





1

Agenda

- Intro to the TTIP Template
- TTIP Template Overview
 - System Requirements
 - TTIP Template Steps
- Step 1: Enter Available Funds
- Step 2: Enter Project Details
- Step 3: Check Fiscal Constraint
- TTIP Review and Submission
- Discussion



2



Dana Reinke, Program Planning Specialist



Federal Highway Administration (FHWA)
Office of Tribal Transportation



Reside in Lansing, Michigan



Bachelor of Science in Environmental Sustainability &
Masters in Urban & Regional Planning



Prior experience as Environmental Protection
Specialist with FHWA Michigan Division, and
Transportation Planner with Michigan Department of
Transportation

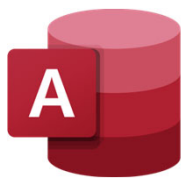


3

Introduction to the TTIP and TTIP Template



U.S. Department of Transportation
Federal Highway Administration



The Tribal Transportation Improvement Program (TTIP) Template is a Microsoft Access-based tool that provides a standard format for information used to create TTIPs.

Review 25 CFR 170.421 as a reference for regulatory requirements for the TTIP.

4

Putting the TTIP into Context: *Tribal Transportation Program*



U.S. Department of Transportation
Federal Highway Administration

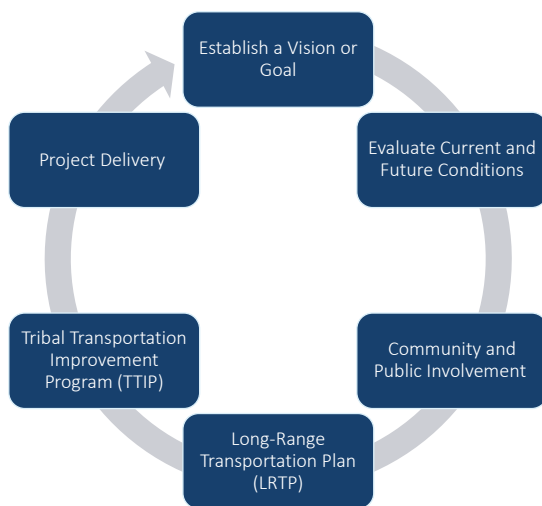
- Established in 23 U.S.C. 202 to address the transportation needs of Tribal governments throughout the United States
- Provides safe and adequate transportation and public road access to and within Indian reservations, Indian lands, and Alaska Native Village communities
- Contributes to the economic development and self-determination of Indians and Native Americans
- TTP funds are allocated among Tribes using a statutory formula

5

Putting the TTIP into Context: *TTP Planning Process*



U.S. Department of Transportation
Federal Highway Administration



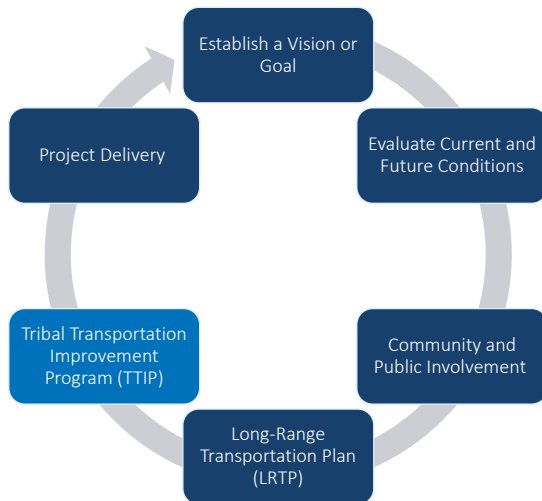
- Tribal governments perform transportation planning to analyze existing and future transportation facilities

6

Putting the TTIP into Context: TTIP



U.S. Department of Transportation
Federal Highway Administration



- Tribes are required to develop a TTIP
- The TTIP is a list of fiscally constrained transportation projects and activities eligible for TTP funding covering a period of 4 years
- Projects and activities must be included on an approved TTIP prior to expenditure of TTP funds.
- The TTIP must be updated every 4 years
- FHWA approves the TTIP developed by the Tribe, and the Tribe implements the projects and activities from the FHWA-approved TTIP

7

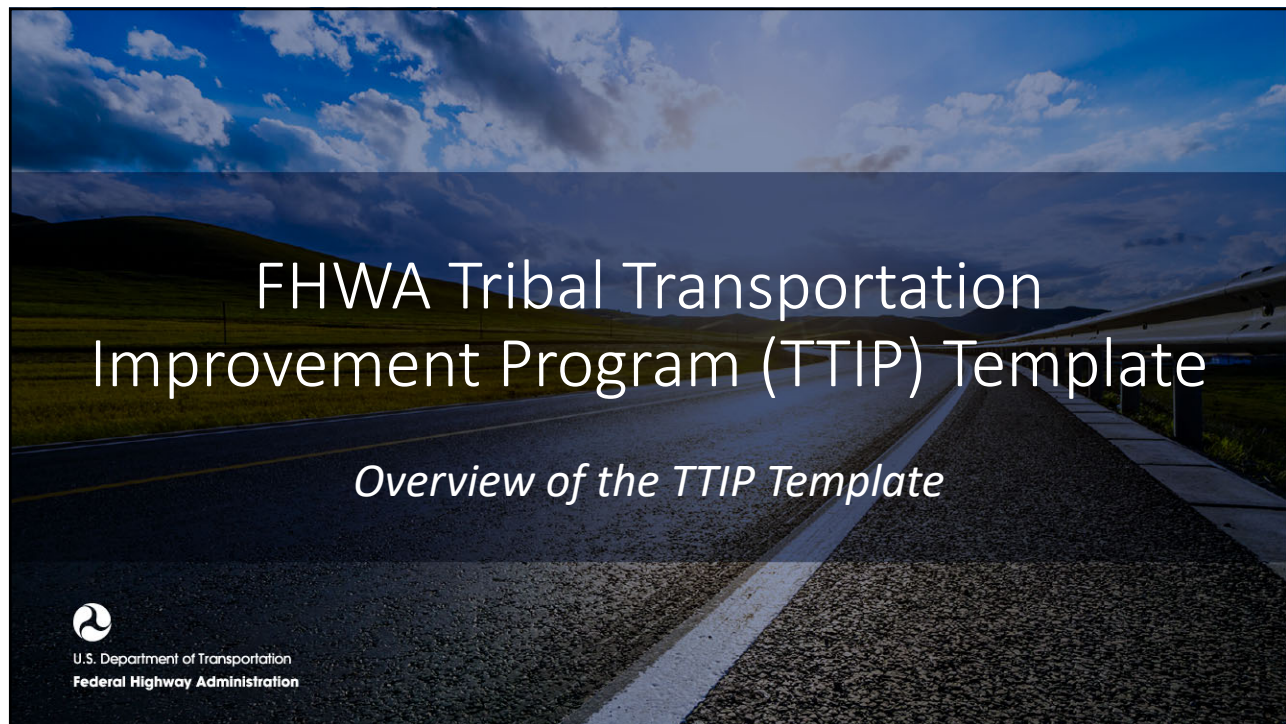
TTIP Key Information



U.S. Department of Transportation
Federal Highway Administration

- TTIP must be **“fiscally constrained”**
- Projects that are not fiscally constrained in the TTIP will be considered a part of an **“illustrative” list**
- TTIP needs to be **consistent with the Tribe’s planning documentation**
- TTP project route(s) and section(s) must be listed in the **NTTFI**
- **Anticipated or available funding source(s)** must be documented
- **Coordination with State DOT and MPO as appropriate** on regionally significant projects
- Compliance with **relevant provisions in 25 CFR § 170**
- **Public must be provided the opportunity to review and comment**




8




9

TTIP Template System Requirements

U.S. Department of Transportation
Federal Highway Administration

-  **Windows 10**
-  **Windows 11**
- 

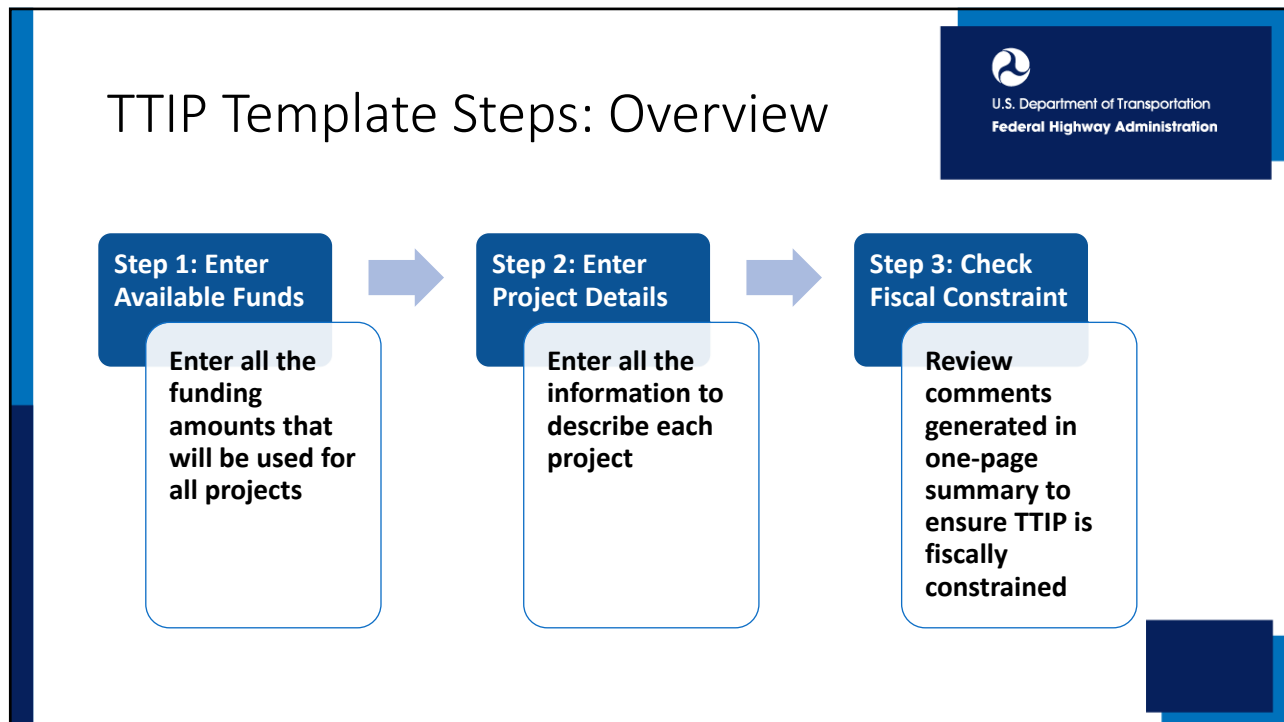
Microsoft 365 Access



If needed, download a free copy of Microsoft 365 Access Runtime from Microsoft.

Contact your FHWA Tribal Coordinator with questions or for additional options.

10



11



12

Step 1: Data Fields



Available Funds Data Entry Form

Step 1: Enter Anticipated Funds

Current FY: 2024
 Entity: Cherokee Nation G 0 8 9 0 5

Funding Sources	Unprogrammed Funds (FY2023 or Earlier)	FY2024	FY2025	FY2026	FY2027	Subtotal
TTP Shares	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00
TTP Planning	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00
TTP Safety	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TTP Bridge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202(a)(9)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
Total Available:						
Subtotal	\$0.00	\$135,000.00	\$0.00	\$0.00	\$0.00	\$135,000.00

Identify source(s) of Other funding

Supplemental funds

13

Step 1: Entering Data



Available Funds Data Entry Form

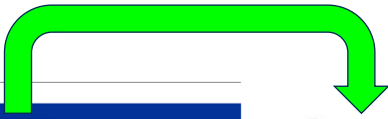
Step 1: Enter Anticipated Funds

Current FY: 2024
 Entity: Cherokee Nation G 0 8 9 0 5

Funding Sources	Unprogrammed Funds (FY2023 or Earlier)	FY2024	FY2025	FY2026	FY2027	Subtotal
TTP Shares	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00
TTP Planning	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00
TTP Safety	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TTP Bridge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202(a)(9)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
Total Available:						
Subtotal	\$0.00	\$135,000.00	\$0.00	\$0.00	\$0.00	\$135,000.00

Identify source(s) of Other funding

Supplemental funds



Help: Step 1

Enter amount of funds anticipated to be available for your program for each fiscal year. If funding source is not listed use "Other."

Current FY
First Fiscal Year (FY) covered by your TIP. The FY for the TTIP begins October 1.

Entity
Select the Tribe's name from pull-down menu. If the Tribal entity name is not listed, please contact your Federal TTP contact.

Unprogrammed Funds (if applicable)
Enter the amount of funds that are available from any previous fiscal year(s) as identified on your September 30 financial report.

Estimated Annual TTP Tribal Shares
Enter amount of anticipated TTP Program funds for the current fiscal year. This amount should be an estimate for future annual TTP funding. A good reference source is the previous year's Reference Funding Agreements (RFAs).

Additional Funds (if applicable)
Enter any additional funds that are not Annual TTP Tribal Shares. Examples of additional funds are:

- Grants that have, or will be, applied for and are reasonably expected to be available
- TIGER, TTP Safety, or TTP Bridge Program
- Supplemental funds provided by the Tribe

14



15

Step 2: Navigation

Step 2: Enter Project Details
1 of 1

[Back to Step 1: Anticipated Funds](#)

[Continue to Step 3: Fiscal Constraint](#)

[Help](#)
[Add New Project](#)
[Delete Project](#)

[* Prev Project](#)
[Next Project *](#)

Project Type Reconstruction

Project Name Chewery North-River Road

Tribe's Project No. CN-0820-06

Estimated Construction Year 2025

Preliminary Project Cost Estimate \$500,000

County/Borough Adair

State OK

Length of Project 4.6 miles

Route Section Road Name

Geospatial Coordinates (Optional)

Begin Lat: 0.000000000 Long: 0.000000000

End Lat: 0.000000000 Long: 0.000000000

Funds Allocation Check

Enter Anticipated Project Funding: Tribal Shares (\$100000); TTP Transportation Planning Set-aside (\$35000); TTP Safety Fund (\$150000); TTP Bridge

TOTAL \$520,000.00

ACTIVITY	2024	2025	2026	2027	TOTAL
Preliminary Engineering	\$100,000	\$0	\$0	\$0	\$100,000
Construction	\$0	\$100,000	\$100,000	\$0	\$200,000
Construction Engineering	\$0	\$100,000	\$100,000	\$0	\$200,000
TOTAL	\$100,000	\$200,000	\$200,000	\$0	\$500,000

Comments Box

Adopted by Resolution 12345. Project is in ROW state. IDC rate = 2.182%

Last Updated Date: 4/17/2024

MESSAGE CENTER

ERROR: The entered expenditures do not equal anticipated project funding.

16

Step 2: Sections

Step 2: Enter Project Details 1 of 1

Cherokee Nation G08895

Back to Step 1: Anticipated Funds Continue to Step 3: Fiscal Constraint

Help Add New Project Delete Project Go to: [dropdown] Prev Project Next Project

Project Type: Reconstruction Federal Use Only Federal Project No. (PCAS or FHWA ID):

Project Name: Chewery North-River Road

Tribe's Project No.: CN-0820-06

Estimated Construction Year: 2025

Preliminary Project Cost Estimate (25 CFR 170.415): \$500,000

County/Borough: Adair State: OK Length of Project: 4.6 miles

Route Section Road Name

Geospatial Coordinates (Optional): Begin Lat: 0.000000000 Long: 0.000000000 End Lat: 0.000000000 Long: 0.000000000

Funds Allocation Check: Add to Illustrative List Regionally Significant

Enter Anticipated Project Funding: Tribal Shares (\$100000); TTP Transportation Planning Set-aside (\$35000); TTP Safety Fund (\$150000); TTP Bridge \$520,000.00

ACTIVITY	2024	2025	2026	2027	TOTAL
Preliminary Engineering	\$100,000	\$0	\$0	\$0	\$100,000
Construction	\$0	\$100,000	\$100,000	\$0	\$200,000
Construction Engineering	\$0	\$100,000	\$100,000	\$0	\$200,000
TOTAL	\$100,000	\$200,000	\$200,000	\$0	\$500,000

Comments Box: Adopted by Resolution 12345. Project is in ROW state. IDC rate = 2.182%

MESSAGE CENTER: ERROR: The entered expenditures do not equal anticipated project funding.

Last Updated Date: 4/17/2024

17

Step 2: Project Information

Step 2: Enter Project Details 1 of 1

Cherokee Nation G08895

Back to Step 1: Anticipated Funds Continue to Step 3: Fiscal Constraint

Help Add New Project Delete Project Go to: [dropdown] Prev Project Next Project

Project Type: Reconstruction Federal Use Only Federal Project No. (PCAS or FHWA ID):

Project Name: Chewery North-River Road

Tribe's Project No.: CN-0820-06

Estimated Construction Year: 2025

Preliminary Project Cost Estimate (25 CFR 170.415): \$500,000

County/Borough: Adair State: OK Length of Project: 4.6 miles

Route Section Road Name

Geospatial Coordinates (Optional): Begin Lat: 0.000000000 Long: 0.000000000 End Lat: 0.000000000 Long: 0.000000000

Funds Allocation Check: Add to Illustrative List Regionally Significant

Enter Anticipated Project Funding: Tribal Shares (\$100000); TTP Transportation Planning Set-aside (\$35000); TTP Safety Fund (\$150000); TTP Bridge \$520,000.00

ACTIVITY	2024	2025	2026	2027	TOTAL
Preliminary Engineering	\$100,000	\$0	\$0	\$0	\$100,000
Construction	\$0	\$100,000	\$100,000	\$0	\$200,000
Construction Engineering	\$0	\$100,000	\$100,000	\$0	\$200,000
TOTAL	\$100,000	\$200,000	\$200,000	\$0	\$500,000

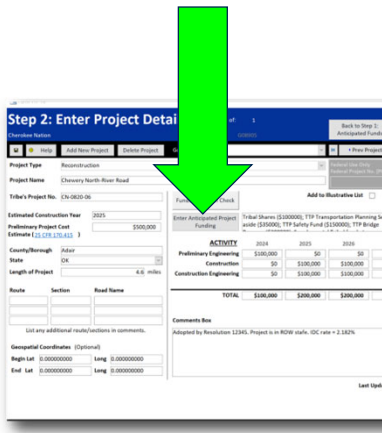
Comments Box: Adopted by Resolution 12345. Project is in ROW state. IDC rate = 2.182%

MESSAGE CENTER: ERROR: The entered expenditures do not equal anticipated project funding.

Last Updated Date: 4/17/2024

18

Step 2: Anticipated Project Funding



Anticipated Project Funding Sources

Anticipated Project Funding Source(s)

Enter the amount of each anticipated funding source for this project: Help

TTP Shares

TTP Planning

TTP Safety

TTP Bridge

202(a)(9)

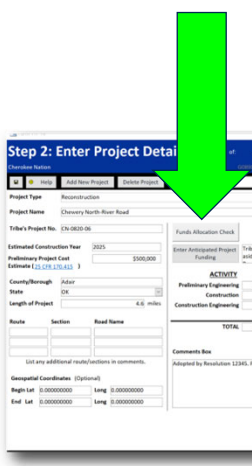
Other Funding Source(s) - Describe source and provide dollar amount

Supplemental Tribal funds - tax revenue

Total Project Funding

19

Step 2: Funds Allocation Check



Funds Allocation Check

Part A. Anticipated Funds from Step 1						Part C. Summary by Funds Type		
Unprogrammed Funds (FY 2023 or earlier)	2024	2025	2026	2027	Anticipated (Total Step 1)	Programmed (Total Step 2)	Unallocated	
TTP Shares	\$0.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00	\$0.00	
TTP Planning	\$0.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00	\$0.00	
TTP Safety	\$0.00	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00	\$0.00	
TTP Bridge	\$0.00	\$200,000.00	\$0.00	\$0.00	\$200,000.00	\$200,000.00	\$0.00	
202(a)(9)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other Funds	\$0.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00	\$0.00	
TOTAL ANTICIPATED						\$520,000.00	\$500,000.00	\$20,000.00
Unprogrammed Funds (from previous FY)						\$0.00	\$220,000.00	\$0.00
TOTAL PROGRAMMED in Step 2						\$100,000.00	\$200,000.00	\$0.00
Unprogrammed Funds for Fiscal Year:						\$420,000.00	\$220,000.00	\$20,000.00

Return to Step 1: Anticipated Funds Return to Step 2: Project Details

20

Step 2: Comments Box



Step 2: Enter Project Details 1 of: 1

Cherokee Nation GG88005

Back to Step 1: Anticipated Funds | Continue to Step 3: Fiscal Constraint

Project Type: Reconstruction

Project Name: Chewery North-River Road

Tribe's Project No.: CN-0820-06

Estimated Construction Year: 2025

Preliminary Project Cost Estimate: \$500,000

County/Borough: Adair

State: OK

Length of Project: 4.6 miles

Route: [] Section: [] Road Name: []

Geospatial Coordinates (Optional):
 Begin Lat: 0.000000000 Long: 0.000000000
 End Lat: 0.000000000 Long: 0.000000000

Funds Allocation Check: Add to Illustrative List Regionally Significant

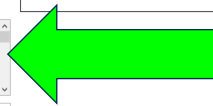
Enter Anticipated Project Funding: Tribal Shares (\$100000); TTP Transportation Planning Set-aside (\$35000); TTP Safety Fund (\$150000); TTP Bridge: \$520,000.00

ACTIVITY	2024	2025	2026	2027	TOTAL
Preliminary Engineering	\$100,000	\$0	\$0	\$0	\$100,000
Construction	\$0	\$100,000	\$100,000	\$0	\$200,000
Construction Engineering	\$0	\$100,000	\$100,000	\$0	\$200,000
TOTAL	\$100,000	\$200,000	\$200,000	\$0	\$500,000

Comments Box
 Adopted by Resolution 12345. Project is in ROW state. IDC rate = 2.182%

Last Updated Date: 4/17/2024

MESSAGE CENTER
 ERROR: The entered expenditures do not equal anticipated project funding.



21



22

Step 3: Check Fiscal Constraint



Step 3. Check Financial Constraint

Back to Step 1: Anticipated Funds | Back to Step 2: Project Details | Help

Preview PDF | Export PDF

TIP is not financially constrained as entered. Please go back to Step 1 and adjust anticipated funding or to Step 2 and adjust programmed funds/scale of project or move projects to the illustrative list.

Unprogrammed Funds (FY2023 or earlier)	2024	2025	2026	2027
TTP Shares	\$0.00	\$100,000.00	\$0.00	\$0.00
TTP Planning	\$0.00	\$20,000.00	\$0.00	\$0.00
TTP Bridge Program	\$0.00	\$0.00	\$0.00	\$0.00
TTP Safety	\$0.00	\$0.00	\$0.00	\$0.00
202(a)(9)	\$0.00	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$15,000.00	\$0.00	\$0.00
Unprogrammed funds (from previous FY)	\$0.00	(\$65,000.00)	(\$565,000.00)	(\$1,265,000.00)
TOTAL ANTICIPATED FUNDS by FY	\$0.00	\$135,000.00	\$0.00	\$0.00
TOTAL PROGRAMMED PROJECT(S) FUNDS	\$200,000.00	\$500,000.00	\$700,000.00	\$600,000.00
Fiscal Year Remainder:	(\$65,000.00)	(\$565,000.00)	(\$1,265,000.00)	(\$1,865,000.00)

Summary

Total Estimated Available Funds: \$135,000.00

Total of Programmed Project(s) on TIP: \$2,000,000.00

Remaining Funds: (\$1,865,000.00)

23



Tribal Transportation Improvement Program (TTIP) Template

TTIP Review and Submission



24

TTIP Review



U.S. Department of Transportation
Federal Highway Administration

TTIP Review Checklist

- Tribal Resolution or other official Tribal authorization
 - o Not required if TTIP Certification statement signed by highest level leadership
 - o Check dates and signatures
 - o Ensure Tribal authorization matches submitted TTIP data
- TTIP Certification statement
 - o Check dates and signatures
 - o Ensure use of latest certification template
- TTIP starts with current fiscal year
- All TTP (including Bridge, Safety, Planning) funded projects and activities expected to be carried out over the next 4 years are identified year by year. Projected costs and funding sources included.
- Other Federal, State, county, and municipal transportation funded projects included.
- Project(s) or activity(ies) eligible for TTP (including Bridge, Safety, Planning) expenditure. If needed, verify eligibility for each of the sources.
- Project information fields are complete (example: project name, project type, length of project, etc.)
- Route(s) and section(s) provided and "official" in NTTFI
- Projects are fiscally constrained
 - o Projects have committed funds or future funding reasonably expected
 - o When looking at fiscal constraint, determining whether a future funding source is "reasonable" requires a judgment decision. Two key considerations that Tribes may assess to demonstrate fiscal constraint are
 - Evidence to support the estimate of revenue, and
 - Documentation of milestone dates for securing the funds.
 - o 'Comment' field may be used to briefly address reasonableness and fiscal constraint
- Project (s) adequately described with designation of big 3: PE, CN, and CE
 - o If no funds allocated for any of the big 3, then ensure brief explanation is provided in 'Comments' field
 - o PE only projects are not preferred, but permitted and not limited
- Regionally significant projects are included
- Programmed project activity is supported with reasonable funding amount and programming year and consistent with the project information
- Maintenance total is equal to or less than 25% of \$500K of funds allocated to the Tribe, whichever is greater. Road sealing is not subject to any limitation.
- Project and activities listed on the TTIP consistent with the Tribal priority list or the LRTP

25

TTIP Submission



U.S. Department of Transportation
Federal Highway Administration

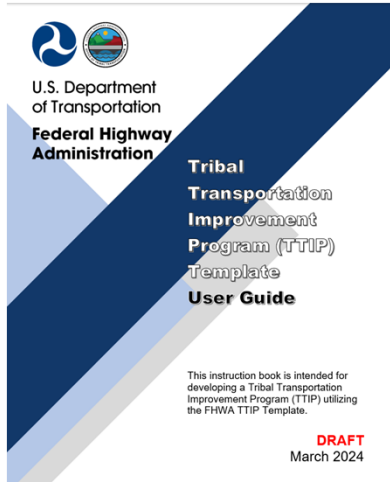
Next Steps in the Process...

- Tribe submits final draft TTIP package to FHWA via email
 - TTIP Certification, signed and dated by the Tribe's Chief, Chairperson, President, or designated acting, or a supporting Tribal Resolution or Tribal government action
 - Completed Microsoft Access FHWA TTIP Template
- Tribe and FHWA Tribal Coordinator ensure TTIP is complete
- FHWA works internally to obtain TTIP concurrence



26

TTIP Resources



- **Tribal Transportation Program (TTP) Planning webpage**
- **TTP Delivery Guide**
- **TTIP Template User Guide**
 - Defines key terms used in Template
 - Includes screenshots with instructions
 - Provides checklists, online resources, and helpful tips
- **TTIP Template Instructional Videos**
 - Includes five videos with on-screen demonstrations
 - Review/train at your own pace
- **Contact your FHWA Tribal Coordinator for questions**

27



Thank You!

For more information, please visit:

[FHWA TTP Planning](#)

[FHWA OTT Contact Info](#)

28