

- **Federal Discretionary Funds**

When an entity in the State of Florida receives a discretionary award through a response to a Notice of Funding Opportunity (NOFO), there are generally three potential project delivery options summarized as follows:

- Delivery by a local agency as direct recipient:
 - The local agency submits a grant application through Grants.gov and receives an award directly from the federal agency.
- Delivery through the FDOT Local Agency Program (LAP):
 - The local agency receives an award and FDOT agrees to reimburse the local agency through the FDOT LAP program, the local agency would be a subrecipient to FDOT. This option is only available to FDOT LAP Certified entities. Local agencies must coordinate with FDOT prior to applying to the competitive discretionary grant program.
- Delivery by FDOT (FDOT Administered)
 - FDOT is the applicant or the local agency requests FDOT to administer the project on their behalf through a local resolution, then FDOT would be the direct recipient.

Projects that are required to be included in the local Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP) TIP/STIP:

- Federal discretionary grants that fund capital projects under Title 23 or Title 49, US Code typically must be in the TIP/STIP before executing a grant agreement with USDOT and/or the appropriate Operating Administration (e.g.: FHWA, FTA, FRA, etc.) or FDOT.
- If the project is programmed in the FDOT Tentative Five-year Work Program before July (or earlier if the MPO uses an extract from an FDOT snapshot to build their TIP), then the project will be included in the TIP/STIP that becomes effective October 1.
- TIP/STIP Amendments are required if the project is not in the current TIP/STIP, and the grant agreement must be executed before October.
- TIP/STIP Amendments are also required if the project is programmed after July and the grant agreement must be executed before October in the same year.
- Regionally significant projects that require Federal action by FHWA or FTA, regardless of funding source, must be in the TIP/STIP. Additionally, for information and conformity purposes, the TIP/STIP shall include all regionally significant projects proposed to be funded with Federal funds other than those administered by the FHWA or the FTA, as well as all regionally significant projects to be funded with non-Federal funds.

When applicable, a TIP/STIP Amendment must be processed using the STIP Amendment application. Consistency with the MPO's TIP and long-range transportation plan (LRTP) is required to process a STIP Amendment. Additional guidance on STIP Amendments may be found in the [Work Program Instructions \(Part IV\)](#).

Projects that are not required to be included in the TIP/STIP:

- Federal discretionary grants that are not funded under Title 23 (USDOT/FHWA) or Title 49 chapter 53, US Code (Federal Transit Administration), unless it's a regionally significant project.
 - Examples of grants not funded under Title 23 include Safe Streets for All (SS4A) Comprehensive Safety Action Plan Grants.

- SS4A Implementation Grants may need to be included in the TIP/STIP if they are determined to be regionally significant.

Regionally significant projects:

- Regionally significant projects are transportation projects that are on a facility that serves regional transportation needs (such as access to and from the area outside the region; major activity centers in the region; major planned developments such as new retail malls, sports complexes, or employment centers; or transportation terminals) and would normally be included in the modeling of the metropolitan area's transportation network.
- At a minimum, this includes projects on all principal arterial highways and all fixed guideway transit facilities that offer an alternative to regional highway travel. Projects that may be grouped in the TIP/STIP or projects exempt from transportation conformity are not considered regionally significant.

Including Federal Discretionary Grant Projects in the FDOT Work Program for TIP/STIP purposes.

There are generally three methods that FDOT may consider when including the discretionary project in the FDOT's Tentative Work Program for TIP/STIP purposes or if the Department has agreed to help administer the project.

- *Direct Recipients of Federal Discretionary Funds*

Once a direct recipient is notified of the grant award by the Federal agency, i.e. USDOT and/or the appropriate Operating Administration (e.g.: FHWA, FTA, etc.), the local agency should contact the District Work Program Office and District MPO Liaison to discuss steps for programming the project. If the direct recipient administers the project directly with the Federal agency, the FDOT District will only need to program the project for incorporation into the TIP/STIP as a non-budgeted informational item.

- *Local Agency Delivery through the FDOT LAP Program*

If the local agency requests FDOT assistance administering the project or administers the project through the Local Agency Program (LAP), the FDOT District will program the project as budgeted. The local agency would then become a subrecipient to FDOT and the SUBR item group should also be programmed. See the Work Program Instructions (WPI) for additional details if a budgeted project needs to be amended into current year of the adopted work program if the change meets the criteria as provided in Section [339.135\(7\), F.S.](#) (see WPI, Part III, Chapter 3, Amendments).

- *Delivery by FDOT (FDOT Administered)*

When FDOT is the applicant or the local agency requests FDOT to administer the project on their behalf through a local resolution, then FDOT would be the direct recipient.