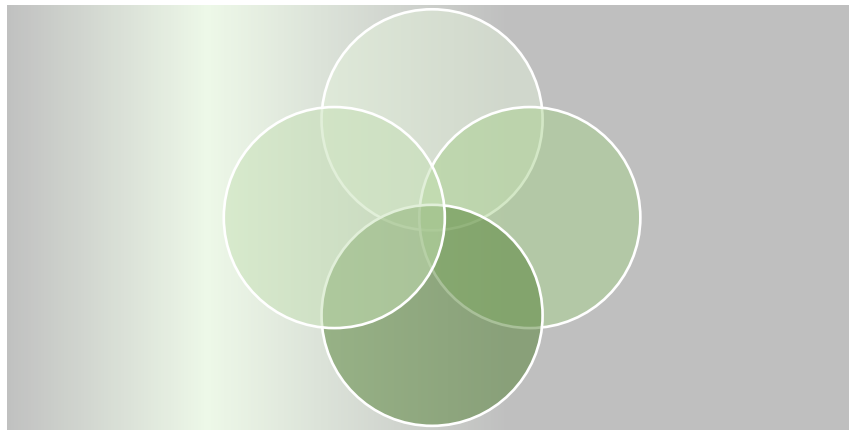


PROJECT APPLICATION SUBMITTAL FORM

NCTCOG INCIDENT MANAGEMENT EQUIPMENT PURCHASE

2020 CALL FOR PROJECTS



Submitting Agency: _____

Project Title: _____

APPLICATION DUE:

FEBRUARY 21, 2020 BY 5:00 PM CST



North Central Texas
Council of Governments

Project applications must be received by 5:00 pm, Central Standard Time, on Friday, February 21, 2020.

NCTCOG must have the submitted application “in hand” at the NCTCOG offices by the February 21, 2020 application deadline. A postmark by the established deadline does not constitute an on-time application. In addition, supplemental information, other than administrative clarifications, will not be accepted after the application deadline. Incomplete applications or those not submitted by the deadline will not be accepted. Project sponsors are encouraged to submit their applications far enough in advance of the submission deadline to allow NCTCOG staff to review applications for completeness.

Project applications must consist of three (3) original hard copies (including attachments) and one (1) electronic copy of all files on a USB drive.

Project applications should be mailed or hand-delivered to:

Mail:

North Central Texas Council of Governments
Transportation Department
Attn: Camille Fountain
P.O. Box 5888
Arlington, Texas 76005-5888

Physical location:

North Central Texas Council of Governments
Transportation Department
Attn: Camille Fountain
616 Six Flags Drive
Arlington, Texas 76011

The information in this application is public record. Therefore, applicants should not include information regarded as confidential.

- c. **County/Counties in which the agency is located:**
(Select one unless jurisdictional boundaries are in more than one county)

TxDOT Dallas District

- Collin County
- Dallas County
- Denton County
- Ellis County
- Kaufman County
- Rockwall County

TxDOT Fort Worth District

- Johnson County
- Parker County
- Tarrant County
- Wise County

5. **PROJECT TITLE** _____
Provide the name of the project.

6. **PROJECT TYPE**
Select the type of the project. (Select all that apply.)
- Equipment
 - Technology
 - Other Category

7. TOTAL PROJECT AMOUNT AND RANKING

- a. Total Project Application Amount: _____
- b. Total number of project purchases submitted as part of this project application: _____
- c. Complete the table below if the submitted application includes more than one project purchase.

Project Ranking Example: if three different types of equipment or technology purchases are submitted as part of the project application (i.e. traffic cones, traffic barriers, software), each purchase type should be ranked by priority: 1 out of 3; 2 out of 3; and 3 out of 3; with (1) highest priority and (3) lowest priority.

Project Purchase Name	Purchase Amount	Anticipated Fiscal Year of Purchase	Project Ranking ____ out of ____

If application includes more than 10 project purchases, please enter additional information on a separate sheet.

8. PROJECT BUDGET SUMMARY

Complete and attach the Project Budget Workbook (in Microsoft Office Excel format) for the project type(s) for which you are requesting funding. **Label as “Attachment (A) – Project Budget Summary”**

- Equipment** – check here if the Project Budget Worksheet for Equipment Purchases has been completed (this is required submittal information).
- Technology** – check here if the Project Budget Worksheet for Technology Purchases has been completed (this is required submittal information).
- Other Category** – check here if the Project Budget Worksheet for Other Purchases has been completed (this is required submittal information).

9. DESCRIPTION OF PROPOSED EQUIPMENT OR TECHNOLOGY – Explain how the equipment or technology will be used to aid in quick incident clearance or to mitigate crashes within your jurisdiction.

Provide a clear description of the purpose of the project/equipment/technology. Each project type or purchase should include a separate description. Project labeling should be consistent. Supplemental materials such as pictures, exhibits, diagrams, etc., are required and should be provided to explain the crash mitigation benefits. **Label as “Attachment (B) – Project Description Supplemental Material”**. Vague descriptions may result in lower evaluation scores and lower ranking. **(Limited to 3,500 characters including spaces)**

10. HAS YOUR AGENCY PARTICIPATED IN TRAFFIC INCIDENT MANAGEMENT TRAINING RECENTLY (SINCE AUGUST OF 2013)?

- Yes
 - NCTCOG Traffic Incident Management Training
 - In-House or Agency Sponsored Training - *Training that has components related to safe/effective incident management. Please submit verification documentation (i.e. course overview, section of course material, power-point slides, etc.) for in-house training. Label as "Attachment (C) – Jurisdiction Specific Documentation"*
- No

11. HAS YOUR AGENCY COMPLETED THE CURRENT 2019/2020 NCTCOG INCIDENT MANAGEMENT COMMITMENT LEVEL SURVEY? (NCTCOG will confirm receipt of completed survey.)

- Yes
- No

12. HAS YOUR AGENCY ADOPTED AN INCIDENT MANAGEMENT RESOLUTION (NCTCOG or AGENCY)?

- Yes (Please include a copy of the adopted resolution by your jurisdiction. Include as part Of **Attachment (C)**).
- No

13. DOES YOUR AGENCY HAVE INCIDENT MANAGEMENT GOALS/TARGETS IN PLACE?

- Yes (Please include a copy of the goals/targets. Include as part of **Attachment (C)**).
- No

14. HAS YOUR AGENCY ADOPTED THE STANDARD NCTCOG REGIONAL PERFORMANCE STANDARD DEFINITIONS)?

- Yes (Please see Appendix G to reference).
- No

PROJECT COMMITMENT

By submitting an application, the submitting agency commits that if this project is selected for funding, it will be used to aid in quick incident clearance and/or crash mitigation.

Signature _____

Printed Name _____

Title _____

Date _____

The Application form must be signed by a representative of the Submitting Agency that has signature authority.

FINAL SUBMISSION DUE DATE FOR ALL DOCUMENTATION
Friday, February 21, 2020 by 5:00 pm CST

Project Submittal and Attachment Checklist

Check all that apply and are included in the Submission package (both hard copy and CD or USB drive). Items noted as **[Required]** must be checked and included with the application, or the application will be deemed incomplete. **Label each attachment according to the list below.**

- Three (3) signed original Application (including attachments) – **[Required]**
- One (1) electronic copy of all files on a USB drive – **[Required]**
 - PDF of the Application Form
 - PDF of all attachments labeled according to the submittal checklist

- Attachment (A) – Project Budget Summary - [Required]**
 - Equipment** - check here if the Project Budget Workbook for Equipment Purchases has been completed.

 - Technology** – check here if the Project Budget Workbook for Technology Purchases has been completed.

 - Other Category** – check here if the Project Budget Workbook for Other Category Purchases has been completed.

- Attachment (B) – Project Description Supplemental Material - [Required]**

(i.e. pictures, graphics, diagrams, exhibits, etc.) – Graphics, such as maps or photographs, should be submitted as portable document format (PDF), jpeg, or bitmap files.

If pictures; graphics; diagrams; or exhibits are not provided, please provide an explanation as to why the material is not included, as part of **Attachment (B)**.

- Attachment (C) Jurisdiction Specific Documentation** (check all that apply)
 - In-house Incident Management Training Supporting Documentation**

 - Agency Specific Adopted Incident Management Resolution**

 - Agency Specific Incident Management Goals and/or Targets**

- Attachment (D) Online Risk Assessment** (<https://www.surveymonkey.com/r/5FH6G5F>)