

SOUTHEAST REGIONAL TRANSPORTATION PLANNING ORGANIZATION (SERTPO)

2019 Roadway Application Schedule

Program Activity	Due Dates		
<p>RTPO-Established Deadlines SERTPO approves application due dates for the Roadway Program during its scheduled meeting.</p>	1/03/2019		
<p>Call for Projects SERTPO issues the Call-for-Projects to SERTPO Members and Local Governments.</p>	1/03/2019		
<p>PFFs Due Date Local Governments submit their PFF to their respective SERTPO Manager by PFF due date.</p>	1/23/2019		
<p>Feasibility Reviews SERTPO Managers schedule feasibility reviews for each PFF submitted. SNMEDD, EPCOG, NMDOT and Local Governments participate in meetings held at local government offices. Feasibility reviews will be held as soon as possible to afford applicants more time for final application preparation.</p>	1/24/2019 through 2/13/2019 (3 weeks)		
<p>Final Application Preparation Applicants have 3 weeks or longer, depending on when their feasibility review was held, to prepare their final Project Application, PPF and supporting documentation. Applicants must follow the <i>2019 Roadway Application Schedule</i> and <i>Project Application Guidelines and Rating Criteria</i>—two separate documents.</p>	2/14/2019 through 3/06/2019 (3 weeks)		
<p>Final Applications Due to SERTPO SERTPO Managers receive final application packets by the end of business (5:00 p.m.) on this date. Upon receipt of final application packets, SERTPO Managers will distribute all applications through meeting packets delivered for SERTPO Member Review prior to the next regular SERTPO Meeting.</p>	3/06/2019		
Application Processes			
<p>Application Process A local/county/tribal government may make single application for one project for the Roadway Program. Final Roadway applications will be included on the 2019 RTIPR. The NMDOT District 2 office will review the RTIPR and announce its selection of funding for local-lead Roadway project(s) to RTPO staff, who will, in turn, notify SERTPO/local governments.</p>			
<p>Applications and Related Information Application forms and related information can be accessed online at https://snmedd.com/roadway-program/ or by contacting Transportation staff at their respective COG office.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p>Mary Ann Burr, Program Manager Southeastern NM Economic Development District (SNMEDD) 1600 SE Main, Suite D, Roswell, NM 88203 (575) 624-6131 mbsnmedd@plateautel.net</p> </td> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p>Vincent Soule, Transportation Planner Eastern Plains Council of Governments (EPCOG) 418 Main Street, Clovis, NM 88101 (575) 762-7714 vsoule@epcog.org</p> </td> </tr> </table>		<p>Mary Ann Burr, Program Manager Southeastern NM Economic Development District (SNMEDD) 1600 SE Main, Suite D, Roswell, NM 88203 (575) 624-6131 mbsnmedd@plateautel.net</p>	<p>Vincent Soule, Transportation Planner Eastern Plains Council of Governments (EPCOG) 418 Main Street, Clovis, NM 88101 (575) 762-7714 vsoule@epcog.org</p>
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<p>Method of Delivery Applications may be submitted by regular mail, email, facsimile, electronically through the internet (especially for large files) and/or hand delivery. The most common method used is email delivery. For email submission, early submission is encouraged as there is always some risk in delivery (i.e., e-mail storage limitations, server difficulties, etc.). Application packets must be received by their respective COG office by the end of business (5:00 p.m.) on the due date. E-mail submissions must be dated by 5:00 p.m. Late or incomplete application packets will be rejected.</p>			
<p>Verbal Presentation Applicants who submitted final applications are expected to make a verbal presentation on their project for approximately 10 minutes (including Q&A) at a scheduled SERTPO meeting. Presenters are welcome to make PowerPoint presentations and may distribute handouts to Committee members. Presenters may bring their presentations on their own media (CD or USB flash drive) or send presentation to Mary Ann Burr for pre-meeting set-up (on laptop).</p>			