



**Fund Application Guidelines for the  
2016 State Transportation Innovation Council (STIC)  
Incentive Program**



**Colorado Department of Transportation  
4201 East Arkansas Avenue  
Denver, Colorado 80222**

# 2016 STIC Incentive Program Application

The Federal Highway Administration (FHWA) State Transportation Innovation Council (STIC) Incentive program provides resources to help STICs make innovations standard practice in their States. Under the program, technical assistance and limited funds are available to support or offset the costs of standardizing innovative practices in a State transportation agency (STA) or other public sector STIC stakeholder. The funding opportunity is \$100,000 per State per year; this may be on a single project, or may be split among different projects Further guidance available on the [FHWA website](#).

Please return your completed application to [Gary Vansuch](#) via email ([gary.vansuch@state.co.us](mailto:gary.vansuch@state.co.us)) by 5:00 PM on Friday, April 29, 2016

## Executive Summary

### 1. Project Title:

**2. Project Abstract:** Succinctly describe how Colorado STIC Incentive funds will be used to complete your proposed project.

Describe the project that is to be implemented under this request:

- Project purpose.
- Benefit to the State of Colorado.

## General Information

**1. Provide a Brief Description of the Proposed Project:** describe the scope of work that is to be completed with this funding request.

Include:

- Whether this is a complete project or part of a larger-phased project.
- Project benefits, relating to Key Innovation Areas promoted by STIC:
  - Ease of Implementation and Usefulness to CDOT statewide (30%)
  - Readiness of Implementation (20%)
  - Mobility (10%)
  - Longer-lasting transportation Materials (10%)
  - Transportation Safety (10%)
  - Transportation Process Efficiencies (10%)
  - Transportation Operational Efficiencies (10%)

Note:

- The Key Innovation Areas provide the rubric criteria for project selection; the listed percentages indicate the weighted importance of each area.

**2. Explain how the proposed project relates to:** innovation, an Every Day Counts Initiative, or a Lean Everyday Idea.

Specify how you plan for the innovation to become a standard practice within Colorado

**3. Amount of STIC Incentive Funds Requested:** provide a line-item cost estimate that is reflective of the total cost of the proposed project.

- Each line item should be associated with a completed task, deliverable, or outcome that contributes to the completed funding request.
- If partial funding is available, line-item estimates will aid in the development of funding recommendations and provide the applicant the opportunity to fully complete individual components of the funding request.

Note:

- Please indicate if you are willing to accept partial funding of the proposed project.

**4. Commitment of Other Funds:** Funding is an 80/20 match (required by CDOT).

Indicate the amounts and sources of non-federal funds that constitute the 20% match:

- Possible sources: Private funding, other public funding and/or, third party in-kind services (non-monetary soft match).

Note:

- Only indicate funding that has documented commitments from the controlling entity.

## Project Specifics

**1. Project Schedule:** show how the work will be advanced in the fiscal year for which the funds are being requested.

Include a table with:

- Start and end dates. (Project must be completed by: September 30, 2017)
- Anticipated project timeline, including: 6-month report and spending schedule.

<b>Example</b>	Project Launch	First Milestone	Progress Report	Second Milestone	Project Finish
Date:	Sept. 2016	Winter 2016	Spring 2017	Summer 2017	Sept. 2017
Remaining Funds:	\$20,000	\$12,000	\$8,000	\$2,000	\$0

Note:

- Applications should only be submitted for projects that are ready to advance if funded.

**2. Project Administration:** how the project will be administered.

Details:

- Include entity administering the project: metropolitan planning organization, local government, tribal government, or other similar entity.
- Include a letter or e-mail that confirms this by the appropriate entity.
- If the project is to be allocated to an organization other than CDOT:
  - 1) indicate the means for coordination with CDOT,
  - 2) the ability to act on behalf of the applicant jurisdiction, and
  - 3) the ability to meet Federal funding requirements. If this information is not included, the project will not be considered ready to advance.

Note:

- Proposals must be submitted by public sector organizations, such as city, county, tribal, or state government organization or federal agencies operating in Colorado.

**3. Indicate where the project references the STIC implementation plan:**

- The STIC will support various forms of innovation throughout the State of Colorado.
- The STIC will champion innovation and promote use of that innovation.
- The STIC will support through various opportunities to advance innovation including:
  - o Advancement of Every Day Counts Initiatives
  - o Advancement of CDOT’s Every Day Ideas Initiatives
  - o LTAP Innovation Initiatives
  - o Implementation of Innovative Research
  - o Innovations promoted by State, Local, and Tribal governments or other public agencies (i.e. MPOs)
- The STIC will be a forum to share information and foster innovation

## **Reporting Requirements**

**Reporting Requirements:** Any recipient of STIC funding is required to submit reports every 6 months after receiving notifications of funds being awarded, continuing for 1 year following project completion.

List the project contact representative that will submit:

- Reports on the progress of the project.
- Project completion report once finalized.
- Follow-up reports post project completion.

**For additional information, reference the attached document highlighting STIC's featured technologies for EDC-3.**



EDC-3 Suggestions  
for STIC Incentive Pr

You can also view fact sheets for each technology on the [FHWA Website](#)

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