

North Central Texas Council Of Governments

TO: Surface Transportation Technical Committee
and Regional Toll Revenue County Task Forces

DATE: July 27, 2012

FROM: Christie J. Gotti
Senior Program Manager, Transportation Project Programming

SUBJECT: Notice of Revenue and Project Tracking System (RAPTS) Upcoming Workshop

On August 24, North Central Texas Council of Governments (NCTCOG) staff will hold a RAPTS user workshop for entities that have or will receive Regional Toll Revenue (RTR) funds. This workshop applies to projects being implemented by local agencies, new RTR sustainable development projects, as well as on-system projects that are not implemented by the Texas Department of Transportation (TxDOT).

The first session of the workshop is geared toward individuals who are responsible for entering invoices and financial/project status information into RAPTS, especially individuals that are new to the RTR program. The second session will cover the RTR project close-out process explaining how to finalize projects as they near completion. In each session, time will be allotted to discuss reporting, contracting/agreements, invoicing, and environmental review.

Both sessions will be held at NCTCOG in the Transportation Council Room, 616 Six Flags Drive, Arlington. If you are new to the RTR project implementation process, need a refresher session, or need information about the project closeout process, please attend one or both sessions.

Date	Time	Session
Friday, August 24	10 am to 11 am	Overview of Online Reporting Requirements and New Online Features
	11 am to 12 pm	RTR Project Close-Out Procedures

Please respond to Laura Person at lperson@nctcog.org or (817) 608-2349 with the names and contact information of those planning to attend in order to ensure that sufficient training materials are on hand. If you have any questions, please contact Angela Smith, Transportation Planner, at (817) 695-9254 or asmith2@nctcog.org.

Christie J. Gotti

AS:lp
cc: Regional Transportation Council



RAPTS Workshop

Revenue And Project Tracking System

August 24, 2012 – 10 a.m.



Agenda

- Purpose and Objectives Christie Gotti
- Environmental Review Process Sandy Wesch
- Invoicing Brian Murawski
- Status Reports Angela Smith
- Sustainable Development Projects Patrick Mandapaka
- Questions/Comments All

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RAPTS

REVENUE AND PROJECT TRACKING SYSTEM

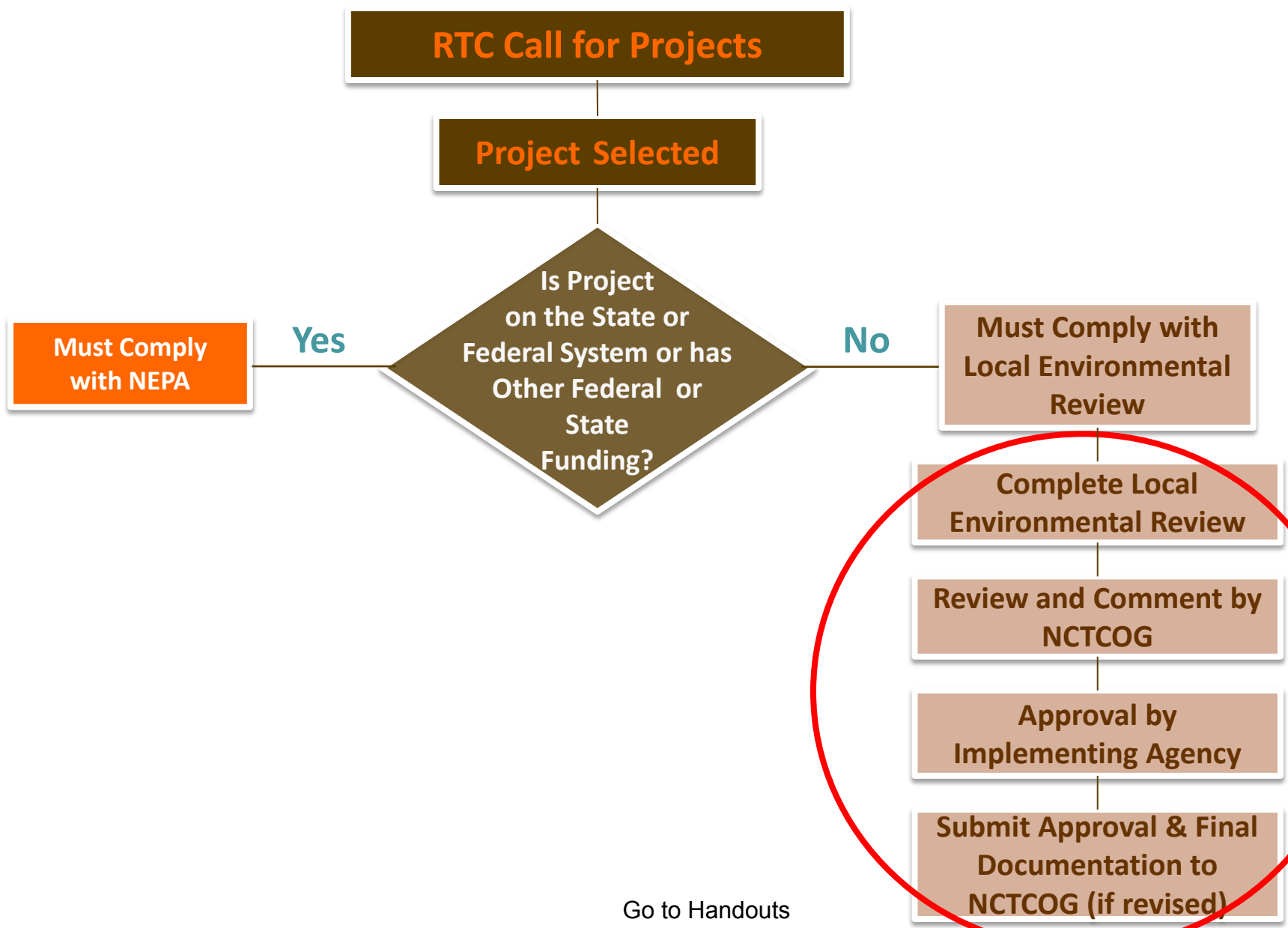
Environmental Review Process

Sandy Wesch

Go to Handouts

Documentation

- All RTR projects require environmental review per 43 TAC, Part 1, Chapter 2, Subchapter A.
- The type depends on if the project is on the federal or state highway system and if the project also has federal and state monies.
- The purpose of the review is to ensure the implementing agency is complying with applicable state and federal laws and regulations.
- The environmental process must be completed before monies for either right-of-way acquisition or construction are distributed by TxDOT.



Go to Handouts

Local Environmental Review




- Documentation can be submitted based on your own local environmental review process.
- Checklist can be completed before funding agreement is signed with TxDOT.
- Send to NCTCOG via regular mail or e-mail but document needs to include a signature. NCTCOG review averages about two weeks.
- The approval should follow typical approval process for each implementing agency (i.e., city council or board approval).
- Following approval, submit letter or resolution to NCTCOG.

Local Environmental Review Checklist

- Many local governments do not have a formal local environment review process for transportation projects.
- To assist in fulfilling the local environmental review requirements, NCTCOG has developed two local environmental review checklists with instructions.

Go to Handouts



Environmental Review Checklist for

ENVIRONMENTAL INFORMATION	
29. Are there any state threatened or endangered species and/or their habitat located within the proposed project area? If no, go to 30.	<input type="radio"/> Yes <input type="radio"/> No
29A. Has coordination been initiated with TPWD?	<input type="radio"/> Yes <input type="radio"/> No
29B. If yes, explain the results of the coordination efforts and attach all relevant correspondence. If no, when will coordination be initiated?	
MIGRATORY BIRD TREATY ACT	
30. Based on field observations, are migratory birds located in the proposed project area?	<input type="radio"/> Yes <input type="radio"/> No
31. Are old or abandoned migratory bird nest located in the proposed project area? State the type of nest and abundance.	<input type="radio"/> Yes <input type="radio"/> No
32. Will the construction plans include specifications that will require compliance with the Migratory Bird Treaty Act?	<input type="radio"/> Yes <input type="radio"/> No
FARMLAND	
33. Does the proposed project area cross any prime or unique farmlands that is not already in or committed to urban development? If yes, fill out form CPA-106 and submit to the NRCS and attach a copy to this form.	<input type="radio"/> Yes <input type="radio"/> No
WETLANDS/WATERS OF THE US	
34. Will the project impact any USACE wetlands, water bodies, or streams? If no, go to 35.	<input type="radio"/> Yes <input type="radio"/> No
34A. Will the impacts be authorized under a NWP? If no, go to 34B.	<input type="radio"/> Yes <input type="radio"/> No
34A.i Will a PCN be required?	<input type="radio"/> Yes <input type="radio"/> No
34A.ii Specify what NWP will be used and the include date (or anticipated date) of permit.	NWP: _____ Date: _____
34B. Has the USACE issued the IP? List the date (or anticipated date) of permit. Attach all relevant correspondence.	<input type="radio"/> Yes <input type="radio"/> No Date: _____
WATER QUALITY	
35. Will the project require a USACE permit? If no, go to 36.	<input type="radio"/> Yes <input type="radio"/> No
35A. Are the impacts covered under the USACE permit equal to or greater than three acres of water bodies or wetlands or equal to or greater than 1,500 linear feet of stream? If no, go to 35B.	<input type="radio"/> Yes <input type="radio"/> No
35A.i. Has a Tier II Section 401 water quality certification been submitted to the TCEQ?	<input type="radio"/> Yes <input type="radio"/> No
35A.ii Have BMPs been included in the construction plans? Go to 36.	<input type="radio"/> Yes <input type="radio"/> No
35B. Has a Tier I Section 401 water quality certification checklist been completed for the permit and sent to the USACE with the PCN or IP (if applicable)?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable
36. Will the project disturb more than one acre but less than five acres? If no, go to 37.	<input type="radio"/> Yes <input type="radio"/> No
36A. Do the construction plans comply with the TPDES General Permit for Construction Activity and include a SW3P?	<input type="radio"/> Yes <input type="radio"/> No
37. Will the proposed project disturb more than five acres? If no, go to 38.	<input type="radio"/> Yes <input type="radio"/> No
37A. If yes, has a NOI been filed with the TCEQ detailing the SW3P for the project?	<input type="radio"/> Yes <input type="radio"/> No

Which checklist should be used?

- Full Checklist (8 pages)
 - Use if a project requires right-of-way, major construction, or permitting or is controversial.
- Simplified Checklist (1 page)
 - Use if a project would have little or no environmental impacts based up the type of work that is performed under normal circumstances.
 - Typical projects that may qualify include landscaping, fencing, signing, pavement markings, sidewalks, and traffic signals.

BEFORE using the *Simplified Checklist*, please call Nathan Drozd or Sandy Wesch to verify it is appropriate.

Go to Handouts

Checklists

- Under “Implementing Local Entity Projects with RTR Funds” on RTR web site
- Instructions/Guidelines:
<http://www.nctcog.org/trans/rtr/GlinesAug2011.pdf>
- Full Checklist:
http://www.nctcog.org/trans/rtr/LERForm_20101022.pdf
- Simplified Checklist:
<http://www.nctcog.org/trans/rtr/FormAug2011.pdf>

www.nctcog.org/trans/rtr/

Go to Handouts

The screenshot shows the RTR website interface. At the top, there is a navigation bar with the text "REGIONAL TOLL REVIEW". Below this, there are several menu items in blue boxes: "+ RTR Calls for Projects", "+ RTR Fund and Project Tracking System", and "+ Implementing Local Entity Projects with RTR Funds". The third menu item is expanded, showing a list of documents under the heading "Implementing Local Entity Projects with RTR Funds". The text below this heading reads: "TxDOT, cities, counties and other transportation partners were recipients of RTR funds... steps for initiating and implementing projects awarded RTR funds. Below are agreed... important to the process." There are two sub-sections: "Agreements" and "Environmental Review". The "Environmental Review" section is circled in orange and contains three items: "Instructions/Guidelines for Environmental Review Process for Local Projects (Au)", "Full Checklist -- Interactive PDF document form for environmental review [PDF]", and "Simplified Checklist [PDF]". Below this is the "Invoicing/Status Reporting" section, which states: "Entities implementing RTR funded projects are required to submit monthly reports to... online reporting system (<http://rtrinternal.nctcog.org>) for each phase of each project a... monthly reports should:"

Helpful Hints

- If hiring a consultant, make them aware of the checklist and/or contact NCTCOG to help develop the scope for the environmental work
- If using the checklist, the document needs to include a signature
- If a NEPA document was approved for the project prior to the funding change to RTR, submit the document and approval letter to fulfill the environmental requirement
- Attach additional pages, as necessary, to answer the questions

Environmental Review Process -- HANDOUTS

(below are three links to access the specified documentation)

[Instructions/Guidelines for Environmental Review Process for Local Projects \(August 2011\) \[PDF\]](#)

[Full Checklist -- Interactive PDF document form for environmental review \[PDF\]](#)

[Simplified Checklist \[PDF\]](#)

[Back to Environmental Review
Presentation Slides](#)

RAPTS

REVENUE AND PROJECT TRACKING SYSTEM

Online Reporting System
Invoicing Component

Brian Murawski



Invoice Management











Available RTR Project Invoices

Below are invoices you have permission to view or edit. To view or edit an existing invoice, click the "Detail" icon for the invoice. To create a new invoice, click "Create a new invoice." Separate invoices should be submitted for each project.

 [Create new invoice](#)

Show entries

Search:

Detail	TIP Code	Project Name	County Name	Cities	Invoice #	Status	Invoice Date	Current Period Interest	Current Period Expenditures
	20056	14TH STREET	COLLIN	PLANO	128	Completed	8/31/2009	\$4,088.09	\$0.00
	20056	14TH STREET	COLLIN	PLANO	164	Completed	9/30/2009	\$0.00	\$0.00
	20056	14TH STREET	COLLIN	PLANO	165	Completed	10/31/2009	\$7,640.27	\$0.00
	20056	14TH STREET	COLLIN	PLANO	166	Completed	11/30/2009	\$8,046.50	\$0.00
	20056	14TH STREET	COLLIN	PLANO	167	Completed	12/31/2009	\$0.00	\$140.00
	20056	14TH STREET	COLLIN	PLANO	168	Completed	1/31/2010	\$4,532.54	\$0.00
	20056	14TH STREET	COLLIN	PLANO	169	Completed	2/28/2010	\$8,121.20	\$0.00
	20056	14TH STREET	COLLIN	PLANO	170	Completed	3/31/2010	\$2,204.08	\$0.00
	20056	14TH STREET	COLLIN	PLANO	188	Completed	4/30/2010	\$4,533.70	\$802.20
	20056	14TH STREET	COLLIN	PLANO	189	Completed	5/31/2010	\$4,894.10	\$144,690.84

Showing 1 to 10 of 1023 entries



Please identify the individual who should be contacted should any questions arise regarding this invoice.

Changing "Status" of the invoice to "Completed" prevents further editing and submits the completed invoice to NCTCOG for review.

If a change needs to be made, please contact NCTCOG staff to request that the invoice status be changed to "Draft".

NCTCOG
North Central Texas Council of Governments RTR TIP Program

[Invoice Management](#) : 128

RTR Project Invoice ● - Indicates a Required field

General Invoice Information

Local Entity Contact Information

Name: Title:

Phone: Email:

Invoice Information

TIPCode:

Invoice #:

Auto-generated Version:

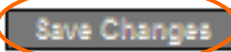
Inv. Date: Status:

“Current Period Interest” and “Current Period Interest %” should be entered for advance payments received for the project associated with this invoice.

RTR Funds Advanced to Local Entity
 + Total Interest Earned
 — Total RTR Expenditures
 —————
 RTR Cash Remaining

RTR Cash Flow

RTR Funds Advanced to Local Entity by TxDOT	Previous Interest Earned	Current Period Interest	Current Period Interest %	Total Interest Earned	Total RTR Expenditures	RTR Cash Remaining
\$5,883,904.00	\$0.00	\$ 4,088.09	1.11%	\$4,088.09	\$0.00	\$5,887,992.09

Save Changes in order for the system to accept your work. 

Current Project Funding

Below is the funding and expenditure information for each phase of this project for which RTR funds are awarded. To enter expenditure or status information for phase, click on the phase.

Phase	Year	Awarded Amount includes Local Match	Previous Expended	Current Expended	% Expended	% Complete	Phase Not Started
ROW	2009	\$108,160.00	\$0.00	\$0.00	0.00 %	0.00 %	<input type="checkbox"/>
CONST	2009	\$7,246,720.00	\$0.00	\$0.00	0.00 %	2.70 %	<input checked="" type="checkbox"/>
Totals:		\$7,354,880.00	\$0.00	\$0.00			

Available RTR Projects

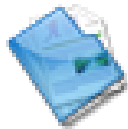
Expenditure and status information may be submitted for any of the projects below. RTR funds may not be expended prior to execution of an agreement with the Texas Department of Transportation.

Search:

Select	TIP Code	Name	On System	County	STIP Cycle	Total Funds
<input type="checkbox"/>	20096	14TH STREET	<input type="checkbox"/>	COLLIN	NOVEMBER 2008	\$7,354,880.00
<input type="checkbox"/>	11840	15TH ST CONNECTION	<input type="checkbox"/>	DALLAS	FEBRUARY 2012	\$1,268,538.00
<input type="checkbox"/>	11850	15TH STREET	<input type="checkbox"/>	COLLIN	MAY 2011	\$2,501,957.00
<input type="checkbox"/>	20252	1ST STREET	<input type="checkbox"/>	KAUFMAN	NOVEMBER 2010	\$859,705.00
<input type="checkbox"/>	20007	ADVANCE PURCHASE OF RAIL VEHICLES FOR DCTA LIGHT RAIL	<input type="checkbox"/>	DENTON	FEBRUARY 2008	\$71,500,000.00
<input type="checkbox"/>	20135	ATMS COMMUNICATIONS NETWORK	<input type="checkbox"/>	DALLAS	NOVEMBER 2008	\$3,032,000.00
<input type="checkbox"/>	20261	BIKEWAY NORTHWEST DRIVE IN MESQUITE	<input type="checkbox"/>	DALLAS	NOVEMBER 2011	\$2,550,000.00
<input type="checkbox"/>	20070	BNSF PASSENGER RAIL (COLLIN COUNTY SECTION)	<input type="checkbox"/>	COLLIN	NOVEMBER 2008	\$300,000.00
<input type="checkbox"/>	20128	BNSF PASSENGER RAIL (DALLAS COUNTY SECTION)	<input type="checkbox"/>	DALLAS	NOVEMBER 2011	\$80,000.00
<input type="checkbox"/>	20107	BNSF PASSENGER RAIL (DENTON COUNTY SECTION)	<input type="checkbox"/>	DENTON	NOVEMBER 2008	\$80,000.00

Showing 1 to 10 of 106 entries





Invoice Management : 128 : ROW 2009





Invoice Details: ROW

 - Indicates a Required field

Save Changes

Expenditure Information

Expenditures

	Awarded	Previous	Current Actual	Cumulative	Balance	% Expended
Total:	\$108,160.00	\$0.00	\$0.00	\$0.00	\$108,160.00	0%
RTR:	\$88,528.00	\$0.00	\$ <input type="text" value="00.00"/> 	\$0.00	\$88,528.00	0%
Local:	\$21,632.00	\$0.00	\$ <input type="text" value="00.00"/> 	\$0.00	\$21,632.00	0%

Cash Expended

Cash Remaining: \$108,160.00

Percent Expended: 0.00 %

Current actual expenditures should be entered for RTR funds and for any local funds being used for this phase.

RAPTS

REVENUE AND PROJECT TRACKING SYSTEM

Online Reporting
Status Report Component

Angela Smith

Online Reporting

Project Status Reporting

- Important factor for RAPTS transparency
- Monthly input beneficial

Phase Status Information

- Updating let and completion dates for each phase
- Summarizing completed activities/work

Supporting Documentation

- Phase attachments
- Before/after photos
- Consultant/Project Management reports



Invoice Management : 102 : CONST 2009



Invoice Details: CONST

Save Changes

Expenditure Information

Budget

	Awarded	Anticipated	Advanced
Total:	\$71,500,000.00	\$0.00	\$71,500,000.00
RTR:	\$57,200,000.00	\$ <input type="text" value="00.00"/>	\$57,200,000.00
Local:	\$14,300,000.00	\$ <input type="text" value="00.00"/>	\$14,300,000.00

Cost

	Previous	Current Actual	Cumulative	Balance	% Expended
Total:	\$0.00	\$0.00	\$0.00	\$71,500,000.00	0%
RTR:	\$0.00	\$ <input type="text" value="00.00"/>	\$0.00	\$57,200,000.00	0%
Local:	\$0.00	\$ <input type="text" value="00.00"/>	\$0.00	\$14,300,000.00	0%

Cash Expended

Cash Remaining: \$71,500,000.00

Percent Expended: 0.00 %

Please update the "Anticipated Expenditures" column to reflect the expected actual cost of completing this phase of the project.

Current actual expenditures should be entered for RTR funds and for any local funds being used for this phase.

Entering Status Information by Phase

RTR Cash Flow

RTR Funds Advanced to Local Entity by TxDOT	Previous Interest Earned	Current Period Interest	Current Period Interest %	Total Interest Earned	Total RTR Expenditures	RTR Cash Remaining
\$0.00	\$0.00	\$ 00.00	0%	\$0.00	\$0.00	\$0.00

Save Changes

Current Project Funding

Below is the funding and expenditure information for each phase of this project for which RTR funds are awarded. To enter expenditure or status information for phase, click on the phase.

Phase	Year	Awarded Amount includes Local Match	Previous Expended	Current Expended	% Expended	% Complete	Phase Not Started
ENG	2012	\$1,600,000.00	\$0.00	\$0.00	0.00 %	50.00 %	<input checked="" type="checkbox"/>
CONST	2014	\$5,000,000.00	\$0.00	\$0.00	0.00 %	0.00 %	<input checked="" type="checkbox"/>
Totals:		\$6,600,000.00	\$0.00	\$0.00			




Potential Changes to Awarded Funds



Invoice Management : 1060 : CONST 2014



Invoice Details: CONST

 - Indicates a Required field

Save Changes

Expenditure Information

Potential Changes to Awarded Funds

Budget

	Awarded	Anticipated	Difference
Total:	\$5,000,000.00	\$3,750,000.00	\$1,250,000.00
RTR:	\$4,000,000.00	\$ <input type="text" value="300000"/>	\$1,000,000.00
Local:	\$1,000,000.00	\$ <input type="text" value="750000"/>	\$250,000.00

Please update the "Anticipated Expenditures" column to reflect the expected actual cost of completing this phase of the project.

Phase Status

Start Dates:

Original Target:

Estimated:



Completion Dates:

Original Target:

Estimated:



The estimated Start date for this phase should be updated for each invoice until work on this phase has begun, at which time the actual Start date should be entered.

Entering Start Dates, End Dates, and Percent of Work Completed

Phase Status ↑

Start Dates:

Original Target:

Estimated: ●

Actual: ●

Completion Dates:

Original Target:

Estimated: ●

Actual:

Percent of work completed: ●

The estimated Start date for this phase should be updated for each invoice until work on this phase has begun, at which time the actual Start date should be entered.

The estimated Completion date for this phase should be updated for each invoice until work on the phase has been completed, at which time "Percent of work completed" should be updated to 100% and the actual Completion date should be entered.

An actual Completion date may not be entered until the phase is marked as 100% complete.

Please summarize your activities/work completed for this period: ●

Project was able to complete 50% design completed and is on target. Please see the attached engineer's report.

Phase Attachments ↑

Actions	Document
*	IH_35.bmp

Entering Status Descriptions and Adding Attachments

Please summarize your activities/
work completed for this period:

Project was able to complete 50% design completed and is on target. Please see the attached engineer's report.



Phase Attachments



Actions	Document
*	IH 35.bmp



 [Upload New Attachment](#)



RAPTS

REVENUE AND PROJECT TRACKING SYSTEM

Sustainable Development Projects
Project Tracking and
Reporting Procedures

Patrick Mandapaka

Infrastructure Projects

For the Sustainable Development Infrastructure projects funded through the 2009-10 Sustainable Development Call for Projects (SDCFP) funded through Regional Toll Revenue (RTR) funds:

- NCTCOG staff will coordinate with Project Sponsors on the invoicing and reporting procedures and will provide the details on the required documentation and milestone reporting templates after the Notice to Proceed (NTP).
- NCTCOG staff will upload the collected and approved information to RAPTS.
- Please **DO NOT** submit information directly to the RAPTS website.
- Go to <http://www.nctcog.org/trans/sustdev/landuse/funding/CFP09.asp> to access invoicing and reporting procedures and templates, and information from the Workshop.

Infrastructure Projects

Prior to Notice to Proceed (NTP)

- Funding Agreement
- Phase I and Phase II Article 11.1 Documents
- Local Government Procurement Certification
- Environmental Review Process and Certification Checklist

Invoicing and Reporting Procedures

- Project Expense Summary (Invoice Form)
- Progress Reporting Template
- Close Out Procedures & Forms
- We provide a Checklist!

2009-2010 Sustainable Development Call for Projects Infrastructure Invoicing and Reporting Checklist			
Reporting Period: _____			
Project Phase: Please identify the phase (i.e., 2a, 2b, etc. as per the Article 11.1 document) for the invoice that includes the submitted costs: _____			
	Items to be included in Invoice	Date	Notes
<input type="checkbox"/>	1. Milestone Report providing information requested in all sections including description of work completed, reporting period, and phasing consistent with Article 11.1.		
<input type="checkbox"/>	2. Photographs showing progress on the public infrastructure with a location description (address or intersection) if applicable.		
<input type="checkbox"/>	3. Map(s) or site plan highlighting infrastructure elements completed if applicable.		
<input type="checkbox"/>	4. Infrastructure Project Expense Summary.		
<input type="checkbox"/>	5. Copies of Invoice(s)/ Pay Estimate(s) to support the expenses detailed on the Infrastructure Project Expense Summary.		
<input type="checkbox"/>	6. Proof of payment to contractors and suppliers who support the Sustainable Development Infrastructure Project.		
<input type="checkbox"/>	7. Building permit(s) required by final reimbursement request.		
<input type="checkbox"/>	8. Close Out report if it is a final reimbursement request.		
<input type="checkbox"/>	9. A letter certifying procurement procedures are consistent with State laws and regulations and local laws, regulations, rules, policies, and procedures and a copy of the procurement procedures have been provided to NCTCOG.		
<input type="checkbox"/>	10. A letter detailing the opinion of the City's legal counsel showing environmental review and public involvement for the Sustainable Development Infrastructure Project complies with state law and regulations, and with local laws, regulations, rules, policies, and procedures, has been provided to NCTCOG.		

Infrastructure Projects

TIP MODIFICATIONS

- NCTCOG staff will coordinate with Project Sponsors and collect information related to any modifications to the scope of work or budget included in the Transportation Improvement Program (TIP).
- NCTCOG staff will review and determine if the proposed TIP Modification meets the requirements of the Sustainable Development Funding Program.
- NCTCOG staff will submit TIP Modifications.
- Please **DO NOT** directly submit TIP Modifications on Sustainable Development Projects. [ONLY applies to Sustainable Development Projects]
- Agreement modification may be needed, may affect project timeline.

RAPTS

REVENUE AND PROJECT TRACKING SYSTEM

Questions/Comments

Function	Contact <i>(Updated March 2024)</i>	Phone/E-mail
NCTCOG – Transportation Department		
•Environmental Review	Nathan Drozd Principal Transportation Planner	817-695-9148 ndrozd@nctcog.org
•Primary RTR Contact •Project commitments •Approvals	Liza Cox Transportation Planner II	817-704-2503 lacox@nctcog.org
•Sustainable Development	Shawn Conrad Principal Transportation/Air Quality Planner	817-704-5695 sconrad@nctcog.org
TxDOT District Contacts		
•Project management •Close-out •Reconciliation	Tamelia Spillman – Dallas Advanced Transportation Planning Director	214-320-4476 tamelia.spillman@txdot.gov
•Project management •Close-out •Reconciliation	Mohammad Al Hweil – Fort Worth Advanced Transportation Planning Director	817-370-6710 mohammad.alhweil@txdot.gov

Gi ghUJbUVY8 Yj Ycda Ybhi-bZUgfi Wi fYDfc^Wfg -- HANDOUTS

(Below are links to access the specified documentation)

[Interlocal Cooperative Agreement Reporting Form, Reimbursement Phase 1 \[PPT\]](#)

[Interlocal Cooperative Agreement Reporting Forum, Reimbursement Phase 2 \[PPT\]](#)

[Procurement Certification Letter \[DOC\]](#)

[09-10 Invoice Template - Example, Phase 1 \[PDF\]](#)

[09-10 Invoice Template - Example, Phase 2 \[PDF\]](#)

[Milestone Reporting Instructions \[PDF\]](#)

[Invoicing and Reporting Checklist \[DOC\]](#)

[FAQ - Infrastructure 09-10 Projects \[PDF\]](#)

[Environmental Review Certification \[DOC\]](#)

[Back to Sustainable Development
Presentation Slides](#)