



# INDIANA DEPARTMENT OF TRANSPORTATION

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**Eric Holcomb, Governor**  
**Mike Smith, Commissioner**

October 25, 2024

## Local Public Agency Programs: Notice of Funding Availability (NOFA)

The Indiana Department of Transportation (INDOT) will be accepting applications for federal funds for local rural projects. These funds are available for LPAs who are interested in any type of project such as bridge, road, safety, sidewalk, or any type of project that is eligible under the federal transportation highway bill. This does not include requesting additional funding for existing projects. Funding will be available for projects with development commencing by September 1, 2025. The Construction funding year will be determined after the development schedule is submitted and approved.

The following documents are posted on the Local Public Agencies page of the INDOT website

<https://www.in.gov/indot/doing-business-with-indot/local-public-agency-programs/notice-of-funding-availability-nofa/>

1. INDOT LPA Process Guidance Document
2. Highway Safety Improvement Program information and documents
3. Asset Management for Local Public Agency Bridges
4. Pavement Asset Management for Local Public Agency Roadways
5. Access Indiana / ITAP External Quick Start Guide
6. ADA/Title VI Technical Assistance Tool and sample Commitment Letter

## Application Information and Deadlines:

This application period will be from **8:00 AM EST November 7, 2024, to 12:00 PM EST December 6, 2024**. Due to the required review by the MPO's for projects in their planning areas, applications in the MPA's should be submitted by November 22, 2024.

Awards will be announced around the end of February 2025. Applications will only be accepted from certified Local Public Agency Employee in Responsible Charge (LPA ERC) through INDOT's online application (Local Call Application) accessed through INDOT Technical Applications Pathway (ITAP). To get access to ITAP, the ERC must have an Access Indiana account. ITAP account New User Requests and New Application Requests will not be processed between November 20, 2024 and the end of the Call for Projects on December 6, 2024. Applicants must not be in arrears to INDOT for more than 60 days. Applicants must not be within the urbanized area of any Metropolitan Planning Organization (MPO).

## Requirements for Applications:

In addition to the online project application, the following additional supporting documents are required to be uploaded for all applications.

- The LPA must submit a Financial Commitment Letter on the LPA's letterhead, signed by the fiduciary body of the LPA, containing the amount, source, and year of expenditure of the LPA project match.
- The LPA must have and submit a compliant Title VI Transition Plan and a compliant ADA Implementation Plan to INDOT to be eligible for funding. LPAs are required to submit a Title VI Transition Plan yearly to INDOT on or before October 1<sup>st</sup>. ADA Implementation Plans are required to be submitted to INDOT every three years. If the LPA has not submitted a compliant Title VI/ADA Plan, one must be submitted with the application. If a plan has been submitted, and if the LPA knows or suspects they have ADA and/or Title VI deficiencies, or they have received a letter from INDOT indicating so, the LPA must provide a commitment letter with their application confirming these deficiencies and how and when the deficiencies will be addressed. If the LPA does not have a compliant Title VI/ADA Plan, the LPA must submit a voluntary commitment letter (VCAP) verifying that the community will provide a compliant ADA Transition Plan and Title VI Implementation Plan by a specified date no more than 120 days from the date of the letter's execution. For example, if the LPA's letter is dated October 1, 2023, the LPA's ADA/Title VI Plans *must* be submitted to INDOT on or before January 29, 2024, or risk losing funding eligibility. A sample letter is available on the INDOT website, or the LPA can use any format as long as the VCAP contains:
  1. Identification of the individual responsible to ensure the deficiencies are resolved and contact information for that individual.
  2. Identification of every deficiency being addressed with a summary of the action plan to address those deficiencies.
  3. Estimated timeline for resolution of each deficiency.
  4. A statement of commitment to resolving the deficiencies by a representative of the community authorized to commit the community.
- The application must include a map at sufficient scale to clearly identify beginning and ending points of project. Include photographs of project area and required work if possible.
- If the project is a Bridge project, the latest bridge inspection report for the bridge is required. New Bridges and INDOT bridges are not eligible. To be eligible for this call, bridges must be rated as 4 or less in the database of bridges in either the Deck, Superstructure, Substructure, Culvert, or Wearing Surface. If the bridge is a historic bridge, we highly recommend that you have a Historic Bridge Alternative Analysis done prior to submitting for funding.
- If the project is eligible for Highway Safety Improvement Program funding, then the Application for HSIP Systemic Project Eligibility must also be completed if it is for one of the eligible categories of Systemic work. A Road Safety Audit (RSA) must be included if for other HSIP eligible work. For Safety funding, the projects costs should be calculated 90/10.
- If the application is for either Road or Bridge Preventative Maintenance, the LPA must submit their Asset Management Plan to INDOT for approval before applying. The approved Pavement and Bridges AMP policy documents are listed above. Asset Management Plans for community crossings are not acceptable for federal funding.
- A well-defined scope of work and a detailed independent cost estimate prepared by the LPA; current traffic counts and crash data and utility information are required.
- Road projects must be on the Federal Aid Highway System to be eligible. On-System refers to roads classified as (1) all Arterials (Rural or Urban); (2) All Urban Collectors and Rural Major Collectors. Off-system refers to Rural Minor Collectors and Local Roads.

## Selection Process:

Each application will be scored by a team of INDOT experts in their related fields. Each District will assemble a team led by the district personnel familiar with LPA projects to score and rank projects by work type. Once all scores are compiled, a Central Office Team will review all final scores for accuracy and rankings by funding types.

Scoring criteria will include such items as but not limited to: Road AADT and AATT, LPA Past Performance; Planning Support, Community Support – Social Issues, Connectivity, Safety Improvements, Facility Condition, LPA who has Asset Management, Funding Participation, Funding Commitments, Economic Development; Previous/Existing Project and ADA accommodations.

## Contact Information:

Crawfordsville	Federal-Aid Program Director	Susie Kemp	765-361-5228	<a href="mailto:skemp@indot.in.gov">skemp@indot.in.gov</a>
	CCMG Program Director	Tessia Salsman	812-524-3969	<a href="mailto:tsalsman@indot.in.gov">tsalsman@indot.in.gov</a>
Ft. Wayne	Federal-Aid Program Director	Donya Larue	260-969-8277	<a href="mailto:dlarue@indot.in.gov">dlarue@indot.in.gov</a>
	CCMG Program Director	Daniel Heflin	260-399-7342	<a href="mailto:dheflin@indot.in.gov">dheflin@indot.in.gov</a>
Greenfield	Federal-Aid Program Director	Kelcie Bishop	317-232-3038	<a href="mailto:kebishop@indot.in.gov">kebishop@indot.in.gov</a>
	CCMG Program Director	Colette Ritter	317-899-8564	<a href="mailto:critter1@indot.in.gov">critter1@indot.in.gov</a>
LaPorte	Federal-Aid Program Director	Breanne Freese	219-325-7493	<a href="mailto:bfreese@indot.in.gov">bfreese@indot.in.gov</a>
	CCMG Program Director	Marcia Blansett	219-325-7564	<a href="mailto:mblansett@indot.in.gov">mblansett@indot.in.gov</a>
Seymour	Federal-Aid Program Director	Hayley Thomas	812-524-3721	<a href="mailto:hthomas@indot.in.gov">hthomas@indot.in.gov</a>
	CCMG Program Director	Pamela Rees	812-524-3771	<a href="mailto:prees1@indot.in.gov">prees1@indot.in.gov</a>
Vincennes	Federal-Aid Program Director	Brandi Mischler	812-895-7389	<a href="mailto:bmischler@indot.in.gov">bmischler@indot.in.gov</a>
	CCMG Program Director	Shawn Benner	812-895-7315	<a href="mailto:sbenner1@indot.in.gov">sbenner1@indot.in.gov</a>

If the Program Director listed above is unavailable, the LPA may contact Mike Cales at the INDOT Central Office, LPA Programs at 317-232-5021 or [mcales@indot.in.gov](mailto:mcales@indot.in.gov).

If INDOT learns that the federal funds available will be less than anticipated, INDOT reserves the right to proportionately reduce the federal funds available to award.

Sincerely,

*Kathy Eaton-McKalip*

Director – Local Programs