slot 4 - City of Parma and Notus-Parma Highway District Number 2
- Slot 5 - City of Wilder and Golden Gate Highway District Number 3

The outcome of this process could possibly fund each jurisdiction every ten years for each of LHTAC’s rural funding categories:

- Surface Transportation Program-Rural
- Local Rural Highway Investment Program (LRHIP) construction
- LRHIP signs
- LRHIP planning

The order of priority will also rotate between the funding categories to allow an application for the “lead” jurisdiction in each slot every year. If the “lead” jurisdiction is not ready to apply for a project during their given year for a category, they may opt to allow the partner jurisdiction to apply in their place. If neither jurisdiction is ready to apply for a project, that slot will delay one year and allow the next slot to apply. The lead jurisdiction may develop a joint application with other jurisdictions at their discretion. Additional flexibility is available during the Annual Rural Prioritization meeting.
Example of the rotational schedule:

<table>
<thead>
<tr>
<th>STP-Rural</th>
<th>LRHIP Construction</th>
<th>LRHIP Signs</th>
<th>LRHIP Planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slot 5</td>
<td>Slot 3</td>
<td>Slot 1</td>
<td>Slot 2</td>
</tr>
<tr>
<td>Slot 3</td>
<td>Slot 5</td>
<td>Slot 2</td>
<td>Slot 4</td>
</tr>
<tr>
<td>Slot 1</td>
<td>Slot 4</td>
<td>Slot 3</td>
<td>Slot 5</td>
</tr>
<tr>
<td>Slot 2</td>
<td>Slot 2</td>
<td>Slot 4</td>
<td>Slot 3</td>
</tr>
<tr>
<td>Slot 4</td>
<td>Slot 1</td>
<td>Slot 5</td>
<td>Slot 1</td>
</tr>
</tbody>
</table>

FY2019 Rotational Schedule:

<table>
<thead>
<tr>
<th>STP-Rural</th>
<th>LRHIP Construction</th>
<th>LRHIP Signs</th>
<th>LRHIP Planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notus</td>
<td>CHD</td>
<td>Notus</td>
<td>GGHD</td>
</tr>
<tr>
<td>ACHD</td>
<td>NHD</td>
<td>Wilder</td>
<td>Parma</td>
</tr>
<tr>
<td>Melba</td>
<td>ACHD</td>
<td>ACHD</td>
<td>Wilder</td>
</tr>
<tr>
<td>NPHD</td>
<td>Wilder</td>
<td>CHD</td>
<td>Greenleaf</td>
</tr>
<tr>
<td>Wilder</td>
<td>Parma</td>
<td>Parma</td>
<td></td>
</tr>
<tr>
<td>Greenleaf</td>
<td>Melba</td>
<td>Melba</td>
<td></td>
</tr>
<tr>
<td>NHD</td>
<td>Greenleaf</td>
<td>GGHD</td>
<td></td>
</tr>
<tr>
<td>Parma</td>
<td>GGHD</td>
<td>Greenleaf</td>
<td></td>
</tr>
<tr>
<td>GGHD</td>
<td>NPHD</td>
<td>NPHD</td>
<td></td>
</tr>
<tr>
<td>CHD</td>
<td>Notus</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(NOTE: some agencies removed, as they are not eligible or opt out of the program)

Original FY2012 Rotational Schedule (with notes):

<table>
<thead>
<tr>
<th>STP-Rural</th>
<th>LRHIP Construction</th>
<th>LRHIP Signs</th>
<th>LRHIP Planning</th>
<th>LRHIP Federal-aid Match</th>
</tr>
</thead>
<tbody>
<tr>
<td>GGHD</td>
<td>CHD</td>
<td>Greenleaf</td>
<td>NPHD (2006 and 2017)</td>
<td>GGHD</td>
</tr>
<tr>
<td>Notus</td>
<td>GGHD</td>
<td>Melba</td>
<td>CHD (2017)</td>
<td></td>
</tr>
<tr>
<td>ACHD</td>
<td>NPHD</td>
<td>Notus</td>
<td>Melba (2013 with NHD)</td>
<td></td>
</tr>
<tr>
<td>Melba</td>
<td>NHD</td>
<td>Parma</td>
<td>Notus (2014)</td>
<td></td>
</tr>
<tr>
<td>NPHD</td>
<td>ACHD</td>
<td>Wilder</td>
<td>NHD (2006 and 2013)</td>
<td></td>
</tr>
<tr>
<td>Wilder</td>
<td>Notus</td>
<td>ACHD</td>
<td>GGDH (2009)</td>
<td></td>
</tr>
<tr>
<td>CHD</td>
<td>Wilder</td>
<td>CHD</td>
<td>Parma (2010)</td>
<td></td>
</tr>
<tr>
<td>NHD</td>
<td>Melba</td>
<td>GGHD</td>
<td>Greenleaf (2012)</td>
<td></td>
</tr>
<tr>
<td>Parma</td>
<td>Greenleaf</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Color code for year selected for funding (based on recommendation year)

- Reporting corrections made in 2018.
- Date for funded plans = date of plan
- Gray text = agencies with existing plans were not included in original 2012 process because agency had plan and was not eligible for funds. (Funds allowed every ten years.) Federal-aid match is on as-needed and able to schedule basis.
Additional Guidance for the Process:

- Any jurisdiction can apply for funds each year, but the top three slots in each category are encouraged to apply. Top priorities receive additional scoring points in LHTAC’s process.
- If a lead jurisdiction is listed within the top three slots in more than one funding category, that jurisdiction selects which category has priority and offers the other to the partner jurisdiction. Additional adjustments can also be made at the Annual Rural Prioritization Meeting.
- An Annual Rural Prioritization Meeting will be held each September (or earlier). All rural jurisdictions are encouraged to participate.
- Priorities start with the outlined “slot” system, but may be adjusted based on agency needs at the Annual Rural Prioritization meeting. All jurisdictions will be requested to sign the priority recommendation to the COMPASS Board.
- The COMPASS Board will be requested to adopt a Resolution listing the priorities recommended at the Annual Rural Prioritization Work Group meeting. The Resolution will be used as official regional support for priorities in each application.
- If a jurisdiction is awarded funds, that jurisdiction goes to the bottom of the list in the category funded.

Definitions:

For the purpose of this document, the following definitions apply:

**Rural Prioritization Work Group** – A work group that meets annually to recommend priorities, based on the prioritization process and agency needs, for the next rural application cycle. The meeting will take place in September each year.

**Joint Application** – An application including two or more jurisdictions, at the discretion of the lead jurisdiction.

**Lead Jurisdiction** – The partner jurisdiction with top priority for the slot.

**Partners** – The two jurisdictions that share a slot.

**Slot** – The placeholder for a specific set of partners.
Local Highway Technical Assistance Council (LHTAC)

Please note dates listed below are tentative and subject to change.

Rural Programs

Federal aid is available for the following programs to rural areas and cities with populations below 5,000 through LHTAC. LHTAC requests local regions prioritize projects prior to submitting applications. More details are available at www.lhtac.org/programs.

Surface Transportation Program – Rural (STP-R)

Surface Transportation Program Rural is a federal-aid program with a local match requirement of 7.34%. The Idaho Transportation Board has designated approximately $12 million annually statewide for the program. This program is currently on a bi-annual application process. Applications will NOT be accepted this funding cycle.

Applications due: N/A

Eligible use of funds:
1. Construction
2. Reconstruction or rehabilitation of roadways
3. Transportation planning and Corridor studies

Roads must be functionally classified with Federal Highway Administration (FHWA) as rural major collectors or higher, with a small percentage allowed for minor collectors.

Eligible projects are identified, prioritized, and requested by local jurisdictions who then submit applications to LHTAC through a formal project application process. Project proposals are reviewed and ranked by LHTAC and a prioritized list of projects (based on available funding) is then presented to the Idaho Transportation Board, for inclusion in the draft Idaho Transportation Investment Program (ITIP) in June. Selected projects will also be included in the draft Regional Transportation Improvement Program for approval by the COMPASS Board.

In summer 2012, the LHTAC Board approved additional qualifications for the STP-R program:

- LHTAC will accept applications every other year and award two years’ worth of projects with each cycle.
- There is a maximum award of $2 million for construction (including construction engineering work) for each project without scoring penalties.
- Requests over $2 million in construction award will receive a penalty in the scoring system.
  - For each $200,000 requested over $2 million, one point is deducted from the applicant’s total score.
- No awards will be made over $5 million for construction of a project.
Local Rural Highway Investment Program (LRHIP)
The Idaho Transportation Board, in conjunction with the Idaho Transportation Department (ITD) and LHTAC, developed this program to assist rural cities, counties, and highway districts to improve the investment in their highway and street infrastructure. The program is financed through an exchange of STP-Rural funds by LHTAC with ITD at $0.61 per $1.00, for a total of $2.8 million in state funds. There are no federal requirements or local match attached to this program. This application cycle is for FY2020 funds.

Applications due: November 20, 2019

See current application for eligible use of funds and program criteria, as well as a list of ineligible jurisdictions and the “hiatus” list - http://lhtac.org/programs/lrhip/.

There are four types of projects are identified:

1. **Construction Projects** – limited to a maximum of $100,000. Projects must include roadway work. Projects exclusively for pedestrian improvements are not eligible.
2. **Federal-aid Match Construction Projects** – can be used towards STP-Rural, Bridge, and/or other Federal funding. Project must already be awarded the Federal-aid project, included in the TIP, and be scheduled for construction within the next two years (from the grant fiscal year). Limited to $100,000. Counted as an LRHIP construction project for the “hiatus” list.
3. **Transportation Planning** - Funds used to hire a consulting licensed engineer or transportation planner to complete a new Transportation Plan (limited to $50,000) or update an original Transportation Plan that is 10 years old or older (limited to $30,000).
4. **Sign Projects** - include sign replacement and upgrade projects to bring warning and regulatory signs, sign posts and pavement markings up to Manual on Uniform Control Devices (MUTCD) standards. Limited to $30,000 award.

LIMIT only one (1) project application in the LRHIP program for each local highway jurisdiction.

**Additional LHTAC Programs**
(Not part of the COMPASS prioritization process)

- **Bridge Program**
  - Applications due: January 2020
  - www.lhtac.org/programs/federal-aid/bridge

- **Local Highway Safety Improvement Program (LHSIP)**
  - Applications due: January 2020
  - www.lhtac.org/programs/lhsip

- **Transportation Alternatives Program (State)**
  - Applications due: December 2019 (Mid-Application) and January 2020 (Final Application) (accepted every other year)
  - www.itd.idaho.gov/alt-programs
  - ITD selects projects and manages the program. LHTAC manages most projects.