

TOWNSHIP TRANSPORTATION FUNDING PROGRAM FAQ

1. How to apply for more than one project in the Township?

If you have a project that will require you to change the X on the map showing where the project is located, that should be a second application. For example, if a township has 10 miles of roads it wants to apply for gravel that amounts to four different locations, submit four applications. Somewhere in the project narrative, please provide us with a priority among those projects. This priority provides us with a better understanding of the different projects you are submitting. Even if all of the projects are gravel, it will be helpful to understand a priority in the event all projects cannot be funded.

2. If a project that we submit for a grant is approved, will the township receive all the money up front to complete the project? Or, will we receive a percentage of the total grant?

If you have an approved project that receives funding, the terms of the grant will be communicated with that Township.

3. What happens if we are approved for graveling to be done on our township roads, and we apply for a certain dollar amount that we anticipate the project will cost, but the cost ends up being less? Do we need to return the grant overpayment amount with interest?

Approved projects will be reviewed based on the federal grant received. Adjustments to approved projects may be allowed depending on the amount of the grant funds received. The Township will not receive grant funds directly.

4. What if the project estimate is low and the project ends up costing more than what we applied for in the grant due unforeseen situations such as having to haul gravel from a longer distance than what was anticipated? Our township dollars are very limited, so we don't want to get stuck with debt we cannot repay.

We are asking townships to give us the best estimate possible, including issues related to the cost of fuel and distances traveled for delivery of any product (gravel or otherwise). UGPTI working with NDDOT will review the costs submitted and will adjust those estimates accordingly to account for any Federal requirements. Every effort will be made to ensure projects are on budget. If a project runs high, discussions among all parties will be had to account for the cost overrun.

5. How long will we have to complete a road project? What happens if the road work can't be completed within one year? Two years?

Any federal grant applied for and received will have requirements on when projects will need to bid, constructed, and the last payments made. These terms will be communicated with any Township that has an approved project. HB 1015 allocated funding through June 2023 to be used to match any Federal grant received. It is anticipated that a request will need to be made to State Legislators to extend the availability of HB 1015 funds to ensure those funds remain available past this date.

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6. **If, for some unforeseeable reason, the project is unable to be completed, are we able to return the grant funding with interest?**

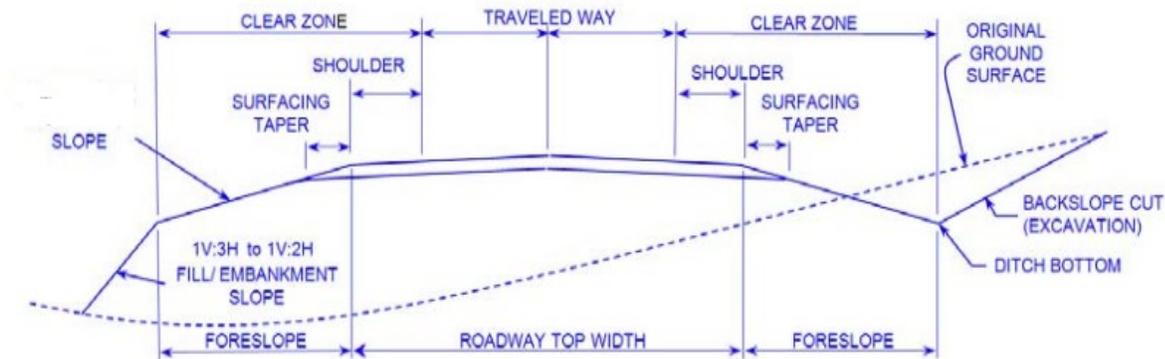
Grant funding will be done strictly on a reimbursement basis and will not be provided directly to any Township. If you have a project that has any uncertainty, please be clear of that fact in the application narrative.

7. **What are the minimum roadway standards? Do you have a drawing of a roadway with parts labeled to help me understand the minimum standards?**

Each of the 53 counties has design standards for the county and local roads within their jurisdiction. These are posted on the NDSU-NDLTAP website at the link below:

<https://www.ndltap.org/resources/downloads/county-township-design-standards.pdf>

Source of Cross-section image – Wyoming DOT Road Design Manual



8. **Culverts in our township are rusted out. Can we submit a culvert replacement project? If we do, do we have to use end sections and is an engineering review required to replace the pipes?**

Yes, a culvert replacement project would be an acceptable application. On the project map, mark the location of all culverts that will be replaced. If possible, give current measurements of the culverts, any expected changes, and any priority of replacing the culverts (if possible). ALL culverts being replaced need to follow North Dakota Administrative Code 89-14-01.

9. **Is there a dollar limit?**

There isn't a dollar limit on the size of project you can submit.

10. **Will someone come to our township to look over the road projects that we submit grant money requests on before the grants are approved?**

UGPTI, working with NDDOT, will review your application and may add funds to a project costs to account for engineering and environmental services that may be required to meet the granting agency requirements.

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11. If it's a multi-Township project which Township applies for the project or do all Townships involved need to apply?

Only one township should apply for a specific project and be listed as the project sponsor or lead Township to be contacted. The assumption is the multi-township project is a continuous road between two (or more) townships. Within the project narrative of that application, be clear that multiple townships are involved in the discussion and planning of the application, including names of the officers and the township.

12. Do we need an engineering and or environmental study?

Engineering and environmental services will likely be required, as there will be Federal dollars involved. However, townships are not being asked or expected to have this done prior to submitting an application. When UGPTI and NDDOT evaluates the applications, we are reserving the option of adding dollars to the total project cost to account for engineering and environmental services (pre and/or post).

13. Should I notify or work with my County Road Superintendent on the application submittal?

Although townships are not required to work with the County Road Superintendent, UGPTI and NDDOT encourage townships to discuss the project with that person. A township will be better served anytime it can show active involvement from other entities who can support the application

14. How can I estimate the cost of the project?

If you have a local contractor who is capable of doing the project if the township had the funding available, request an estimate from that company. Pre and/or post engineering and/or environmental services do not need to be included in the original estimate, as UGPTI and NDDOT will account for that in the review of projects. The actual work will need to be bid, however.

15. What will the forms look like and/or what documentation will be needed to be filed once an approved project is completed? To whom do we submit this data?

Any approved project(s) will be required to be bid and the agency that is awarded the federal grant will reimburse the contractor directly. This is a similar approach on how NDDOT and the Counties partner on federal aid projects.

16. What is the clear zone on a typical township road?

The clear zone depends on the design speed, the foreslope and the average daily traffic of the roadway. Page 251 of the NDDOT Design Manual provides the suggested clear zone values for various roadways.

<https://www.dot.nd.gov/manuals/design/designmanual/Chapter%203.pdf>

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DESIGN CLEAR ZONE DISTANCE

Design Speed (mph)	Design ADT***	Foreslopes					Backslopes				
		FLAT	1V:6H	1V:5H	1V:4H	1V:3H	1V:3H	1V:4H	1V:5H	1V:6H	FLAT
≤40	UNDER 750	7-10	7-10	7-10	7-10	**	7-10	7-10	7-10	7-10	7-10
	750-1500	10	12	12	14	**	12-14	12-14	12-14	12-14	12-14
	1500-6000	12	14	14	16	**	14-16	14-16	14-16	14-16	14-16
	OVER 6000	14	16	16	18	**	16-18	16-18	16-18	16-18	16-18
45-50	UNDER 750	10	12	12	14	**	8-10	8	10	10	12
	750-1500	14	16	16	20	**	10-12	12	14	14	15
	1500-6000	16	18	20	26	**	12-14	14	16	16	18
	OVER 6000	20	22	24	28	**	14-16	18	20	20	22
55	UNDER 750	12	14	14	18	**	8-10	10-12	10-12	10-12	10-12
	750-1500	16	18	20	24	**	10-12	14	16	16	18
	1500-6000	20	22	24	30	**	14-16	16	18	20	22
	OVER 6000	22	24	26	32*	**	16-18	20	22	22	24
60	UNDER 750	16	18	20	24	**	10-12	12	14	14	16
	750-1500	20	24	26	32*	**	12-14	16	18	20	22
	1500-6000	26	30	32*	40*	**	14-18	18	22	24	26
	OVER 6000	30	32*	36*	44*	**	20-22	24	26	26	28
65-75	UNDER 750	18	20	20	26	**	10-12	14-16	14-16	14-16	14-16
	750-1500	24	26	28	36*	**	12-16	18	20	20	22
	1500-6000	28	32*	34*	42*	**	16-20	22	24	26	28
	OVER 6000	30	34*	38*	46*	**	22-24	26	30	28	30

Notes:

*Where a site specific investigation indicates a high probability of occurrences are indicated by crash history, the designer may provide clear zone distance greater than 30 feet as indicated. Clear zone may be limited to 30 feet for practicality and provide a consistent roadway template if previous experience with similar projects or design indicates satisfactory performance.

**Since recovery is less likely on unshielded traversable 3:1 slopes, fixed objects should not be present in the vicinity of the toe of these slopes. Recovery of high speed vehicles that encroach beyond the edge of the shoulder may be expected to occur beyond the toe of the slope. Determination of the width of the recovery area at the toe of the slope should take into consideration right of way availability, environmental concerns, economic factors, safety needs and crash histories. Also, the distance between the edge of the travel lane and the beginning of the 3:1 slope should influence the recovery area provided at the toe of the slope. While the application may be limited by several factors, the fill slope parameters, which may enter into determining the maximum desirable recovery area, is illustrated in Figure 3-2, AASHTO Roadside Design Guide (2011).

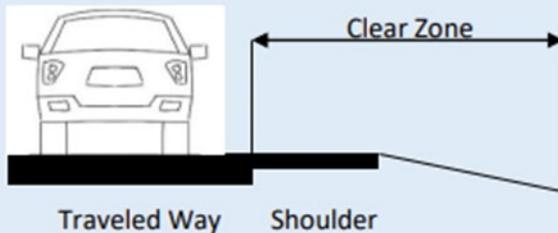
***Design ADT is the total ADT for both directions of travel for the design year. This applies to both divided and undivided facilities. Typically is based on the 20 year projected ADT.

Ref: NDDOT Design Manual, Appendix III-14-B, Revised Jan 26, 2016.

The image below gives a general guide to what constitutes a clear zone.

CLEAR ZONE DEFINITION

The unobstructed, traversable area provided beyond the edge of the through traveled way for the recovery of errant vehicles. The clear zone includes shoulders, bike lanes, and auxiliary lanes, except those auxiliary lanes that function like through lanes.



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- 17. I understand that the bridges are the responsibility of the County. The smaller bridges should be replaced with pipe or small box culverts. Can these replacements be covered under this program or does the county need to look for other funding options?**

NDDOT has new county bridge (>20') funding that will be available soon. For a bridge to be considered under that funding option, the county will need to make that specific bridge a priority. Shorter bridges (<20') being changed to pipe or box culverts could be funded under the township transportation funding program. Longer bridges MAY be considered on a case by case basis, possibly in partnership with other NDDOT funding options.

- 18. Once a grant application is approved, how long will it take for our Township to receive money to begin work on a project?**

The critical thing to understand with this funding is that there is a requirement that UGPTI secure an equal amount of Federal funds to match the State appropriation. If UGPTI secures a \$1,000,000 grant for gravel (for example), \$2,000,000 in gravel projects could be approved. Unfortunately, we will not know for sure when the Federal match will be secured or for what type of project at this time.

- 19. Will there be requirements to meet to obtain this grant, like the thickness of the gravel? Does the gravel have to come out of gravel pits that are specially approved? Can the gravel come out of a pit in Shade Hill, South Dakota, or does gravel need to come from within North Dakota? Do we add 25 percent to the gravel amount to allow for compaction? What is the gravel specification that we should use? Does gravel need to be specified and tested to meet state and federal bidding requirements?**

The projects being approved are **STRUCTURAL UPGRADES** (minimum of 3" of gravel) to the road, not maintenance of such. The thickness of gravel is a compacted thickness and will be required to be specified and tested. The gravel will be required to come from environmentally cleared pits that meet the specification. There are areas of the state that do not have sufficient gravel, as such, pits outside of the state are acceptable provided they meet the specifications, etc.

- 20. What grant sources are being applied for? Do you have links for the grants or info?**

UGPTI and NDDOT will be looking at multiple federal agencies to match the State appropriation from HB 1015. Different federal agencies will be looked at based on the project type(s) submitted. Any federal grant received for a project application will be shared with that applicant on the requirements.

- 21. Is this only available for organized townships? Can counties with unorganized townships apply for township road improvements?**

Counties can apply for projects in unorganized Townships. The projects need to be on roadways considered a Township road, not a County Road.

- 22. Who will prepare the plans and watch the project constructions?**

The assumption is project plans will be prepared by a consultant at this time. UGPTI and NDDOT will be budgeting for pre and/or post engineering and environmental services needed on any project to be sure all projects meet the necessary Federal requirements.