



Guidelines for TIP Amendments & Administrative Modifications

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Topics

- Guidelines for Administrative Modifications
- Level of public participation and comment period
- Air quality conformity

OKI Guidelines for Administrative Modifications

- Approved by OKI Executive Committee in November 2021
 - Based on ODOT STIP guidelines
- Found in TIP Chapter 5
- Amendments: Major changes to project cost, timing, scope or addition/deletion of project or phase

Highway (FHWA Projects)	Transit (FTA Projects)
<ul style="list-style-type: none"> • Revision to projects in TIP Grouped Project 	<ul style="list-style-type: none"> • Revision to projects in TIP Grouped Project
<ul style="list-style-type: none"> • Phase funding revision within threshold 	<ul style="list-style-type: none"> • Project funding revision within threshold
<ul style="list-style-type: none"> • Revision to TIP Fund Type or FY within TIP period 	<ul style="list-style-type: none"> • Revision to TIP Fund Type of FY within TIP period
<ul style="list-style-type: none"> • Minor termini, scope, design, description, project name change (does not add/remove transportation feature) 	<ul style="list-style-type: none"> • Addition/removal/revision of FTA Activity Line Item (ALI) code
<ul style="list-style-type: none"> • Sponsoring Agency revision 	<ul style="list-style-type: none"> • Quantity revision
<ul style="list-style-type: none"> • Combining/Splitting of project/phase 	<ul style="list-style-type: none"> • Minor revision to project name or description (no scope added or removed)
<ul style="list-style-type: none"> • All other minor changes to projects, groups, and/or TIP document 	<ul style="list-style-type: none"> • All other minor changes to projects, groups and or TIP document and/or TIP document
<ul style="list-style-type: none"> • Unobligated projects/phases included in the TIP carried forward as part of next TIP update 	<ul style="list-style-type: none"> • Unobligated projects/phases included in the TIP carried forward as part of next TIP update

Revise the project phase funding amount in the TIP within the following thresholds for Highway (FHWA Projects):		Revise the project phase funding amount in the TIP within the following thresholds for Transit (FTA projects):	
Current Project Phase Cost	Amendment Needed if Project Phase Cost Changes More Than:	Current Project Phase Cost	Amendment Needed if Project Phase Cost Changes More Than:
\$1 to \$3,000,000	\$1,500,000	\$1 to \$600,000	\$300,000
\$3,000,000 to \$5,000,000	50%	\$600,000 to \$1,000,000	50%
\$5,000,000 to \$10,000,000	30%	\$1,000,000 to \$5,000,000	30%
\$10,000,000 or greater	20%	\$5,000,000	20%

OKI Public Participation Plan

- Decision Tree in OKI Participation Plan (adopted February 2022)
- Administrative Modification
 - No public comment period
 - Review and approval by ICC
 - Conformity is not required
- TIP Amendment
 - OKI initiates Interagency Consultation
 - Public Participation, posting on OKI's website and opportunity to provide comment for at least 14 days prior to approval
 - Approval by Resolution at OKI Board of Directors or OKI Executive Committee meeting
 - Resolution sent to IAC and state DOT for inclusion in the STIP
 - Air Quality conformity required if Amendment involves non-exempt project

Air Quality Conformity

- TIP Amendment with non-exempt project consistent with OKI 2050 MTP, no major change in timing or scope
- TIP Amendment with non-exempt project not consistent with OKI 2050 MTP, or major change in timing or scope.

TIP Change Deadlines

- TIP Modification – submit to OKI up to 1 day before ICC meeting (2 weeks preferred)
- TIP Amendment – submit to OKI at least 15 days before Board/EC action
- TIP Amendment non-exempt and not consistent with MTP – submit to OKI 90 days before Board/EC action and allow additional 60 days for USDOT review
- Other considerations
 - STIP update schedule
 - OKI meeting schedule