

## TRANSPORTATION IMPROVEMENT PROGRAM

### Review Checklist

## TRANSPORTATION IMPROVEMENT PROGRAM (TIP) REVIEW CHECKLIST

The following TIP Review Checklist is provided to assist in the review of the TIP. This Review Checklist is to be completed and included in the MPO's final TIP Document.

Comments should be categorized as:

**Editorial:** The MPO may address comments regarding grammatical, spelling, and other related errors, but this would not affect the document's approval.

**Enhancement:** Comments may be addressed by the MPO but would not affect the approval of the document, i.e., improve the quality of the document and the understanding for the public (improving graphics, re-packaging of the document, use of plain language, reformatting for clarity, removing redundant language).

**Critical:** The comment **MUST** be addressed to meet the minimum state and federal requirements for approval. The reviewer must clearly identify the applicable state or federal statutes, regulations, policies, guidance, or procedures to which the document does not conform.

If a question is categorized, a comment must accompany it. If a question is answered with "no," a comment must accompany it.

MPO: **Lake - Sumter Metropolitan Planning Organization**

Fiscal Years  
included: **2026 - 2030**

Review #:

Date of Review:

Reviewed by:

### TIP Format & Content

Does the cover page include the MPO name, address, and correct fiscal years and provide a location to add the date of adoption?

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the Table of Contents show the title of each section with the correct page number?

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP include an endorsement that it was developed following state and federal requirements and include the date of official MPO approval? This would be an MPO resolution or signed signature block on the cover.

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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[The resolution will be included after the June adoption at the LSMPO Board Meeting on June 18th.](#)

Does the TIP include a list of definitions, abbreviations, funding, phase codes, and acronyms?

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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#### TIP Narrative

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Does the TIP begin with a statement of purpose (provide a prioritization of projects covering a five-year period consistent with the LRTP, containing all transportation projects funded with FHWA & FTA funds and regionally significant projects regardless of funding source)? [23 CFR 450.326(a)]; [49 USC Chapter 53]

Yes ☒

No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Did the MPO develop the TIP in cooperation with the state and public transit operator(s), who provided the MPO with estimates of available federal and state funds for the MPO to develop the financial plan? [s. 339.175(8) FS]; [23 CFR 450.326(a)]

Yes ☒

No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP demonstrate sufficient funds (federal, state, local, and private) to implement proposed transportation system improvements, and identify any innovative financing techniques by comparing revenues and costs for each year? It is recommended that the TIP include a table(s) that compares funding sources and amounts, by year, to total project costs. [23 CFR 450.326(k)]; [23 CFR 450.326(j)]; [s. 339.175(8)©(3) FS].

Yes ☒

No ☐

[Choose an item.](#) [Click here to enter comments.](#)

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Does the TIP describe the project selection process and state that it is consistent with federal requirements in 23 CFR 450.332(b) and 23 CFR. 450.332(c) for non-TMA MPOs?

Yes ☒

No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP identify the MPO's criteria and process for prioritizing implementation of the transportation plan elements (including multimodal tradeoffs) for inclusion in the TIP and explain any changes in priorities from the previous TIP? The MPO's TIP project priorities must be consistent with the LRTP. [23 CFR 450.326(n)(1)]

Yes ☒

No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP describe how projects are consistent with the MPO's LRTP and, to the extent feasible, with port and aviation masterplans, public transit development plans, and approved local government comprehensive plans for those local governments located within the MPO area? [s. 339.175(8)(a) FS] For consistency guidance, see [Section 1. Florida LRTP Amendment Thresholds](#) and [Section 2. Meeting Planning Requirements for NEPA Approval](#).

Yes ☒

No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP cross-reference projects with corresponding LRTP projects when appropriate? [s. 339.175(8)(c)(7) FS]

Yes ☒

No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP include the FDOT Annual List of Obligated Projects or a link? The annual listing is located for download [HERE](#). [23 CFR 450.334]; [s. 339.175(8)(h), FS]

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Was the TIP developed with input from the public? [23 CFR 450.316]; [23 CFR 450.326(b)]; The document should outline techniques used to reach citizens (flyers, websites, meeting notices, billboards, etc.)

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP discuss the MPO's current FDOT annual joint certification and past FHWA/FTA quadrennial certification (for TMA MPOs)? For TMA MPOs the TIP should include the anticipated date of the next FHWA/FTA quadrennial certification.

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP discuss the congestion management process? All MPOs are required to have a congestion management process that provides for the effective management and operation of new and existing facilities using travel demand reduction and operational management strategies. [s. 339.175(6)(c)(1), FS]

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP discuss the development of Transportation Disadvantaged (TD) services, a description of costs and revenues from TD services, and a list of improvements funded with TD funds? [s. 427.015(1) FS AND 41-2.009(2) FAC]

Yes ☒ No ☐

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP discuss how once implemented, the MPO will make progress toward achieving the performance targets for:

- ✓ Safety performance measures
- ✓ System performance measures
- ✓ Bridge performance measures
- ✓ Pavement performance measures
- ✓ State asset management plan
  - Including risk to off-system facilities during emergency events (if applicable)
- ✓ State freight plan

Yes ☒ No ☐

If the MPO incorporated the [TIP Performance Measures Template](#) directly or adapted it to suit their needs, they would have met the requirements. [23 CFR 450.326(c)]

[Choose an item.](#) [Click here to enter comments](#)

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Does the TIP discuss the anticipated effect of achieving the performance targets identified in the LRTP, linking investment priorities to those performance targets for:

Yes ☐ No ☒

- ✓ Safety performance measures

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- ✓ System performance measures
- ✓ Bridge performance measures
- ✓ Pavement performance measures
- ✓ State asset management plan
- ✓ State freight plan

If the MPO incorporated the [TIP Performance Measures Template](#) directly or adapted it to suit their needs, they would have met the requirements. [23 CFR 450.326(d)]

Choose an item. [Click here to enter comments](#)

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Does the TIP include all Federal discretionary grants that fund capital projects under Title 23 or Title 49, USC, per the Infrastructure Investment and Jobs Act (IIJA)? Federal discretionary grants that fund capital projects must be in the TIP before executing a grant agreement with USDOT. For more information, see this [link](#).

Yes ☐ No ☒

Choose an item. [Click here to enter comments](#)

N/A

[There are no discretionary grants for capital projects.](#)

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Does the TIP contain projects listed in the [FDOT 23 CFR Part 667 Report](#)?

Yes ☐ No ☒

If so, does the MPO reference the report in the TIP for that project?

Yes ☐ No ☐

Choose an item. [Click here to enter comments](#)

N/A

[There are no projects that require emergency relief funds.](#)

### Detail Project Listing for Five Fiscal Years

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Does each project in the TIP include the following information?

- ✓ Sufficient description of the project (type of work, termini, and length)
- ✓ Financial Project Number (FPN)
- ✓ Estimated total project cost and year anticipated funding
- ✓ Page number or identification number where the project can be found in LRTP (spot check)
- ✓ Category of Federal Funds and source(s) of non-Federal Funds
- ✓ FTA section number included in project title or description

Yes ☒ No ☐

Choose an item. [Click here to enter comments](#)

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### TIP Review

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What date did the MPO upload the document into the [Grant Application Process \(GAP\)](#) System for review by the District, Office of Policy Planning, Florida Commerce, FTA, & FHWA? Include the date of submission in the comments.

Choose an item. [Click here to enter comments](#)

Page Numbers:

[Click here to enter notes](#)