

2025 Federal Transportation Improvement Program (FTIP) Checklist for Caltrans FTIP Coordinator

I. Timeline:

Ensure each Metropolitan Planning Organization (MPO) submits the following items to Caltrans:

- ❖ The *Draft 2025 FTIP* at the start of the FTIP public review period but no later than **August 30, 2024**.
- ❖ Upload the Final 2025 FTIP, along with any amendments and to the 2025 FTIP in the California Transportation Improvement Program System (CTIPS) by **September 30, 2024**.
- ❖ Email web-link to the Final 2025 FTIP and amendments to Caltrans by **September 30, 2024**.

II. FTIP Package Submittal:

Paper copies of the draft or final 2025 FTIPs are not required.

Verify that the draft and final FTIP package includes the following:

- ❑ Project Listings
 - Projects that are Transportation Control Measures (TCMs) are identified
- ❑ Detailed listings for highway and transit grouped projects (back-up listings)
- ❑ Projects consistent with 23 CFR 667 requirements/analysis
- ❑ Board resolution that addresses the following. Include signed board resolution with your final 2025 FTIP.
 - Consistency with the metropolitan transportation planning regulations per Title 23 Code of Federal Regulations (CFR) Part 450
 - Consistency with the Regional Transportation Plan (RTP)__(e.g. RTP 2030)
 - Financial constraint – the enclosed financial summary affirms availability of funding
 - Meets air quality conformity
 - Does not interfere with the timely implementation of the TCMs contained in the State Implementation Plan
 - Compliance with the performance-based planning requirements
 - Completion of the public participation process in accordance with the MPO's Public Participation Plan (PPP)
- ❑ Federal Performance Measures:
 - The FTIP must be designed such that once implemented, it makes progress toward achieving the performance targets established under

- 23 CFR 450.306(d).
- Include description of the anticipated effect of the FTIP toward achieving the performance targets identified in the metropolitan transportation plan/RTP, linking investment priorities to the performance targets.
- Submit FTIP Performance Measures Reporting Workbook in Excel via email.
- Financial Summary
 - Includes financial information covering the first four years of the FTIP
 - Excel file submitted electronically using template dated _____
- Include analysis of revenues dedicated for maintaining and operating the federal-aid system
- Air quality conformity analysis and determination, including the Conformity Analysis Checklist for MPO TIPs/RTPs
- Public Participation Process/Interagency Consultation
- Expedited Project Selection Procedures (EPSP) documentation
- Web link to the CMAQ and STBGP project selection process