

INTENT OF BASE PROJECT SCHEDULE

The intent and purpose of the base schedules is to provide information to the Transportation Policy Board (TPB) on the risk the region has in meeting its annual Obligation Authority target by August 1 of each year. It is intended to provide information in a timely manner to allow the TPB to adjust the program as necessary to ensure the region does not lose federal funds. Over the past few years, many regions around Washington State, including SCOG, have failed to meet the August 1st deadline to obligate federal funds. Because of this lack of timely obligation, our region is now at risk of losing regionally managed federal funds this federal fiscal year, ending September 30, 2018.

SCOG is required to deliver its targeted annual amount of federal funding by August 1st of each year. If the region does not meet its obligation target, federal funds that would have come to the region can be sanctioned, resulting in a loss of funding to projects that have been awarded Surface Transportation Program Block Grant or Transportation Alternative Program funds (now referred to as Surface Transportation Program Block Grant Set-Aside) through competitive project selection processes at SCOG.

To address this situation, Skagit Council of Governments (SCOG) is introducing a Base Project Schedule for every project that has been awarded SCOG regional funds and is in the 6-year Regional Transportation Improvement Program. The information requested is **intended to be critical for a project successfully obligating its federal funds awarded by SCOG**, not for project delivery after a project has obligated, nor intended to dictate project schedules to project owners. By monitoring base project schedules prior to obligation, SCOG can better inform the Transportation Policy Board whether or not the region is expected to meet our August 1st deadline. Proactive monitoring will also allow SCOG to act expediently to replace unobligated projects with competitively selected projects from a contingency list before the obligation deadline. More information about obligation policies can be found on SCOG's website ([Policy 9](#)) and the Washington State Department of Transportation's [website](#).

PROJECT INFORMATION

Project title:

Sponsoring agency:

TIP project ID:

TIP program year:

Project type (select one of the following options):

- | | | | |
|-------------------------------------|--------------------------|-----------------|--------------------------|
| A. Planning | <input type="checkbox"/> | C. Right of Way | <input type="checkbox"/> |
| B. Preliminary Engineering & Design | <input type="checkbox"/> | D. Construction | <input type="checkbox"/> |

PROJECT CONTACT

Name:

Phone:

Email:

ENVIRONMENTAL DOCUMENTS

Anticipated NEPA documentation required:

- | | | | |
|----------------------------------|--------------------------|--------------------------------|--------------------------|
| Categorical Exclusion | <input type="checkbox"/> | Environmental Assessment | <input type="checkbox"/> |
| Finding of No Significant Impact | <input type="checkbox"/> | Environmental Impact Statement | <input type="checkbox"/> |

Anticipated completion date of environmental review:

PROJECT TYPE

Fill out the section that matches the project type identified in the section above

A. PLANNING

APPLICABLE / NOT APPLICABLE

Expected obligation date:

Milestones needed to reach expected obligation date:

1. Included in SCOG's UPWP
- 2.
- 3.

Expected completion date:

Expected completion date:

Expected completion date:

B. PRELIMINARY ENGINEERING & DESIGN

APPLICABLE / NOT APPLICABLE

Expected obligation date:

Milestones needed to reach expected obligation date:

- 1.
- 2.
- 3.
- 4.
- 5.

Expected completion date:

Expected completion date:

Expected completion date:

Expected completion date:

Expected completion date:

C. RIGHT OF WAY

APPLICABLE / NOT APPLICABLE

Expected obligation date:

Milestones needed to reach expected obligation date:

1. Right of Way Plans Approved
2. Right of Way Certified
- 3.
- 4.
- 5.

Expected completion date:

Expected completion date:

Expected completion date:

Expected completion date:

Expected completion date:

D. CONSTRUCTION

APPLICABLE / NOT APPLICABLE

Expected obligation date:

Milestones needed to reach expected obligation date:

- 1.
- 2.
- 3.
- 4.
- 5.

Expected completion date:

Expected completion date:

Expected completion date:

Expected completion date:

Expected completion date: