

**DRAFT RESOLUTION**

**ELMIRA-CHEMUNG TRANSPORTATION COUNCIL  
POLICY COMMITTEE ENDORSEMENT**

**NUMBER:** 16-P17

**DATE:** March 23, 2017

**SUBJECT:** Revision of the ECTC Unified Staffing and Operations Plan  
Amending Section II, D. b. i., Rollover Projects from Previous TIP

MOVED BY: T. Bennett

SECONDED BY: B. Kelly

CONSENSUS: YES 4 NO \_\_\_\_\_  
ABSTENTIONS: 0  
ABSENT: 2

**WHEREAS**, the Elmira-Chemung Transportation Council (ECTC) Transportation Improvement Program (TIP) is the enabling document for Federal funding of State and Local projects within a designated urbanized area, and

**Whereas**, there may be projects that were approved in the previous TIP that, for unanticipated but logical reasons, need to "rollover" to the new TIP after the new TIP has been approved, and

**WHEREAS**, when such rollover candidate projects are identified by members of the ECTC, and

**WHEREAS**, throughout the life of the TIP, Administrative Modifications are made that do not alter the delivery of an individual project or the overall program, and

**WHEREAS**, the Elmira-Chemung Transportation Council's Unified Staffing and Operations Plan outlines the ECTC process for amending and adding projects on the TIP,

**NOW, THEREFORE, BE IT RESOLVED**, that the Elmira Chemung Transportation Council (ECTC) Policy Committee hereby endorses the revision to the ECTC Unified Staffing and Operations Plan as shown on the attached sheet to allow such rollover projects to be addressed as Administrative Modifications, and be it further

**RESOLVED**, that this revision be forwarded to the various Federal and State agencies as required.

**ELMIRA-CHEMUNG  
TRANSPORTATION COUNCIL**

I THE UNDERSIGNED, Secretariat of the Elmira-Chemung Transportation Council (ECTC), DO HEREBY CERTIFY, that the foregoing is a copy of a resolution duly adopted by said Elmira-Chemung Transportation Council (ECTC) on March 23, 2017; that it is a correct transcript therefrom and of the whole of said original.

IN WITNESS WHEREOF, I have hereunto set my hand, March 27, 2017

  
\_\_\_\_\_  
Brian C. Kelly, Secretariat

In developing the TIP, the ECTC, the State and the public transportation operator will cooperatively develop estimates of funds that are reasonably expected to be available to support TIP implementation.

The TIP will include project listings for a period of no less than four years, and will include a financial plan that demonstrates how the approved TIP can be implemented, and indicates resources from public and private sources that are reasonably expected to be made available to carry out the TIP. The TIP will recommend additional financing strategies for needed projects and programs.

Only projects for which construction or operating funds can reasonably be expected to be available may be included. In the case of new funding sources, strategies for ensuring their availability shall be identified. In developing the financial plan, the MPO shall take into account all projects and strategies funded under title 23 U.S.C., title 49 U.S.C. Chapter 53 and other Federal funds; and regionally significant projects that are not federally funded.

The TIP will expire when the FHWA/FTA approval of the STIP expires.

NYS DOT may make changes to allocated fund sources for projects in the TIP with approval by the ECTC Director and in consultation with the sponsoring agency, where appropriate. Administrative modifications require quarterly notification to the ECTC Planning Committee.

## **b. Operating Procedures**

### **i. Funding Allocation**

If previously approved and programmed projects do not advance within the anticipated timeframe of the TIP, the ECTC will review these projects for appropriateness of current needs and goals for inclusion in the subsequent TIP. **After the TIP is approved, if it is determined that a previously approved project in the previous TIP should be included in the current TIP, the project will be considered a minor TIP amendment and can be added to the current TIP as an administrative modification. The project funds identified previously must be still available for use for the project so that Fiscal Constraint is maintained.**

In September, anticipated fund level estimates and allocations for the ECTC are identified at the NYS DOT Main Office and provided to NYS DOT Regional Offices. Region 6 staff shares anticipated funding estimates with the ECTC. NYS DOT Main office shares transit fund sources with the transit operator and with the ECTC as applicable. The ECTC convenes a Planning Committee meeting to develop a clear understanding among key stakeholders at the onset of the TIP development process regarding:

- ☐ The status of ongoing projects (schedule, budget, etc.)
- ☐ The contents of the project pipeline, including new products of planning/UPWP activities;
- ☐ Estimated funding levels

### **b. Project Identification Phase**

When funding permits, the ECTC distributes a letter soliciting local candidate projects for funding in September. The letter is sent to all local jurisdictions, the transit agency and