

NEW Web-Based

Statewide Transportation Improvement Program (STIP)

WSDOT is pleased to announce the release of the new web-based STIP. The new web-based STIP system will be utilized for the development of the 2012 Metropolitan Planning Organization (MPO), Regional Transportation Planning Organization (RTPO), transit, county and city, Transportation Improvement Programs (TIP). Once the agency's TIP is entered, the agency submits their TIP to the MPO, RTPO and Highways & Local Programs H&LP) via the web.

The new web-based system satisfies the TIP requirements outlined in RCW 35.58.2795 for Public Transportation, RCW 35.77.010 for Cities and Towns and RCW 36.81.121 for Counties.

NOTE: The new web-based STIP system completely replaces the FileMaker Pro version, which is being utilized through 2011.

First Step

Washington State Department of Information Services requires any government services accessible through the internet be provided in a secure manner.

SecureAccess Washington (SAW) is the single sign-on application gateway created to simplify access to the growing list of government services accessible via the Internet.

Think of your SecureAccess login as your key to the front door of your office building. Once inside, you may or may not have another key (login) to enter your office (service). With SecureAccess Washington, one unique single, self-generated User ID and Password allows access to multiple Internet-based government applications. Once signed in, users have the ability to change their password and register for access to various online government services.

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Getting Started with SecureAccess Washington

In order to access the new web based STIP system, a user must create an account through SecureAccess Washington (SAW). The following link outlines the four steps to getting started. http://support.secureaccess.wa.gov/saw_user/sw2002.shtml

- A. Verify your system meets the requirements – outlines the basic computer system requirements needed.
- B. Register for SecureAccess Washington

1. From the **SecureAccess** menu (<https://secureaccess.wa.gov>) click **Create one**.



User ID:

Password:

Do not have an account? [Create one](#)

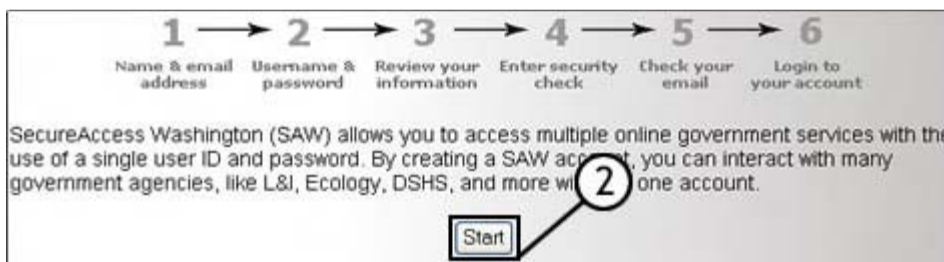
[Forgot your User ID?](#)

[Forgot your password?](#)

[Haven't received activation email?](#)

[Activate your account](#)

2. Click **Start**.



1 → 2 → 3 → 4 → 5 → 6

Name & email address Username & password Review your information Enter security check Check your email Login to your account

SecureAccess Washington (SAW) allows you to access multiple online government services with the use of a single user ID and password. By creating a SAW account, you can interact with many government agencies, like L&I, Ecology, DSHS, and more with one account.

3. Within the **Name**, **E-Mail Address**, and **Confirm E-Mail Address** fields, enter the requested information. From the **Secret Question** drop-down menu, select a question and enter the answer.
4. Click **Next**

Enter your personal information:

Name

E-Mail Address

Confirm E-Mail

Secret Question

Question Answer

5. Under **Create a username and password**, within the **User ID** field, enter your user ID. Within the **Password** and **Confirm Password** fields, type your password.



Messages regarding the strength of the password you are entering will appear as you type.

Create a user ID and password:

NOTE: We value the security of your personal information. In order to protect this information, your password will expire **every 24 months or 13 months** depending on application access.

User ID

Password

Confirm Password


You have selected a secure password!

Requirements for a secure password:

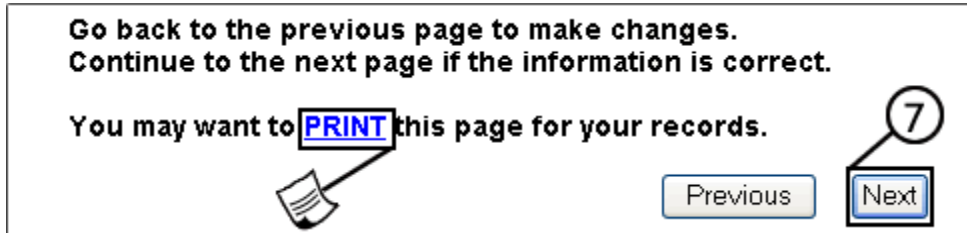
Choose a password with:

- at least 10 characters
- contain at least three of the following character classes: uppercase letters, lowercase letters, numerals, special characters
- does not contain user ID

6. Click **Next**.


 After reviewing your information for accuracy, to print the page for your records, click **PRINT**.

7. Click **Next**.




Go back to the previous page to make changes.
Continue to the next page if the information is correct.

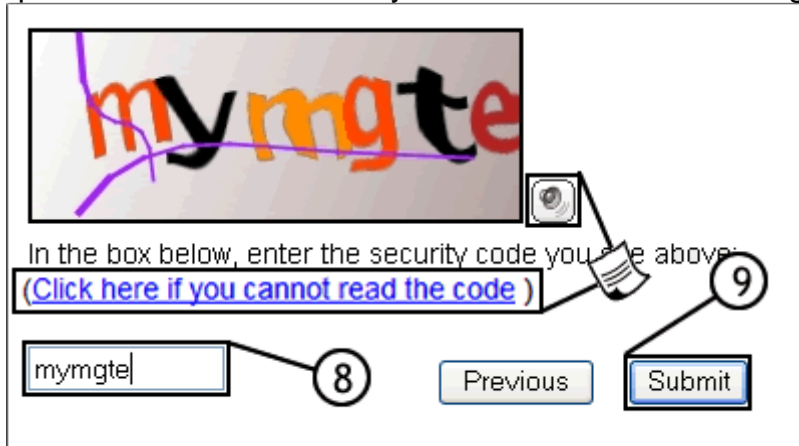
You may want to **PRINT** this page for your records.




A callout bubble with the number 7 points to the 'Next' button.

8. Within the **Enter the code you see below** field, enter the code that appears. The security code is not case-sensitive and only contains numbers and lower case letters.

 If you cannot read the code, click the link. This generates a new security code. You may also click the speaker icon which will broadcast the code through your speakers. The information you have entered into the registration form remains.






In the box below, enter the security code you see above:
[\(Click here if you cannot read the code\)](#)

Callout bubbles with numbers 8 and 9 point to the text input field and the 'Submit' button, respectively.

9. Click **Submit**.

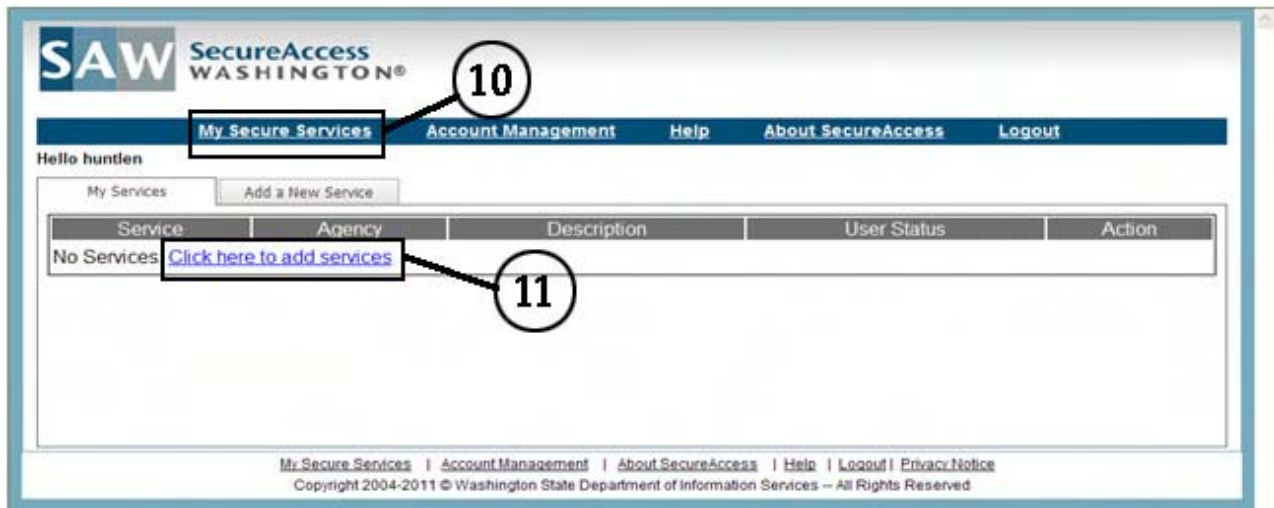
 A confirmation message appears, and you will receive an email from SecureAccess Washington. To complete the registration process, follow the instructions contained in the email.

Adding the STIP to Your SecureAccess Washington

Login to your SecureAccess homepage at <https://secureaccess.wa.gov>

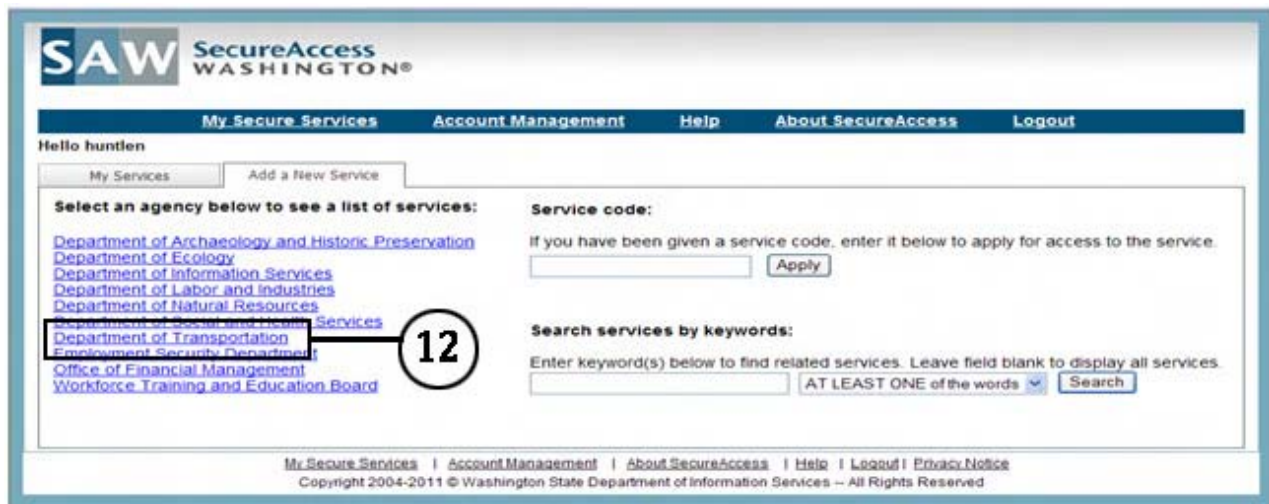
10. Click **My Secure Services** link.

 The system will display My Secure Services page.



11. Click **Add a New Service** tab.


12. From the agency list, click **Department of Transportation**.



13. Click **Apply** next to STIP.

The screenshot shows the SAW SecureAccess WASHINGTON portal. The user is logged in as 'huntlen'. The page title is 'Add a Service to Your Account'. Below the title, there is a note: 'Note: Services for which you currently have access, have applied to and are awaiting approval, or those that you have been suspended or rejected from will not appear in this list.' A breadcrumb trail shows 'All Agencies > Department of Transportation'. A table with the following columns is displayed: 'Action', 'Service Name', and 'Description'. The table contains one row for 'STIP' (Statewide Transportation Improvement Program) with a 'Privacy Notice' link. The 'Apply' button in the 'Action' column is highlighted with a red box, and a circled '13' points to it.

Action	Service Name	Description
Apply	STIP	Statewide Transportation Improvement Program Privacy Notice

 A successful registration message appears. You will receive an e-mail notifying you that you have either been approved or rejected for access to the STIP system.

The screenshot shows the SAW SecureAccess WASHINGTON portal with the message 'Service Registration Received'. The text reads: 'Thank you for registering with agency Department of Transportation's service STIP. You will be notified by email of the approval or rejection of your service registration.'

NOTE: It is imperative for each agency to determine who in their organization will have the ability to access the STIP for data entry into the system. Access via the web for approved projects will still be available.

Levels of Access

Agencies have the ability to

- Create new projects
- Modify existing projects
- Delete projects
- View only their projects
- Run Reports
- Submit projects to MPO, RTPPO or WSDOT

MPO's & RTPPO's will have the ability to

- Create, Modify & Delete their own projects.
- Create new projects for agencies within their jurisdiction
- Modify projects for agencies within their jurisdiction only after the project has been submitted by the agency to the MPO or RTPPO.
- View their projects and projects within their jurisdiction prior to agencies submitting them for inclusion in Regional TIP.
- Return projects back to agencies if required.
- Run Reports
- Submit their projects to WSDOT

WSDOT H&LP will have the ability to

- Create projects for all agencies statewide.
- Modify projects for agencies statewide after the project has been submitted to H&LP.
- View all projects statewide prior to agencies submitting them for inclusion in Regional TIP and STIP.
- Return projects back to MPO's RTPPO's or agencies if required.
- Run Reports
- Approve projects for FHWA & FTA approval??

Project List Screen

The 'Project List' screen is the first screen when logging into the Statewide Transportation Improvement Program System and is the starting point of all functions.

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
>	🔍	✏️	⊗	KEL 1	CWCG	Kelso	West Main Street Realignm...	11-01		Approved		
>	🔍	✏️	⊗	KITTCO 3	Quad-Co	Kittitas Co.	Run-off-Road Safety Impro...	11-01		Approved		
	🔍	✏️	⊗	KITTCO 3	Quad-Co	Kittitas Co.	Run-off-Road Safety Impro...	11-02	Amdmt	Submitted by WSDOT	⌵	<input type="checkbox"/>
	🔍	✏️	⊗	CAMAS 2	RTC	Camas	NW 38th Avenue/SE 20th St...		Orig		⌵	<input type="checkbox"/>
	🔍	✏️	⊗	CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig	Submitted by MPO/RTPO	⌵	<input type="checkbox"/>
	🔍	✏️	⊗	CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...		Orig	Submitted by MPO/RTPO	⌵	<input type="checkbox"/>
	🔍	✏️	⊗	CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...		Orig	Submitted by MPO/RTPO	⌵	<input type="checkbox"/>
	🔍	✏️	⊗	400513P	RTC	WSDOT - SW	I-5/Interstate Bridge to ...	11-02	Amdmt	Submitted by MPO/RTPO	⌵	<input type="checkbox"/>

1. Shows the user logged into the system.
2. The **Current STIP Year** displays the beginning year of the STIP, The system uses this year to populate the **From** year on the **STIP Detail Screen**, the **6 Year Form** the **4 Year STIP Report** and on the banner pages for the **Financial Feasibility Reports**.
3. Notification of new projects received.
4. **Current search criteria** displays the criteria used for the displayed results of a search.

Project List Screen (continued)

Statewide Transportation Improvement Program





Project Search | Project List | Create New Project | Import | Export | Rollover | Reports | Admin | Logout | Help

You are signed in as huntlen
Current STIP Year 2011

Project List

You have **new project(s)**
Current Search Criteria: none

5	6	7	8	9	10	11	12	13	14	15	16	17	18
		Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?		
>					KEL 1	CWCG	Kelso	West Main Street Realignm...	11-01		Approved		
>					KITTCO 3	Quad-Co	Kittitas Co.	Run-off-Road Safety Impro...	11-01		Approved		
					KITTCO 3	Quad-Co	Kittitas Co.	Run-off-Road Safety Impro...	11-02	Amdmt	Submitted by WSDOT		<input type="checkbox"/>
					ALB 2	RTC	Camas	NW 38th Avenue/SE 20th St...		Orig			<input type="checkbox"/>
					CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig	Submitted by MPO/RTPO		<input type="checkbox"/>
					CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...		Orig	Submitted by MPO/RTPO		<input type="checkbox"/>
					CLRKCO 25	RTC	Clark Co.	Highway 99 Traffic Signal...		Orig	Submitted by MPO/RTPO		<input type="checkbox"/>
					410-1136	RTC	WSDOT - SW	I-5/Interstate Bridge to ...	11-02	Amdmt	Submitted by MPO/RTPO		<input type="checkbox"/>

5.  Views a record.
6.  Edits a record.
7.  Deletes a record.
8.  Indicates a record is not able to process. Double click to see why the record cannot be processed.
9.  Indicates a record is new at the user's stage.
10. **STIP ID** – Unique project Identifier.
11. **MPO** – MPO or RTPO area project is located in.
12. **Agency** - Agency responsible for project.
13. **Title** – Title of project.
14. **Amd #** - Shows the amendment or correction number of an update to an existing project in the STIP or an addition of a new project to the STIP after the initial approval.
15. **Draft Type** – Shows if a project record is an Original record or amended record

16. **Last Action** – the last action performed for the project, such as **Approved** or **Submitted to MPO/RTPO** by agency.
17. **Next Action** – is the next action to apply to the project, such as **Submit to WSDOT**.
18. **Process?** – by checking this box user tells the system to perform the **Process** indicated in the **Next Action** column.

With the new STIP system, users can now view previously approved records.

Once a record is approved, it becomes the current record in the system, so when a record is amended and then approved, the previous record becomes history.

19. To view a previous record, click on the > symbol in the far left hand column.

You are signed in as huntlen
Current STIP Year 2011

Project List

Current search criteria: none

				Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
>					KEL 1	CWCG	Kelso	West Main Street Realignm...	11-01		Approved		<input type="checkbox"/>
>					KGCO-78	PSRC	King Co. DOT - Road Services	16th Avenue South Bridge ...	1102		Approved		<input type="checkbox"/>
>					KITTCO 3	Quad-Co	Kittitas Co.	Run-off-Road Safety Impro...	11-02		Approved		<input type="checkbox"/>
								NW 38th					<input type="checkbox"/>

20. System will display the previous records showing the **Status**, **Amendment** or **Correction** number, **Effective Date** (approval) and the **End Date** (date the record was closed and replaced).

21. To view, click on the record you wish to view.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as hunter
Current STIP Year 2011

Project List

Current search criteria: none

	Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process
>		KEL 1	CWCG	Kelso	West Main Street Realignm...	11-01		Approved		
>		KGCO-78	PSRC	King Co. DOT - Road Services	16th Avenue South Bridge	1102		Approved		
		Status	Amendment Number	Amendment Date	Effective Date	End Date				
		Approved (inactive)			1/10/2011	3/2/2011				
		Approved (inactive)	1101		3/3/2011	3/2/2011				

22. System will then bring up the **STIP Detail** screen for the record chosen, in this example the 1101 correction record was chosen to view.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as hunter
Current STIP Year 2011

Save Cancel Delete Edit

STIP Detail

* - Indicates required field

General Information

From 2011 To 2014 Amendment Correction

STIP ID KGCO-78 STIP Amendment 1101

Approved Date 03/03/2011

Agency

Agency* King Co. DOT - Road Services MPO/RTPO PSRC

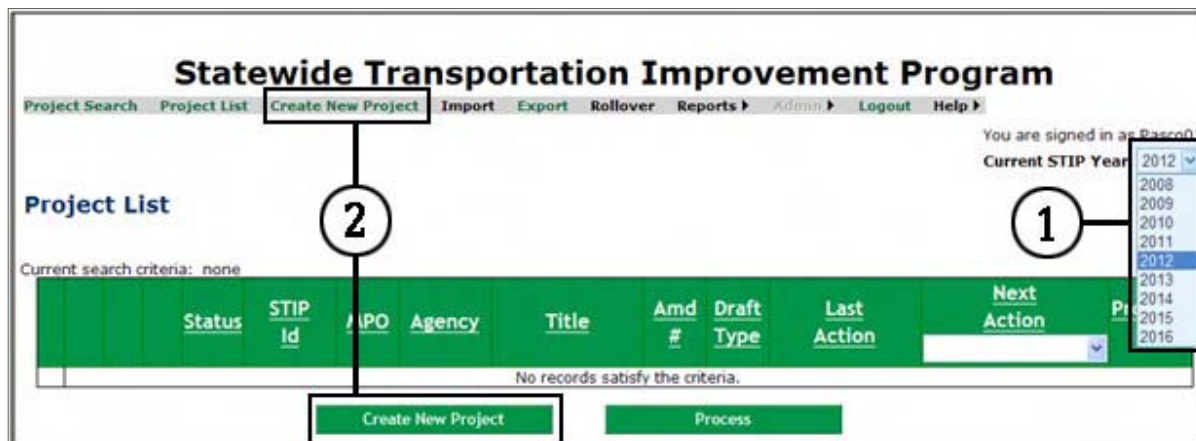
County King MPO Boundary* Inside Outside

Region Northwest MPO ID KGCO-78

Entering New Project

1. Log into **STIP** system via SAW. From the **Project List** screen, select the **Current STIP Year** from the dropdown menu.

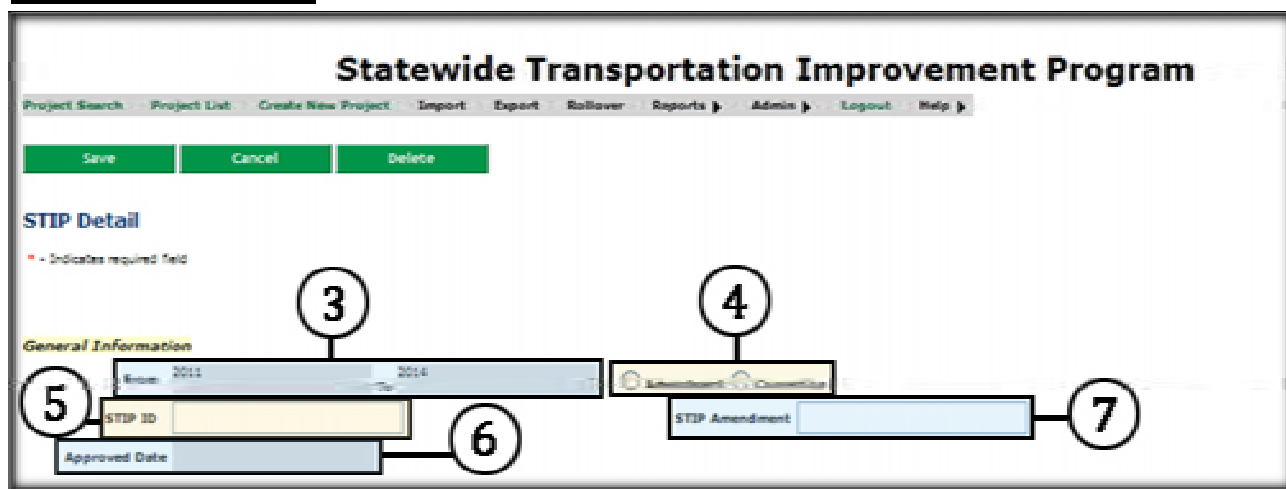
Current STIP Year displays the beginning year of the STIP (i.e. 2012-2015).



2. Click on **Create New Project** either from the gray tool bar or the green bar at bottom.

The **STIP Detail** screen is where you enter project information. For fields that are 'Required,' a red asterisk (*) is noted, all other fields are at the agency's discretion.

General Information



3. **From – To** Years for the applicable STIP. These fields are populated automatically by the system based on the **Current STIP Year** entered on the **Project List** screen.
4. Select the radio button that denotes whether the project is classified as a **STIP Amendment** or **Correction**

5. The **STIP ID** is (alpha-numeric 10 characters) the project's unique identifier (may be the same as the **MPO ID**, **Agency ID**, **PIN**, etc.). The **STIP ID** will be used to track the project throughout its life in the STIP. If you do not specify a **STIP ID** for the project, the system will automatically assign a **STIP ID**. Once a **STIP ID** is assigned it cannot be changed.
6. The **Approved Date** is when FHWA/FTA approved the project in the original STIP or STIP amendments. *H&LP use only*
7. The **STIP Amendment** (alpha-numeric 10 characters) identifies in which amendment an update to an existing project is made or a new project is added after the original approval of the STIP. *This field is updated by H&LP.*

Agency

The screenshot shows a form titled "Agency" with the following fields and callouts:

- 8**: Points to the "Agency*" dropdown menu with the placeholder text "[Select a Response]".
- 9**: Points to a box containing "County" and "Region" fields, which are populated based on the selected Agency.
- 10**: Points to the "MPO Boundary*" field, which includes radio buttons for "Inside" and "Outside".
- 11**: Points to the "MPO ID" text input field.

8. From the drop down menu, select the **Agency** responsible for the project.
9. **MPO/RTPO**, **County** and **Region** are automatically populated by system, based on the **Agency**.
10. Select where the project is located based upon the **MPO Boundary**: **Inside** – project is physically located inside the MPO boundaries; or **Outside** – project is physically located outside of the MPO boundaries. All RTPO projects will be **Outside**.
11. The **MPO ID** is (alpha numeric 20 characters) the identification number designated by MPO for the project. The **MPO ID** can also be the same as the **STIP ID**.

Project Information

The image shows a screenshot of a web-based form titled "Project Information". The form contains several input fields and checkboxes, each with a circled number pointing to it:

- 12**: Project Title *
- 13**: Regionally Significant* (radio buttons for Yes and No)
- 14**: Project Number (format: () XXXX(XXX))
- 15**: Agency Project Identifier
- 16**: Structure ID #
- 17**: PIN (WSDOT Projects)
- 18**: Road Name or Number
- 19**: Priority Number
- 20**: Begin Termini
- 21**: Total Project Length (miles (NNN.NN or NNN))
- 22**: End Termini
- 23**: RW Required (dropdown menu)
- 24**: Environmental Type (dropdown menu)
- 25**: Improvement Type* [Select a Response] (dropdown menu)
- 26**: Utility Codes (checkboxes for Cable TV, Gas, Other, Power, Sewer, Telephone, Water)
- 27**: Functional Class* [Select a Response] (dropdown menu)
- 28**: Project Description* (text area)
- 29**: Project Notes (text area)
- 29**: Total Estimated Cost of Project - All Phases/ All Funds (Planned and Secured)* (text field)

12. Enter the **Project Title** (alpha numeric 255 characters). The **Project Title** shall be utilized throughout the life of the project.

13. Select whether the project is **Regionally Significant** – **Yes** or **No**.

***Regionally Significant** projects are those that are on a facility which 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 are normally included in the modeling of the regional transportation network. At a minimum, this would include all principal arterial highways and all fixed guideway transit facilities that offer a significant alternative to regional highway travel.*

14. Enter the assigned federal aid number (alpha numeric 7 characters) as the **Project Number**.

15. Enter the identification number for the project designated by the **Agency** in the **Agency Project Identifier** (alpha numeric 10 characters). The **Agency Project Identifier** can also be the same as the **STIP ID**.

16. For bridge projects only, enter the **Structure ID #** (15 character numeric).
17. For WSDOT projects only, enter the assigned **PIN** (alpha numeric 7 characters).
18. Enter the **Road Name or Number** (alpha numeric 255 characters) for the project.
19. Enter the **Agency** project's **Priority Number** (10 character numeric).
20. Enter the milepost or street names (alpha numeric 255 characters) for the project's **Begin Termini** and **End Termini**.
21. Enter the **Total Project Length** in miles (6 character numeric).
22. From the **Environmental Type** drop down menu whether the project's environmental classification is: **CE** – Categorically Exempt; **DCE** – Documented Categorically Exempt; **EIS** – Environmental Impact Statement; or **EA** – Environmental Assessment.
23. Select from the **RW Required** drop down menu whether the project requires acquisition of right of way – **Yes** or **No**.
24. Check the appropriate **Utility Code(s)** box that may be relocated or impacted by the project.
25. Select from the drop down menu **Improvement Type** for the project.
[See Appendix A](#) for listing.
26. Select from the drop down menu the approved FHWA federal **Functional Class** for the project. [See Appendix B](#) for listing.
27. Describe the scope of work for the project in the **Project Description** (alpha numeric 1,000 characters).
28. Enter any **Agency** special remarks in **Project Notes** (alpha numeric 1,000 characters) about the project.
29. Enter the **Total Estimated Cost of Project** (38 characters numeric). The total estimated cost includes all phases and funding sources (Planned and Secured).

TIP Information

The screenshot shows a form titled "TIP Information" with four input fields. Callout 30 points to the "Agency Hearing" field, callout 31 to the "Agency Adopted" field, callout 32 to the "Amendment" field, and callout 33 to the "Resolution Number" field. Each field has a calendar icon to its right.

30. Enter the date of the public hearing in the **Agency Hearing**. (pop up calendar provided)
31. Enter the date the project was adopted by the **Agency's** council or commission in the **Agency Adopted**. (pop up calendar provided)
32. Enter the date the project was amended by the **Agency's** council or commission **Amendment**. (pop up calendar provided)
33. Enter the council or commission **Resolution Number** (if applicable) (alpha numeric 20 characters)
34. After all the above information is entered, click on **Save**

The screenshot shows the "Statewide Transportation Improvement Program" interface. At the top, there is a navigation menu with options: Project Search, Project List, Create New Project, Import, Export, Rollover, Reports, Admin, Logout, and Help. Below the menu are three buttons: Save, Cancel, and Delete. The "Save" button is highlighted with a callout 34. Below the buttons is the "STIP Detail" section, which includes a legend: "* - Indicates required field". The "General Information" section contains several fields: "From" (with a dropdown set to 2011) and "To" (with a dropdown set to 2014), "STIP ID" (text input), "Approved Date" (text input), and "STIP Amendment" (text input). There are also radio buttons for "Amendment" and "Correction".

35. If there are errors, the system will display them at the top of the **STIP Detail** screen. Once all errors have been corrected, click **Save**.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

Save Cancel Delete

* - Indicates required field
Please correct the following information:

- Regionally Significant
- Improvement Type
- Total Estimated Cost

General Information

From 2011 To 2014 Amendment Correction

STIP ID CAMAS 2 STIP Amendment

Approved Date

36. If no errors, the system will then display a message **Project Details have been saved successfully** at the top of the **STIP Detail** screen.

Note: This function must be completed prior to entering Phase Obligation Information.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

Save Cancel Delete

* - Indicates required field

Project Details have been saved successfully

General Information

From 2011 To 2014 Amendment Correction

STIP ID CAMAS 2 STIP Amendment

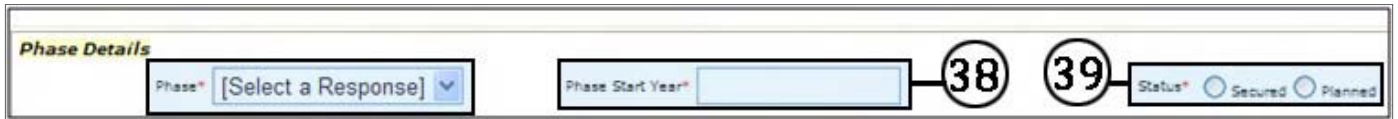
Approved Date

Phase Obligation Information



37. Press “Add” to input information.

Phase Details

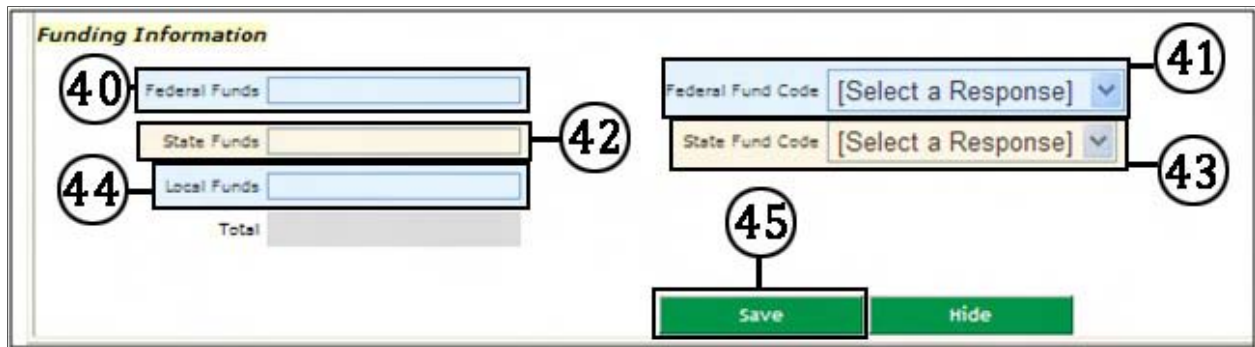


Select from the drop down menu **Phase**, select the project phase that will be further described: **PE** – preliminary engineering (design); **RW** – right of way; **CN** – construction; or **ALL** – for all phases.

38. Enter the **Phase Start Year** (4 character numeric) the funds are to be obligated.

39. Select the **Status** of the funding: **Secured** – **Agency** has the funding; or **Planned** – **Agency** has not determined funding and the phases are listed for planning purposes.

Funding Information



40. Enter the **Federal Funds** (15 character numeric) amount to the nearest dollar.

41. Select the type of federal funds from the **Federal Fund Code** drop down menu. [See Appendix C](#) for listing.

42. Enter the **State Funds** (15 character numeric) amount to the nearest dollar.

43. Select the type of state funds from the **State Fund Code** drop down menu. [See Appendix C](#) for listing.

Funding Information (continued)

44. Enter the **Local Funds** (15 character numeric) amount to the nearest dollar.
45. Click **Save**.
46. If there are errors the system will display them at the top of the **Phase Details** Information box.

Please correct the following information:

- Status
- Federal Fund Code is required for federal funds

Phase Details

Phase* PE Phase Start Year* 2011 Status* Secured Planned

Funding Information

Federal Funds 400 Federal Fund Code [Select a Response]

State Funds State Fund Code [Select a Response]

Local Funds 200

Total 600

Save Hide

47. Once errors are corrected, click **Save**.

If no errors, the information is displayed as follows.

Phase Obligation Information (Enter amounts to nearest dollar)

	Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
	PE	2011	STP(U)	160			160	320	Secured
	RW	2012	STP(U)	190			190	380	Secured
Total				350			350	700	

Add

Funding Information (continued)

48. If the phase information is not entered for a project, then the project will show on the **Project List** screen with an **Error** in the status column.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2012

Project List

Current search criteria: none

		Status	STIP Id	MPO	Agency	Title	Amd Draft #	Type	Last Action	Next Action	Pro
			CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig			
						10th Avenue		Orig			

Change page: < 1 >
Displaying page 1 of 1, items 1 to 2 of 2.
Change page: 1 Go Page size: 2 Change

Create New Project Process

49. Double click on the **Error Icon**.

50. System displays the **Error**.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2012

Project List

Current search criteria: none

		Status	STIP Id	MPO	Agency	Title	Amd Draft #	Type	Last Action	Next Action	Pro
			CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig			
			CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig			

Change page: < 1 >
Displaying page 1 of 1, items 1 to 2 of 2.
Change page: 1 Go Page size: 2 Change

Create New Project Process

A project must have **Phase Obligation Information** prior to submitting to the MPO, RTPPO or WSDOT.

Expenditure Schedule

Expenditure Schedule is the year the **Agency** anticipates to expend the funds identified in the **Phase Obligation Information**, whether the funding is **Secured** or **Planned**. **Expenditure Schedule** can be equal to or higher than the total amount shown in the **Phase Obligation Information**, but cannot be zero.

51. Enter the **Expenditure Schedule** by either: each separate Phase; or the total of ALL Phase.

<i>Expenditure Schedule</i>						
Phase	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year
PE	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
RW	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
CN	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ALL	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Totals	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

52. Click **Save** at the top of the page

The project has been successfully added to the **Agency's** list of projects.

Statewide Transportation Improvement Program

Project Search | Project List | Create New Project | Import | Export | Rollover | Reports | Admin | Logout | Help

You are signed in as Pasco01
Current STIP Year: 2012

Project List

Current search criteria: none

	Status	STIP Id	MPO	Agency	Title	Amd Draft #	Type	Last Action	Next Action	Process
			CLRXCO 12	RTC	Clark Co.		Orig		<input type="text"/>	<input type="checkbox"/>
			CLRXCO 16	RTC	Clark Co.		Orig		<input type="text"/>	<input type="checkbox"/>

Change page: 1 | 1 |
Displaying page 1 of 1, items 1 to 2 of 2.
Change page: 1 | Go | Page size: 2 | Change

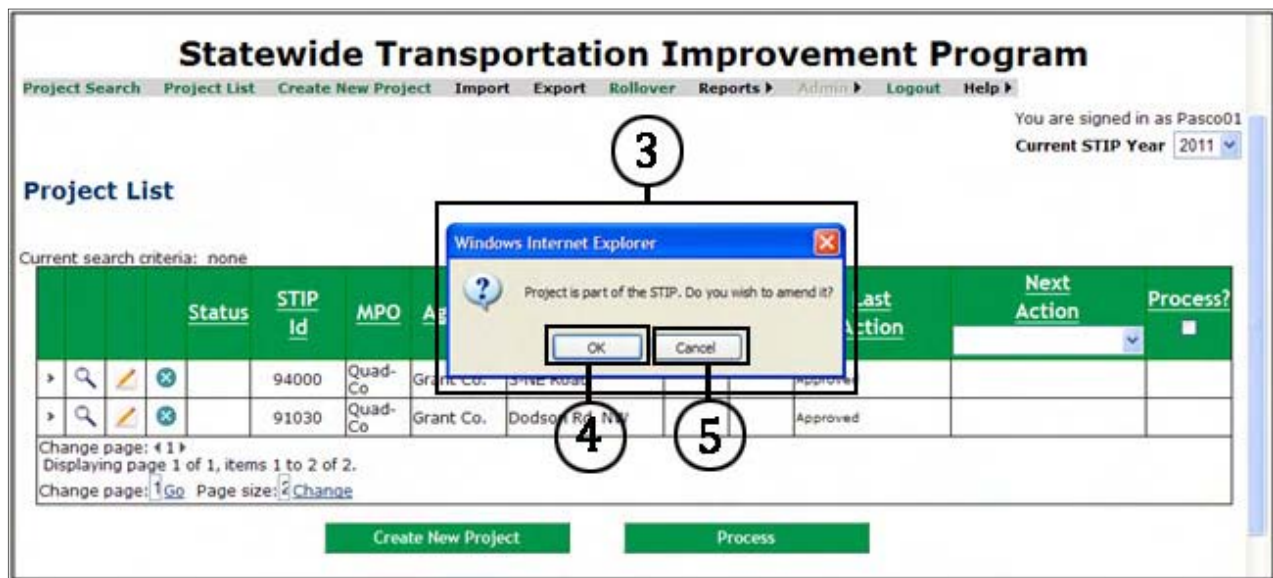
Create New Project
Process

Modify a Project

1. Log into **STIP** system via SAW. The **Project List** screen is displayed.
2. Click on the **Pencil** icon next to the project you want to modify.

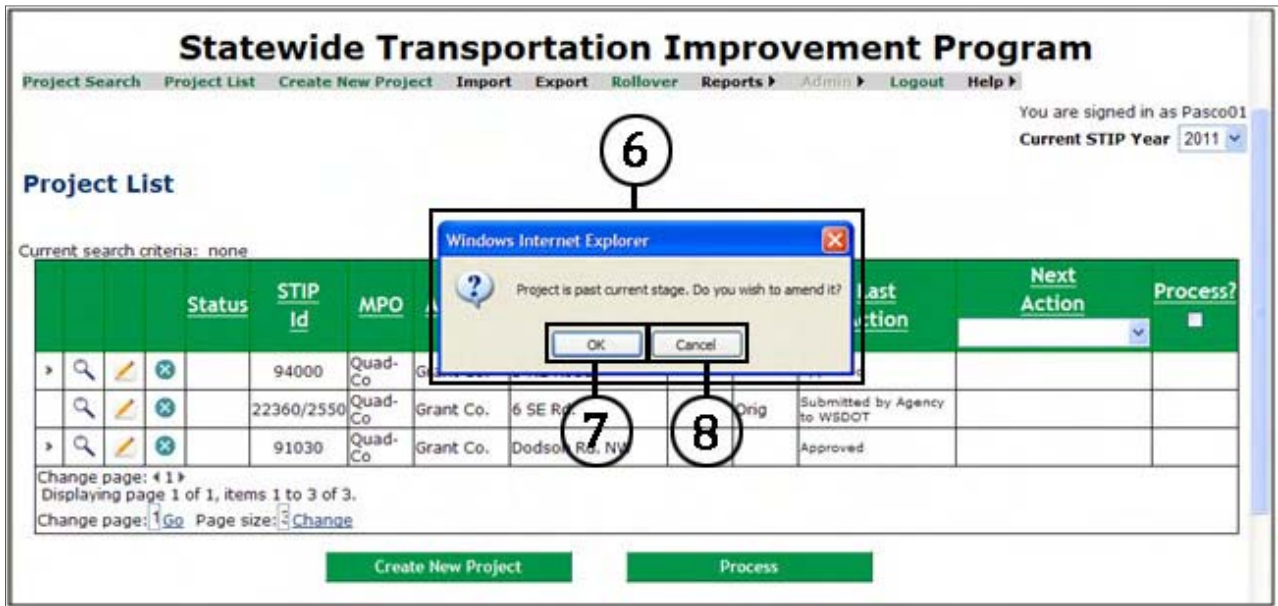


3. If the project selected is included in the current approved STIP, **Project is part of the STIP. Do you wish to amend it?** Is displayed.



4. Select **Okay** to amend the project.
5. Select **Cancel**, if the selection is incorrect.

- If the project selected has been forwarded on to MPO, RTPPO or H&LP, **Project is past current stage. Do you wish to amend it?** is displayed.



- Click **Okay** to amend the project.
- Click **Cancel**, if the selection is incorrect.
- STIP Detail** screen appears for the project, with **Amendment** highlighted. If the modification is a correction, click on the **Correction** radio button. See **Appendix D** for examples of Amendments and Corrections. (add hyperlink)



- Modify the project information, click **Save**.
- Click **Cancel** if you choose not to include the updates previously made.

STIP will display the **STIP Detail** screen with no change to existing data.

12. If there are errors the system will display them at the top of the **STIP Detail** screen.

The screenshot shows the 'Statewide Transportation Improvement Program' interface. At the top, there is a navigation bar with links: Project Search, Project List, Create New Project, Import, Export, Rollover, Reports, Admin, Logout, and Help. Below the navigation bar are three buttons: Save, Cancel, and Delete. A red asterisk icon indicates a required field. A yellow box highlights the error message: 'Please correct the following information:' followed by a list of errors: 'Improvement Type' and 'Total Estimated Cost'. A green box highlights the Save, Cancel, and Delete buttons. The 'General Information' section includes fields for 'From' (2011) and 'To' (2014), radio buttons for 'Amendment' (selected) and 'Correction', 'STIP ID' (94000), and 'STIP Amendment'. The 'Approved Date' field is empty.

13. Click **Save** after correcting errors.

14. If no errors, a message **Project Details have been saved successfully** will show at the top of the page.

The screenshot shows the 'Statewide Transportation Improvement Program' interface. At the top, there is a navigation bar with links: Project Search, Project List, Create New Project, Import, Export, Rollover, Reports, Admin, Logout, and Help. Below the navigation bar are three buttons: Save, Cancel, and Delete. A red asterisk icon indicates a required field. A blue box highlights the success message: 'Project Details have been saved successfully'. The 'General Information' section includes fields for 'From' (2011) and 'To' (2014), radio buttons for 'Amendment' (selected) and 'Correction', 'STIP ID' (94000), and 'STIP Amendment'. The 'Approved Date' field is empty.

Add New Phase

15. Scroll down the **STIP Detail** screen to **Phase Obligation Information**, click **Add**.

Phase Obligation Information (Enter amounts to nearest dollar)

Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
PE	2011	STP(R)	14,000			2,000	16,000	Secured
CN	2011	STP(R)	834,000			130,000	964,000	Secured
Total			848,000			132,000	980,000	

Add 15

16. Select from the drop down menu **Phase**, select the project phase that will be further described: **PE** – preliminary engineering (design); **RW** – right of way; **CN** construction; or **ALL** – for all phases.

17. Enter the **Phase Start Year** (4 character numeric) the funds are to be obligated.

18. Select the **Status** of the funding: **Secured** – **Agency** has the funding; or **Planned** – **Agency** has not determined funding and the phases are listed for planning purposes.

Phase Obligation Information (Enter amounts to nearest dollar)

Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
PE	2011	STP(R)	14,000			2,000	16,000	Secured
CN	2011	STP(R)	834,000			130,000	964,000	Secured
Total			848,000			132,000	980,000	

Add

Phase Details

16 Phase* [Select a Response] 17 Phase Start Year* 18 Status* Secured Planned

Funding Information

19 Federal Funds 20 Federal Fund Code [Select a Response]

21 State Funds 22 State Fund Code [Select a Response]

23 Local Funds

Total

Save **Hide**

Add New Phase (continued)

19. Enter the **Federal Funds** (15 character numeric) amount to the nearest dollar.
20. Select the type of federal funds from the **Federal Fund Code** drop down menu. [See Appendix C](#) for listing.
21. Enter the **State Funds** (15 character numeric) amount to the nearest dollar.
22. Select the type of state funds from the **State Fund Code** drop down menu. [See Appendix C](#) for listing.
23. Enter the **Local Funds** (15 character numeric) amount to the nearest dollar.

Phase Obligation Information (Enter amounts to nearest dollar)

Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
PE	2011	STP(R)	3,000			1,000	4,000	Secured
CN	2011	STP(R)	66,000			10,000	76,000	Secured
Total			69,000			11,000	80,000	

Add

Phase Details

Phase = RW Phase Start Year = 2011 Status = Secured Planned

Funding Information

Federal Funds Federal Fund Code STP(R)

State Funds State Fund Code [Select a Response]

Local Funds

Total

Save **Hide** **24**

24. If you choose not to include the Phase updates, click on the **Hide** button and the system will display the **Phase Obligation Information** unchanged as shown below.

Phase Obligation Information (Enter amounts to nearest dollar)

Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
PE	2011	STP(R)	3,000			1,000	4,000	Secured
CN	2011	STP(R)	66,000			10,000	76,000	Secured
Total			69,000			11,000	80,000	

Add

Add New Phase (continued)

25. Click the **Save** button to save the new phase information.

Phase Obligation Information (Enter amounts to nearest dollar)

Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
PE	2011	STP(R)	3,000			1,000	4,000	Secured
CN	2011	STP(R)	66,000			10,000	76,000	Secured
Total			69,000			11,000	80,000	

Add

Phase Details

Phase: RW
Phase Start Year: 2011
Status: Secured Planned

Funding Information

Federal Funds: 20000
State Funds:
Local Funds: 100000
Total: 120,000

Federal Fund Code: STP(R)
State Fund Code: [Select a Response]

25 **Save** **Hide**

26. If Errors, the system will display as shown below.

Phase Obligation Information (Enter amounts to nearest dollar)

Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
PE	2011	STP(R)	3,000			1,000	4,000	Secured
CN	2011	STP(R)	66,000			10,000	76,000	Secured
Total			69,000			11,000	80,000	

Add

Please correct the following information:

- Status
- Federal Fund Code is required for federal funds

26

Phase Details

Phase: RW
Phase Start Year: 2011
Status: Secured Planned

Funding Information

Federal Funds: 20000
State Funds:
Local Funds: 100000
Total: 120,000

Federal Fund Code: [Select a Response]
State Fund Code: [Select a Response]

Save **Hide**

Add New Phase (continued)

27. Once errors are corrected, click **Save**.

Phase Obligation Information (Enter amounts to nearest dollar)

	Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
	PE	2011	STP(R)	3,000			1,000	4,000	Secured
	CN	2011	STP(R)	66,000			10,000	76,000	Secured
Total				69,000			11,000	80,000	

Add

Please correct the following information:

- Status
- Federal Fund Code is required for federal funds

Phase Details

Phase = RW Phase Start Year = 2011 Status = Secured Planned

Funding Information

Federal Funds 200000 Federal Fund Code [Select a Response]

State Funds State Fund Code [Select a Response]

Local Funds 100000

Total 120,000

27

Save **Hide**

28. The system will then show the new phase in the **Phase Obligation Information**.

Phase Obligation Information (Enter amounts to nearest dollar)

	Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
	PE	2011	STP(R)	3,000			1,000	4,000	Secured
	RW	2011	STP(R)	20,000			100,000	120,000	Secured
	CN	2011	STP(R)	66,000			10,000	76,000	Secured
Total				89,000			111,000	200,000	

Add

Add New Phase (continued)

29. Update the Expenditure Schedule.

Expenditure Schedule

Phase	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year
PE	4,000					
RW		120,000				
CN		76,000				
ALL						
Totals	4,000	196,000				

30. Click **Save** at top of page. If no errors, a message **Project Details have been saved successfully** will show at the top of the page.

Statewide Transportation Improvement Program

Project Search | Project List | Create New Project | Import | Export | Rollover | Reports | Admin | Logout | Help

Save | Cancel | Delete

You are signed in as Pasco01
Current STIP Year: 2011

* - Indicates required field

Project Details have been saved successfully (30)

General Information

From 2011 To 2014 Amendment Correction

STIP ID: 94000 STIP Amendment:

Approved Date:

Edit Existing Phase

31. Scroll down the **STIP Detail** screen to **Phase Obligation Information** section; click on the **Pencil** icon next to the phase you want to modify.

Phase Obligation Information (Enter amounts to nearest dollar)

	Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
(31)	PE	2011 STP(R)		3,000			1,000	4,000	Secured
	RW	2011 STP(R)		66,000			10,000	76,000	Secured
	Total			69,000			11,000	80,000	

Add

Edit Existing Phase (continued)

32. Existing information is displayed.

Phase Details

Phase* PE Phase Start Year* 2011 Status* Secured Planned

Funding Information

Federal Funds 3,000 Federal Fund Code STP(R) State Fund Code [Select a Response]

State Funds Local Funds 1,000 Total 4,000

33

33. Make needed changes, click **Update**.

Phase Details

Phase* PE Phase Start Year* 2011 Status* Secured Planned

Funding Information

Federal Funds 30,000 Federal Fund Code STP(S) State Fund Code [Select a Response]

State Funds Local Funds Total 30,000

34

34. If you choose not to include the Phase updates, click on the **Hide** button and the system will display the **Phase Obligation Information** unchanged as shown below.

Phase Obligation Information (Enter amounts to nearest dollar)

	Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
	<input checked="" type="checkbox"/> PE	2011	STP(R)	3,000			1,000	4,000	Secured
	<input checked="" type="checkbox"/> CN	2011	STP(R)	66,000			10,000	76,000	Secured
Total				69,000			11,000	80,000	

Edit Existing Phase (continued)

35. If Errors, the system will display as shown below.

Please correct the following information:

- [Phase start year is required and must be numeric](#)
- [Federal Fund Code is required for federal funds](#)

35

Phase Details

Phase* PE Phase Start Year*

Status* Secured Planned

Funding Information

Federal Funds Federal Fund Code

State Funds State Fund Code

Local Funds

Total 30,000

36

36. Correct Errors, click **Update**.

Phase Obligation Information (Enter amounts to nearest dollar)

	Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
	PE	2011	STP(S)	30,000				30,000	Secured
	CN	2012	STP(S)	170,000				170,000	Secured
Total				200,000				200,000	

37. The system will then show the new phase information in the **Phase Obligation Information**.

Expenditure Schedule

Phase	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year
PE	15000	15000				
RW						
CN		170000				
ALL						
Totals	15,000	185,000				

38. Update the Expenditure Schedule.

Edit Existing Phase (continued)

39. Click **Save** at top of page. If no errors, a message **Project Details have been saved successfully** will show at the top of the page.

The screenshot shows the 'Statewide Transportation Improvement Program' web interface. At the top, there is a navigation menu with options like 'Project Search', 'Project List', 'Create New Project', 'Import', 'Export', 'Rollover', 'Reports', 'Admin', 'Logout', and 'Help'. Below the menu, there are three buttons: 'Save', 'Cancel', and 'Delete'. The 'Save' button is highlighted with a green box and a circled '39'. To the right, it says 'You are signed in as Pasco01' and 'Current STIP Year' is set to '2011'. A blue message box at the top reads 'Project Details have been saved successfully'. Below this is the 'General Information' section with fields for 'From' (2011), 'To' (2014), 'Amendment' (selected), 'Correction' (unselected), 'STIP ID' (94000), and 'STIP Amendment'. There is also an 'Approved Date' field.

Delete Existing Phase

40. Scroll down the **STIP Detail** screen to **Phase Obligation Information** section; click the 'x' icon next to the phase you want to delete.

Phase Obligation Information (Enter amounts to nearest dollar)

	Phase	Year	Fed Fund	Fed Amt	State Fund	State Amt	Local Amt	Total Amt	Status
	PE	2011	STP(R)	3,000			1,000	4,000	Secured
	RW	2011	STP(R)	20,000			100,000	120,000	Secured
	Delete Funding		STP(R)	66,000			10,000	76,000	Secured
Total				89,000			111,000	200,000	

Add 40

Delete Existing Phase (continued)

Phase Obligation Information (Enter amounts to nearest dollar)

	Phase	Year	Fed Fund	Fed Amt	State Fun
	PE	2011 STP(R)		3,000	
	RW	2011 STP(R)		20,000	
	CN	2012 STP(R)		66,000	
Total				89,000	

Windows Internet Explorer

Do you want to delete? Click Ok to continue

OK Cancel

41 42

Add

41. Click **Okay** to delete phase.

42. If error, click **Cancel**

Delete a Project

43. From the **Project List** screen, click the 'x' icon next to the project you want to delete.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

	Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
		94000	Quad-Co	Grant Co.	3-NE Road			Approved		
		94000	Quad-Co	Grant Co.	3-NE Road		Amdmt			<input type="checkbox"/>
		22360/2550	Quad-Co	Grant Co.	6 SE Rd.		Orig	Submitted by Agency to WSDOT		
		91030	Quad-Co	Grant Co.	Dodson Rd. NW		Amdmt			<input type="checkbox"/>
		91030	Quad-Co	Grant Co.	Dodson Rd. NW			Approved		

Change page: 4 1
Displaying page 1 of 1, items 1 to 5 of 5.
Change page: 1 Go Page size: 5 Change

Create New Project Process

Delete a Project (continued)

44. The system will prompt **Do you want to delete?**

The screenshot shows the 'Statewide Transportation Improvement Program' Project List. A dialog box is open over the table, asking 'Do you want to delete 'Dodson Rd. NW ?'. The dialog has 'OK' and 'Cancel' buttons. Callout 44 points to the dialog, 45 to the OK button, and 46 to the Cancel button.

			Status	STIP Id	MPO	Agency	Last Action	Next Action	Process?
>	🔍	✍️	⊗	94000	Quad-Co	Grant Co.	Approved		<input type="checkbox"/>
	🔍	✍️	⊗	94000	Quad-Co	Grant Co.	3-NE Road	Amdmt	<input type="checkbox"/>
	🔍	✍️	⊗	22360/2550	Quad-Co	Grant Co.	6 SE Road	Orig	Submitted by Agency to WSDOT
	🔍	✍️	⊗	91030	Quad-Co	Grant Co.	Dodson Rd. NW	Amdmt	<input type="checkbox"/>
>	🔍	✍️	⊗	91030	Quad-Co	Grant Co.	Dodson Rd. NW	Approved	<input type="checkbox"/>

Change page: < 1 >
Displaying page 1 of 1, items 1 to 5 of 5.
Change page: [Go](#) Page size: [Change](#)

[Create New Project](#) [Process](#)

45. Click **Okay** to delete project.

46. If error, click **Cancel**

PROJECT SEARCH

1. Log into **STIP** system via SAW. The **Project List** screen will be displayed. Click on **Project Search** in gray tool bar.

Statewide Transportation Improvement Program

Project Search | Project List | Create New Project | Import | Export | Rollover | Reports | Admin | Logout | Help

You are signed in as huntlen
Current STIP Year: 2011

Project List

Current search criteria: none

				Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
>	🔍	✏️	⊗		KEL 1	CWCG	Kelso	West Main Street Realignm...	11-01		Approved		
>	🔍	✏️	⊗		KGCO-78	PSRC	King Co. DOT - Road Services	16th Avenue South Bridge ...	1102		Approved		
>	🔍	✏️	⊗		94000	Quad-Co	Grant Co.	3-NE Road			Approved		
	🔍	✏️	⊗		94000	Quad-Co	Grant Co.	3-NE Road	11-02	Amdmt			
	🔍	✏️	⊗		22360/2550	Quad-Co	Grant Co.	6 SE Rd.		Orig	Submitted by Agency to WSDOT		<input type="checkbox"/>
>	🔍	✏️	⊗		91030	Quad-Co	Grant Co.	Dodson Rd. NW			Approved		
>	🔍	✏️	⊗		KITTCO 3	Quad-Co	Kittitas Co.	Run-off-Road Safety Impro...	11-02		Approved		
	🔍	✏️	⊗	🚫	CAMAS 2	RTC	Camas	NW 38th Avenue/SE 20th St...		Orig			<input type="checkbox"/>

PROJECT SEARCH (continued)

2. **Project Search** screen allows you to search for projects by STIP Year, Agency, MPO/RTPO, PIN Number, Amendment Number, et al, or a combination of criteria.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as huntlen
Current STIP Year 2011

Project Search

Agency

County

MPO/RTPO

WSDOT Region

STIP Amendment Number

Environmental Type

Priority Number

PIN

Title

WSDOT STIP Id

MPO/RTPO Project Id

Agency Project Id

Fed Fund Code

State Fund Code

Funding Secured Planned

Approved?

Amended?

New?

Last Action

Next Action

Approved As Of

Search

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3. Enter a single or combination of fields shown, select **Search**.

Example 1 - Search for the city of Kelso projects that are approved in the STIP.

4. For **Agency**, select Kelso from the drop down menu

The screenshot shows the 'Project Search' section of the Statewide Transportation Improvement Program. The 'Agency' dropdown menu is set to 'Kelso' and is circled with a '4'. The 'County' dropdown menu is empty. The page header includes navigation links like 'Project Search', 'Project List', 'Create New Project', 'Import', 'Export', 'Rollover', 'Reports', 'Admin', 'Logout', and 'Help'. The user is signed in as 'hunten' and the current STIP year is '2011'.

5. Scroll down to **Approved?**, check the box.

The screenshot shows the search filters section. The 'Approved?' checkbox is checked and circled with a '5'. The 'Search' button is circled with a '6'. Other filters include 'Funding', 'Secured', 'Planned', 'Amended?', 'New?', 'Last Action', 'Next Action', and 'Approved As Of'.

6. Click **Search**.

7. **Project List** screen displays projects that satisfy the search criteria.

The screenshot shows the 'Project List' screen. The search criteria are 'Agency : Kelso, Approved : Y'. The table below displays the search results:

	Status	STIP Id	MPD	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
		KEL 1	CWCG	Kelso	West Main Street Realignm...	11-01		Approved		

Change page: 1 of 1
Displaying page 1 of 1, items 1 to 1 of 1.
Change page: 1 Go Page size: 1 Change

Buttons: Create New Project, Process

Example 2 - Search for city of Kelso projects in STIP year 2012.

8. **Current STIP Year** select 2012 from the drop down menu.

Statewide Transportation Improvement Program

Project Search | Project List | Create New Project | Import | Export | Rollover | Reports | Admin | Logout | Help

You are signed in as huntlen
Current STIP Year 2012

Project Search

Agency Kelso
County
MPO/RTPO
 Any
 Inside
 Outside

9. For **Agency**, select Kelso from the drop down menu

10. Click **Search**.

11. **Project List** screen displays projects that satisfy the search criteria.

12. If no projects, **No records satisfy the criteria** is displayed.

Statewide Transportation Improvement Program

Project Search | Project List | Create New Project | Import | Export | Rollover | Reports | Admin | Logout | Help

You are signed in as huntlen
Current STIP Year 2012

Project List

Current search criteria: Agency : Kelso

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
No records satisfy the criteria.									

Create New Project | Process

Submitting Projects - Agencies

1. Log into **STIP** system via SAW. The **Project List** screen is displayed showing projects,

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco
Current STIP Year 2011

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?	
			CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...		Orig	Submitted by MPO/RTPO	
			CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig		<input type="checkbox"/>
			CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig		<input type="checkbox"/>
			CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...		Orig	Submitted by MPO/RTPO	
			CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig	Submitted by MPO/RTPO	
			CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig		<input type="checkbox"/>

Change page: < 1 >
Displaying page 1 of 1, items 1 to 6 of 6.
Change page: [Go](#) Page size: [Change](#)

2. To submit projects individually, go to the project's **Next Action** column, select either **Submit to MPO** or **Submit to WSDOT** from the dropdown menu.

*Agencies within the boundaries of an MPO must **submit projects to their MPO**. Rural agencies and County lead agencies can choose either **Submit to MPO** (which will go to their RTPO) or can choose to **Submit to WSDOT**.*

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco
Current STIP Year 2011

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?	
			CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...		Orig	Submitted by MPO/RTPO	
			CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig		<input type="checkbox"/>
			CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig		<input type="checkbox"/>
			CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...		Orig	Submitted by MPO/RTPO	
			CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig	Submitted by MPO/RTPO	
			CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig		<input type="checkbox"/>

Change page: < 1 >
Displaying page 1 of 1, items 1 to 6 of 6.
Change page: [Go](#) Page size: [Change](#)

2

- Go to the project's Process column and check box. *If the agency decides not to submit a project then check the Process box again (which clears the box) and the project is not submitted.*

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco0
Current STIP Year 2011

Project List

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
					CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...		Orig	Submitted by MPO/RTPO	<input type="checkbox"/>
					CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submit to MPO	<input checked="" type="checkbox"/>
					CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig		<input type="checkbox"/>

3

- To submit the project, click the **Process** button at bottom of page.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco0
Current STIP Year 2011

Project List

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
					CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...		Orig	Submitted by MPO/RTPO	<input type="checkbox"/>
					CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submit to MPO	<input checked="" type="checkbox"/>
					CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig		<input type="checkbox"/>
					CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...		Orig	Submitted by MPO/RTPO	<input type="checkbox"/>
					CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig	Submitted by MPO/RTPO	<input type="checkbox"/>
					CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig		<input type="checkbox"/>

Change page: 1 of 1
Displaying page 1 of 1, items 1 to 6 of 6.
Change page: 1 Go Page size: 6 Change

4

Create New Project
Process

5. A summary display of the project(s) is provided. Select **Confirm** to continue process or **Cancel**.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01

Confirm Processing

Agency	Title	Action
Clark Co.	78th Street Signal Optimization Project	Submit to MPO

Confirm Cancel

6. System returns to the **Project List** screen, with prompt **Projects were processed successfully**. Also, shows **Submitted** in the Last Action Column.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Projects were processed successfully.

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...		Orig	Submitted by MPO/RTPO		
	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by Agency to MPO/RTPO		

7. To submit multiple projects at one time, go to the Next Action column and select either **Submit to MPO** or **Submit to WSDOT** from the dropdown menu in header.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...		Orig	Submitted by MPO/RTPO		
	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by Agency to MPO/RTPO		
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig			
	CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...		Orig	Submitted by MPO/RTPO		
	CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig	Submitted by MPO/RTPO		
	CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig			

Change page: 41
Displaying page 1 of 1, items 1 to 6 of 6.
Change page: 1 Go Page size: 6 Change

Create New Project Process

- A system prompt appears, **Do you want to change project actions to the selected action?** Select **OK** to update or select **Cancel** to cancel the action.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 11	RTC						Submit to MPO	<input type="checkbox"/>
	CLRKCO 14	RTC							
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Returned to Agency by MPO/RTPO		<input type="checkbox"/>
	CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...		Orig	Submitted by MPO/RTPO		<input type="checkbox"/>

- To process multiple projects, go to the Process column, check the box in the header. This automatically fills in the boxes for projects that have an action in the **Next Action** column.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

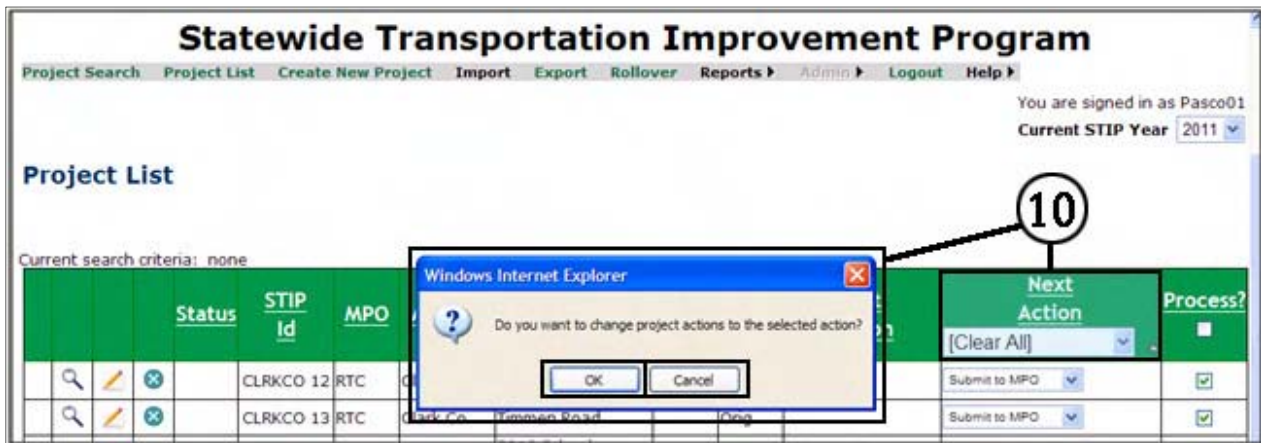
You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Returned to Agency by MPO/RTPO	Submit to MPO	<input checked="" type="checkbox"/>
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Returned to Agency by MPO/RTPO	Submit to MPO	<input checked="" type="checkbox"/>
	CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Returned to Agency by MPO/RTPO	Submit to MPO	<input checked="" type="checkbox"/>
				2010 School					<input type="checkbox"/>

- To clear the **Next Action** from all projects, select **Clear All** from the dropdown menu in the header. A system prompt appears **Do you want to change project actions to the selected action?** Click **OK** the system will clear the actions or click **Cancel**.



- To submit projects select the **Process** button at bottom of page.



- A summary display of the project(s) is provided. Select **Confirm** to continue process or **Cancel**.



13. System returns to the **Project List** screen, with prompt **Projects were processed successfully**. Also, shows **Submitted** in the Last Action Column.

Statewide Transportation Improvement Program

Project Search | Project List | Create New Project | Import | Export | Rollover | Reports | Admin | Logout | Help

You are signed in as Pasco01
Current STIP Year: 2011

Project List

Projects were processed successfully. **13**

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
				CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by Agency to MPO/RTPO		
				CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO		
				CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by Agency to MPO/RTPO		

Submitting Projects – MPOs and RTPOs

1. Log into **STIP** system via SAW. The **Project List** screen will be displayed showing projects,

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	🔍	✍️	⊗	CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by Agency to MPO/RTPO	▼	<input type="checkbox"/>
	🔍	✍️	⊗	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by Agency to MPO/RTPO	▼	<input type="checkbox"/>
	🔍	✍️	⊗	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO	▼	<input type="checkbox"/>
	🔍	✍️	⊗	CAMAS 2	RTC	Camas	NW 38th Avenue/SE 20th St...		Orig			
>	🔍	✍️	⊗	CLRKCO 16	RTC	Clark Co.	NE 10th Avenue			Approved		
>	🔍	✍️	⊗	CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...			Approved		
>	🔍	✍️	⊗	CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...			Approved		
>	🔍	✍️	⊗	400513P	RTC	WSDOT - SW	I-5/Interstate Bridge to ...	11-02		Approved		

Returning a Project to Agency

2. To return project(s) to an agency go to the project's **Next Action** column and select **Return to Agency** from the drop down menu.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	🔍	✍️	⊗	CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by Agency to MPO/RTPO	▼	<input type="checkbox"/>
	🔍	✍️	⊗	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by Agency to MPO/RTPO	▼	<input type="checkbox"/>
	🔍	✍️	⊗	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO	▼	<input type="checkbox"/>

②

Returning a Project to Agency (continued)

- Go to the project's Process column and check box. *If the MPO/RTPO decides not to return a project then check the Process box again (which clears the box) and the project is not returned.*

Statewide Transportation Improvement Program

Project Search | Project List | Create New Project | Import | Export | Rollover | Reports | Admin | Logout | Help

You are signed in as Pasco01
Current STIP Year: 2011

Project List

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
				CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by Agency to MPO/RTPO	Return to Agency	<input checked="" type="checkbox"/>
				CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by Agency to MPO/RTPO		<input type="checkbox"/>
				CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO		<input type="checkbox"/>

- To submit the project, select the **Process** button at bottom of page.

Current STIP Year: 2011

Project List

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
				CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by Agency to MPO/RTPO	Return to Agency	<input checked="" type="checkbox"/>
				CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by Agency to MPO/RTPO		<input type="checkbox"/>
				CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO		<input type="checkbox"/>
				CAMAS 2	RTC	Camas	NW 38th Avenue/SE 20th St...		Orig			
>				CLRKCO 16	RTC	Clark Co.	NE 10th Avenue			Approved		
>				CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...			Approved		
>				CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...			Approved		
>				400513P	RTC	WSDOT - SW	I-5/Interstate Bridge to ...	11-02		Approved		

Change page: < 1 >
Displaying page 1 of 1, items 1 to 8 of 8.
Change page: Go Page size: Change

4

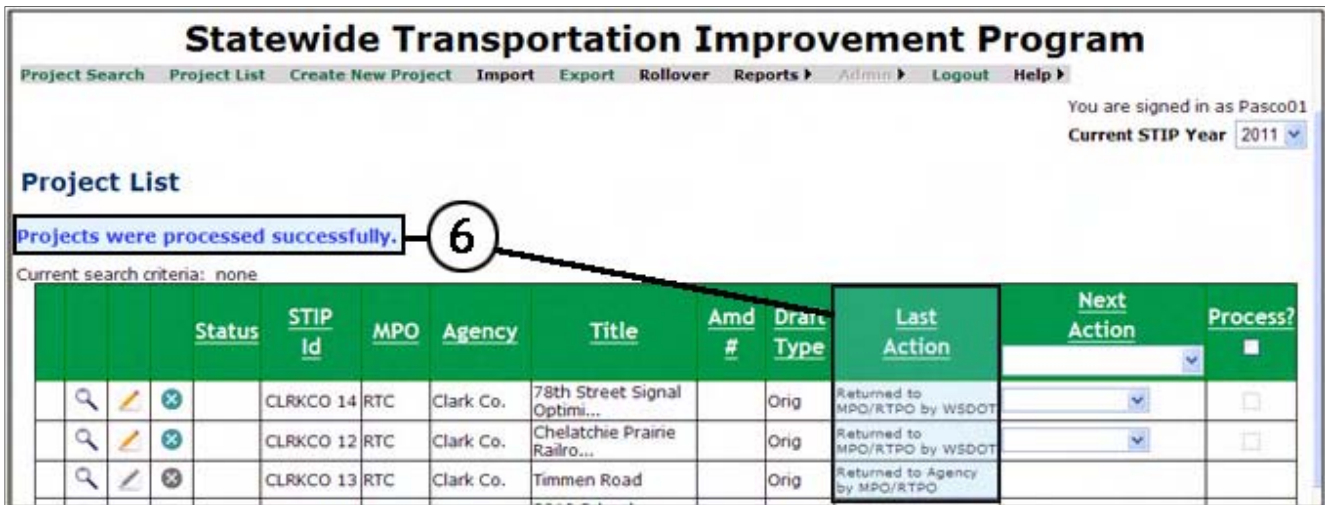
Create New Project
Process

Returning a Project to Agency (continued)

5. A summary display of the project(s) is provided. Select **Confirm** to continue process or **Cancel**.



6. System returns to the **Project List** screen, with prompt **Projects were processed successfully**. Also, shows **Returned** in the Last Action Column.



Submitting to WSDOT

- To submit projects individually, go to the project's **Next Action** column, and select **Submit to WSDOT** from the dropdown menu.

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input type="checkbox"/>
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO	Return to Agency	<input type="checkbox"/>

- Go to the project's Process column and check box. *If the MPO/RTPO decides not to submit a project then check the Process box again (which clears the box) and the project is not returned.*

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input checked="" type="checkbox"/>
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO		<input type="checkbox"/>

- To submit the project, select the **Process** button at bottom of page.

								Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input checked="" type="checkbox"/>
								Submitted by Agency to MPO/RTPO		<input type="checkbox"/>

Change page: 1 of 1
Displaying page 1 of 1, items 1 to 8 of 8.
Change page: [Go](#) Page size: [Change](#)

Create New Project Process

Submitting to WSDOT (continued)

10. A summary display of the project(s) is provided. Select **Confirm** to continue process or **Cancel**.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco0

Confirm Processing

Agency	Title	Action
Clark Co.	78th Street Signal Optimization Project	Submit to WSDOT

Confirm Cancel **10**

11. System returns to the **Project List** screen, with prompt **Projects were processed successfully**. Also, shows **Submitted** in the Last Action Column.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco0
Current STIP Year 2011

Project List

Projects were processed successfully. **11**

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
>	🔍	✍️	⊗	CLRKCO 16	RTC	Clark Co.	NE 10th Avenue			Approved		
>	🔍	✍️	⊗	CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...			Approved		
>	🔍	✍️	⊗	CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...			Approved		
>	🔍	✍️	⊗	400513P	RTC	WSDOT - SW	I-5/Interstate Bridge to ...	11-0...		Approved		
	🔍	✍️	⊗	CAMAS 2	RTC	Camas	NW 38th Avenue/SE 20th St...		Orig			
	🔍	✍️	⊗	CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Returned to Agency MPO/RTPO		
	🔍	✍️	⊗	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by MPO/RTPO		

Submitting to WSDOT (continued)

12. To submit multiple projects at one time, go to the Next Action column and select **Submit to WSDOT** from the dropdown menu in header.

The screenshot shows the 'Statewide Transportation Improvement Program' interface. At the top, there are navigation links: Project Search, Project List, Create New Project, Import, Export, Rollover, Reports, Admin, Logout, and Help. The user is signed in as Pasco0 and the current STIP Year is 2011. The 'Project List' section shows a table with columns: Status, STIP Id, MPO, Agency, Title, Amd #, Draft Type, Last Action, Next Action, and Process?. The 'Next Action' column for the first three rows has a dropdown menu open, with 'Submit to WSDOT' selected. A circled number 12 points to this dropdown menu.

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input type="checkbox"/>
	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Returned to MPO/RTPO by WSDOT	Submit to WSDOT	<input type="checkbox"/>
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input type="checkbox"/>

13. A system prompt appears, **Do you want to change project actions to the selected action?** Select **OK** to update or click **Cancel** to cancel the action.

The screenshot shows the same 'Statewide Transportation Improvement Program' interface. A system prompt dialog box is overlaid on the table. The dialog box has a question mark icon and the text: 'Do you want to change project actions to the selected action?'. It has 'OK' and 'Cancel' buttons. A circled number 13 points to the dialog box.

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input type="checkbox"/>
	CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Returned to MPO/RTPO by WSDOT	Submit to WSDOT	<input type="checkbox"/>
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input type="checkbox"/>

Submitting to WSDOT (continued)

- To process multiple projects, go to the Process column, check the box in the header. This automatically fills in the boxes for projects that have an action in the **Next Action** column.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?	
					CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input checked="" type="checkbox"/>
					CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Returned to MPO/RTPO by WSDOT	Submit to WSDOT	<input checked="" type="checkbox"/>
					CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input checked="" type="checkbox"/>

14

- To clear the **Next Action** from all projects, select **Clear All** from the dropdown menu in the header. A system prompt appears **Do you want to change project actions to the selected action?** Select **OK** the system will clear the actions or select **Cancel**.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?	
					CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input checked="" type="checkbox"/>
					CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Returned to MPO/RTPO by WSDOT	Submit to WSDOT	<input checked="" type="checkbox"/>
					CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input checked="" type="checkbox"/>

Windows Internet Explorer

Do you want to change project actions to the selected action?

OK Cancel

15

Submitting to WSDOT (continued)

16. To submit projects select the **Process** button at bottom of page.

			CLRKCO 13	RTC	Clark Co.	Timmen Road	Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input checked="" type="checkbox"/>
			CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...	Orig	Returned to MPO/RTPO by WSDOT	Submit to WSDOT	<input checked="" type="checkbox"/>
			CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...	Orig	Submitted by Agency to MPO/RTPO	Submit to WSDOT	<input checked="" type="checkbox"/>

Change page: 1 of 1
 Displaying page 1 of 1, items 1 to 8 of 8.
 Change page: Go Page size: Change

16

Specifies how project should be processed

17. A summary display of the project(s) is provided. Select **Confirm** to continue process or **Cancel**.

Statewide Transportation Improvement Program

[Project Search](#) [Project List](#) [Create New Project](#) [Import](#) [Export](#) [Rollover](#) [Reports](#) [Admin](#) [Logout](#) [Help](#)

You are signed in as

Confirm Processing

Agency	Title	Action
Clark Co.	Chelatchie Prairie Railroad Trail	Submit to WSDOT
Clark Co.	Timmen Road	Submit to WSDOT
Clark Co.	78th Street Signal Optimization Project	Submit to WSDOT

17

18. System will display the **Project List** with a message that **Projects were processed successfully**. Also, shows **Submitted** in the Last Action Column.

Statewide Transportation Improvement Program

[Project Search](#) [Project List](#) [Create New Project](#) [Import](#) [Export](#) [Rollover](#) [Reports](#) [Admin](#) [Logout](#) [Help](#)

You are signed in as Pasco01
 Current STIP Year 2011

Project List

Projects were processed successfully.

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
				CLRKCO 14	RTC	Clark Co.	78th Street Signal Optimi...		Orig	Submitted by MPO/RTPO		<input checked="" type="checkbox"/>
				CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig	Submitted by MPO/RTPO		<input checked="" type="checkbox"/>
				CLRKCO 13	RTC	Clark Co.	Timmen Road		Orig	Submitted by MPO/RTPO		<input checked="" type="checkbox"/>

18

Rollover

1. Log into **STIP** system via SAW. The **Project List** screen is displayed.

The screenshot shows the 'Project List' screen in the STIP system. The header includes navigation links: Project Search, Project List, Create New Project, Import, Export, Rollover, Reports, Admin, Logout, and Help. The user is signed in as 'Pasco01' and the current STIP year is 2012. The main content area displays a table of projects with columns for Status, STIP Id, MPO, Agency, Title, Amd Draft #, Type, Last Action, Next Action, and Process?. Two projects are listed: 'Chelatchie Prairie Railro...' and 'NE 10th Avenue'. Below the table, there are pagination controls and two buttons: 'Create New Project' and 'Process'.

2. From the **Rollover** page, select the the year to rollover the projects from.

The screenshot shows the 'Rollover' page in the STIP system. The header includes navigation links: Project Search, Project List, Create New Project, Import, Export, Rollover, Reports, Admin, Logout, and Help. The user is signed in as 'hunter'. The main content area explains the rollover process and lists criteria: 'The STIP year is equal to the chosen "from" year.' and 'The sponsoring agency is equal to your agency.' It also notes that only the latest amendment will be copied and that existing projects in the target year will not be copied. A dropdown menu is set to '2012' and the text 'Roll 2012 projects to 2013' is displayed. A 'Perform Rollover' button is at the bottom. Three numbered callouts are present: '2' points to the 'Rollover' menu item, '3' points to the 'Perform Rollover' button, and another '2' points to the dropdown menu.

3. To perform rollover, select the **Perform Rollover** button.

4. System will return the prompt, **This will copy your 2012 projects into 2013, Continue?**

The screenshot shows the 'Rollover' page in the Statewide Transportation Improvement Program. The page title is 'Statewide Transportation Improvement Program' and the user is signed in as 'huntlen'. The page contains a 'Perform Rollover' button and a list of criteria for copying projects. A Windows Internet Explorer dialog box is overlaid on the page, asking 'This will copy your 2012 projects into 2013. Continue?' with 'OK' and 'Cancel' buttons. A circled '4' points to the dialog box, and a circled '5' points to the 'OK' button.

Statewide Transportation Improvement Program
Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help
You are signed in as huntlen

Rollover

This will copy projects from a specified year to the next year.

It copies projects with the following criteria:

- The STIP year is equal to the chosen "from" year.
- The sponsoring agency is equal to your agency.

Also note:

- If a project has amendments, only the latest amendment will be copied.
- If a project already exists in the target year, it will not be copied.

Choose the year to roll projects from: 2012 **Roll 2012 projects to 2013**

Perform Rollover

5. Select **OK** to continue or **Cancel** to cancel the action.
6. System will return a message stating how many projects were rolled over.

The screenshot shows the 'Rollover' page after the action is completed. A message box displays '2 project(s) rolled over.' in blue text. The page title is 'Rollover' and the user is signed in as 'huntlen'. The page contains a 'Perform Rollover' button and a list of criteria for copying projects. A circled '6' points to the message box.

Rollover

2 project(s) rolled over.

This will copy projects from a specified year to the next year.

It copies projects with the following criteria:

- The STIP year is equal to the chosen "from" year.
- The sponsoring agency is equal to your agency.

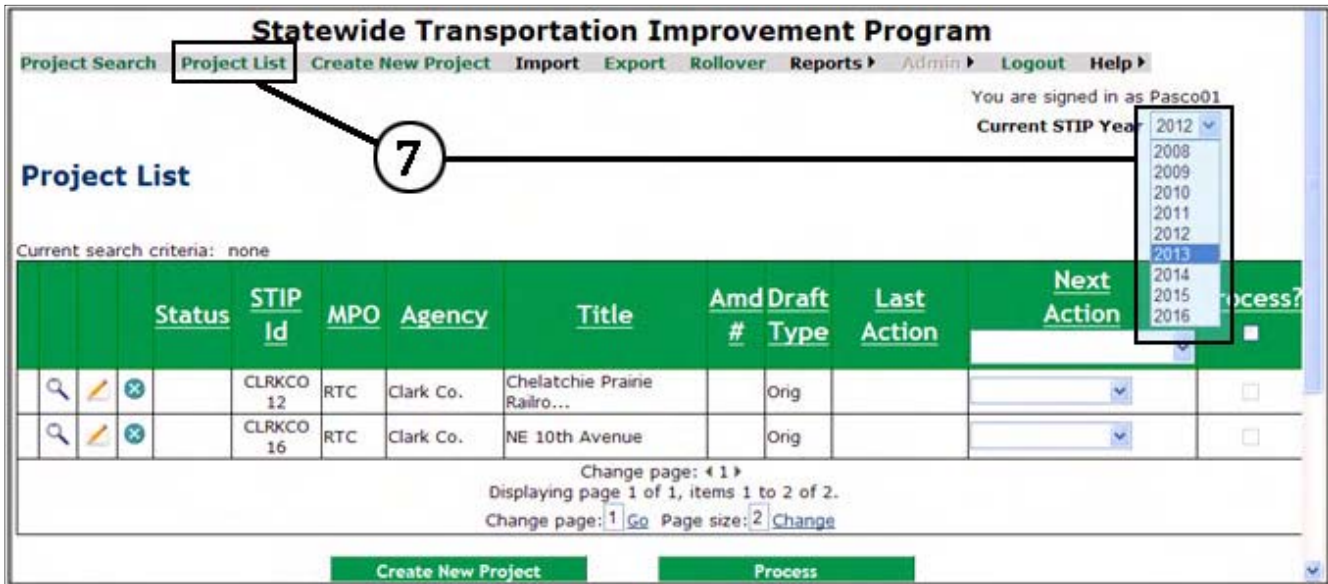
Also note:

- If a project has amendments, only the latest amendment will be copied.
- If a project already exists in the target year, it will not be copied.

Choose the year to roll projects from: 2012

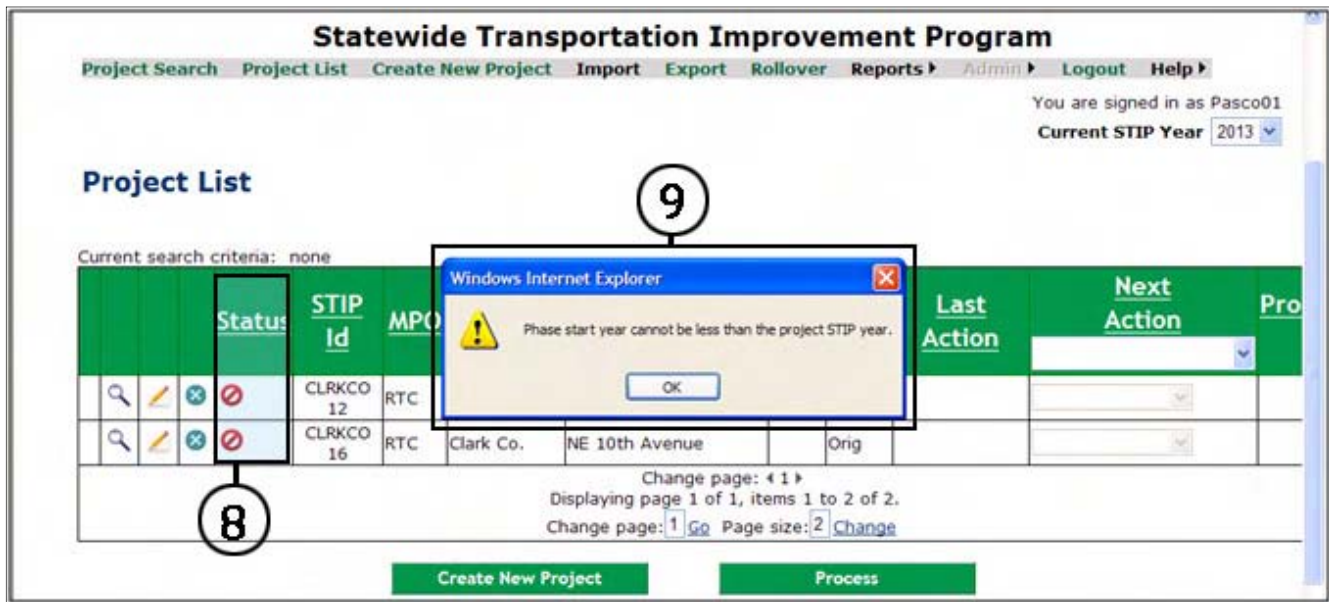
Perform Rollover

- Return to the **Project List Screen**, and using the dropdown, change the **Current STIP Year** to **2013** to view the projects rolled over.



- Double click on the **Error Icon** in the **Status** column to view errors.

9. System will display error .



The error **Phase start year cannot be less than the project STIP year**, means that the phase start year is prior to the STIP year of 2013. In order for project phases to be displayed for the 2013-2018 TIPS and 2013-2016 STIP phase start years have to be changed to 2013 or above.

- Select the **Edit Icon** and correct errors.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2013

Project List

Current search criteria: none

		Status	STIP Id	MPO	Agency	Title	Amd Draft #	Type	Last Action	Next Action	Process?
			CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig		<input type="text"/>	<input type="checkbox"/>
			CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig		<input type="text"/>	<input type="checkbox"/>

Change page: < 1 >
Displaying page 1 of 1, items 1 to 2 of 2.
Change page: 1 Go Page size: 2 Change

10 Edit project.

Create New Project Process

- Once all errors are correct, projects can be forwarded on for inclusion in 2013 Regional TIPS and STIP.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2013

Project List

Current search criteria: none

		Status	STIP Id	MPO	Agency	Title	Amd Draft #	Type	Last Action	Next Action	Process?
			CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig		<input type="text"/>	<input type="checkbox"/>
			CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig		<input type="text"/>	<input type="checkbox"/>

Change page: < 1 >
Displaying page 1 of 1, items 1 to 2 of 2.
Change page: 1 Go Page size: 2 Change

Create New Project Process

Exporting/Importing Projects

Exporting Projects

1. Log into **STIP** system via SAW. The **Project List** screen is displayed. Click on **Export** from the gray tool bar.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import **Export** Rollover Reports Admin Logout Help

You are signed in as Pasco01
Current STIP Year 2011

Project List

Current search criteria: none

			Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
				CLRKCO 11	RTC	Clark Co.	2010 School Sidewalk Proj...		Orig	Submitted by MPO/RTPO		
				CLRKCO 15	RTC	Clark Co.	Highway 99 Traffic Signal...		Orig	Submitted by MPO/RTPO		
				CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig	Submitted by MPO/RTPO		

Change page: 1 of 1
Displaying page 1 of 1, items 1 to 3 of 3.
Change page: Go Page size: Change

Create New Project Process

2. From the **STIP Export** page, select the type of projects to export. There are four options: (One or more options may be selected for the export. (e.g., Approved and Projects in workflow may both be marked as the criteria for the export))

- **Approved Projects** – Projects which are currently approved in the STIP.
- **Projects in workflow** – All active projects that are not yet approved. These projects must exist at either the agency, MPO, RTPO or H&LP work stage.
- **Projects in workflow at my stage** – This allows MPOs, RTPOs and H&LP to export projects that are currently in their work stage and not yet approved.
- **Historical projects** – Project records that have been replaced with a more current version. (I.e. an original record that has been amended. Once the amended record is approved the original record becomes history).

STIP Export

2

Choose the types of projects to export

Approved projects

Projects in workflow or Projects in workflow at my stage

Historical projects

Export Projects

3. Select **Export Projects**.

STIP Export

Choose the types of projects to export

Approved projects

Projects in workflow **or** Projects in workflow at my stage

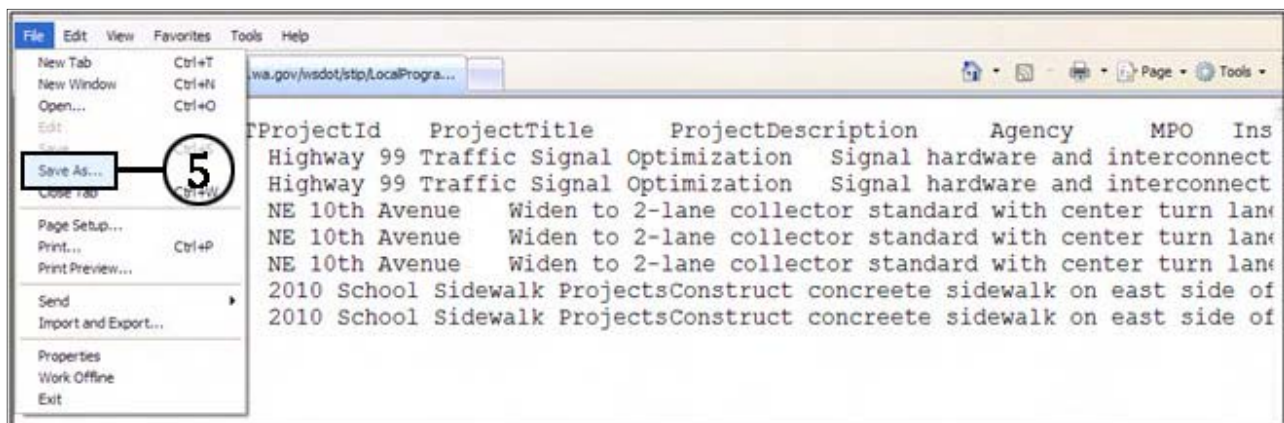
Historical projects

Export Projects 3

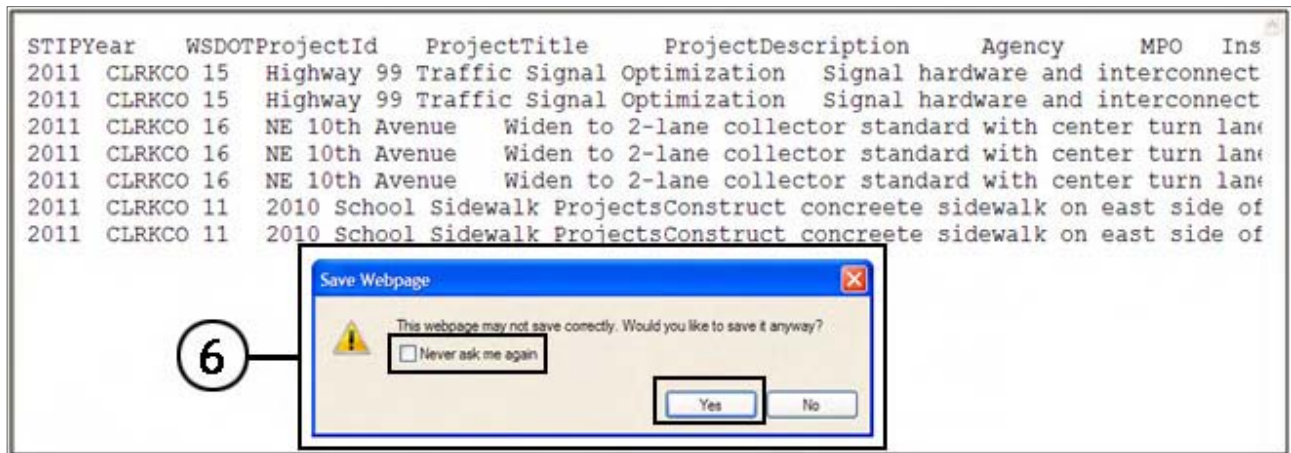
4. A tab-delimited text file is generated.

STIPYear	WSDOTProjectId	ProjectTitle	ProjectDescription	Agency	MPO	Ins
2011	CLRKCO 15	Highway 99 Traffic Signal Optimization	Signal hardware and interconnect			
2011	CLRKCO 15	Highway 99 Traffic Signal Optimization	Signal hardware and interconnect			
2011	CLRKCO 16	NE 10th Avenue	Widen to 2-lane collector standard with center turn lane			
2011	CLRKCO 16	NE 10th Avenue	Widen to 2-lane collector standard with center turn lane			
2011	CLRKCO 16	NE 10th Avenue	Widen to 2-lane collector standard with center turn lane			
2011	CLRKCO 11	2010 School Sidewalk Projects	Construct concrete sidewalk on east side of			
2011	CLRKCO 11	2010 School Sidewalk Projects	Construct concrete sidewalk on east side of			

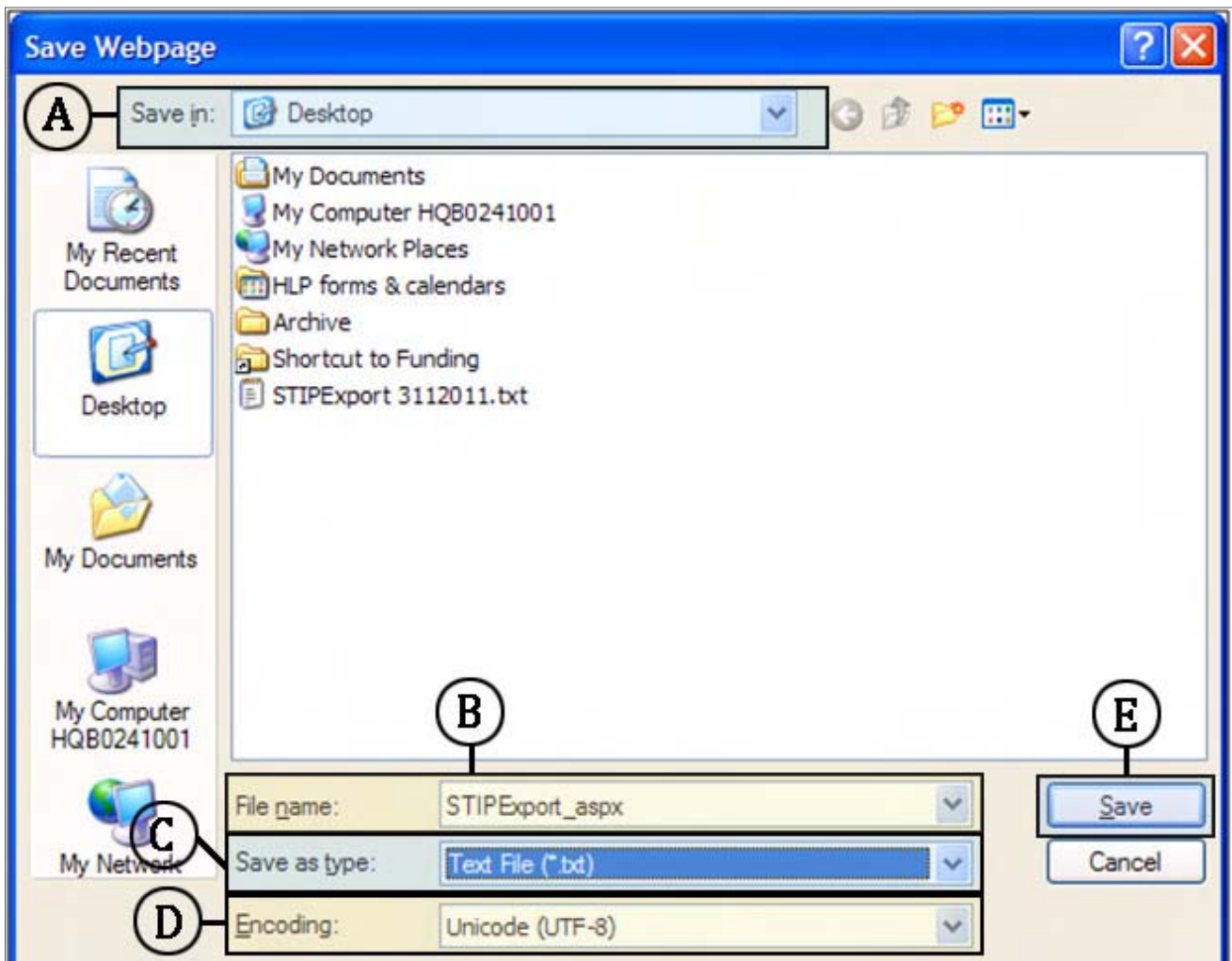
5. From the tool bar, select **File** then **Save As**



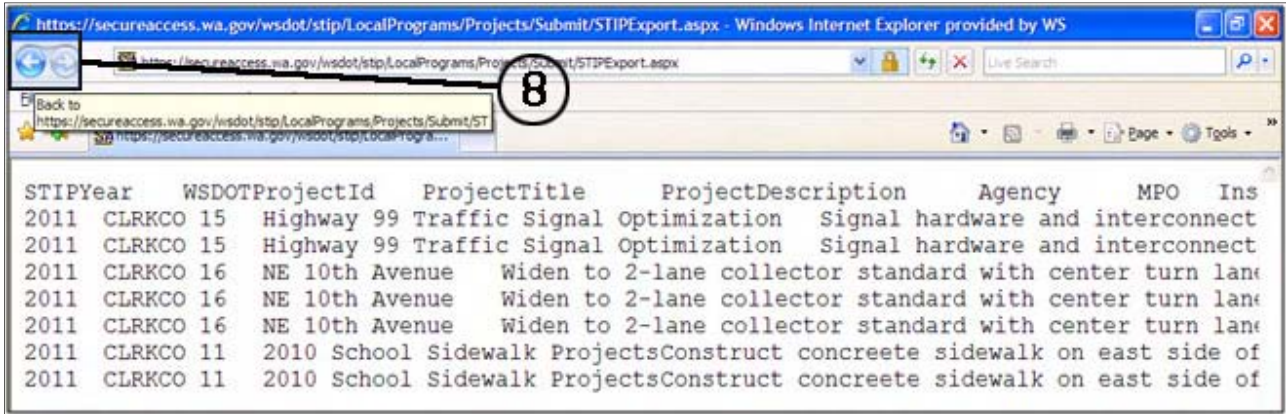
6. A prompt appears to save the file. Click on the **Never ask me again** box for future exports. Select **Yes** to save file.



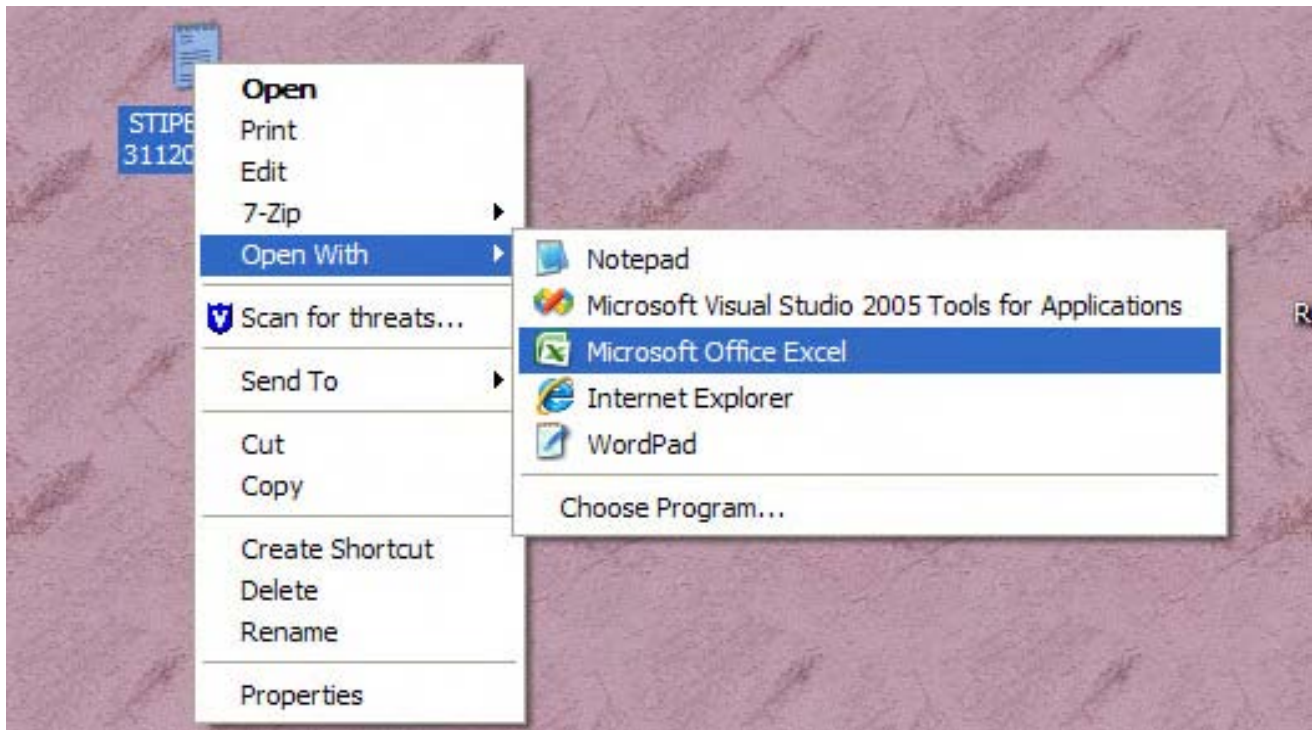
7. Identify: a) where on the computer; b) provide a file name; c) save file as a **Text** file; d) leave the **Encoding** box as is; e) select **Save**



8. After saving the text file, select the **Back** arrow key to return to the **STIP Export** screen



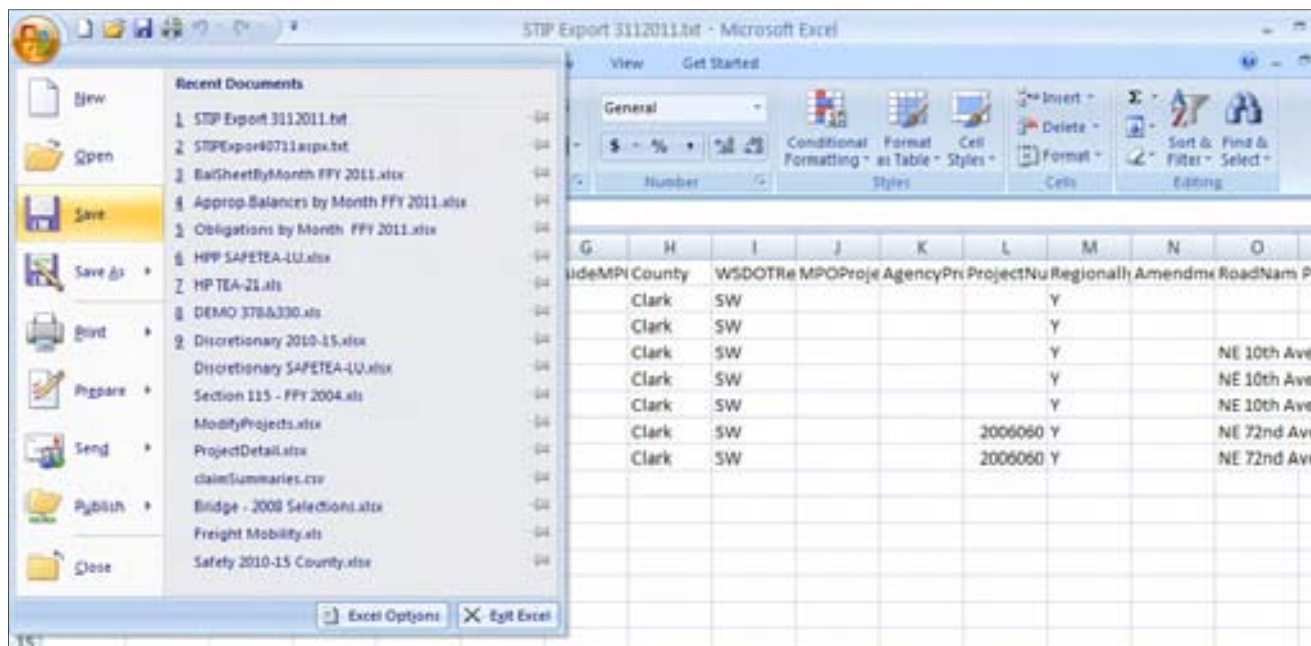
9. To open the text file using Excel, go to where you saved the file on computer, right click on the file with mouse choose **Open With**, and then choose **Excel**. The example below shows the file saved to the desk top.



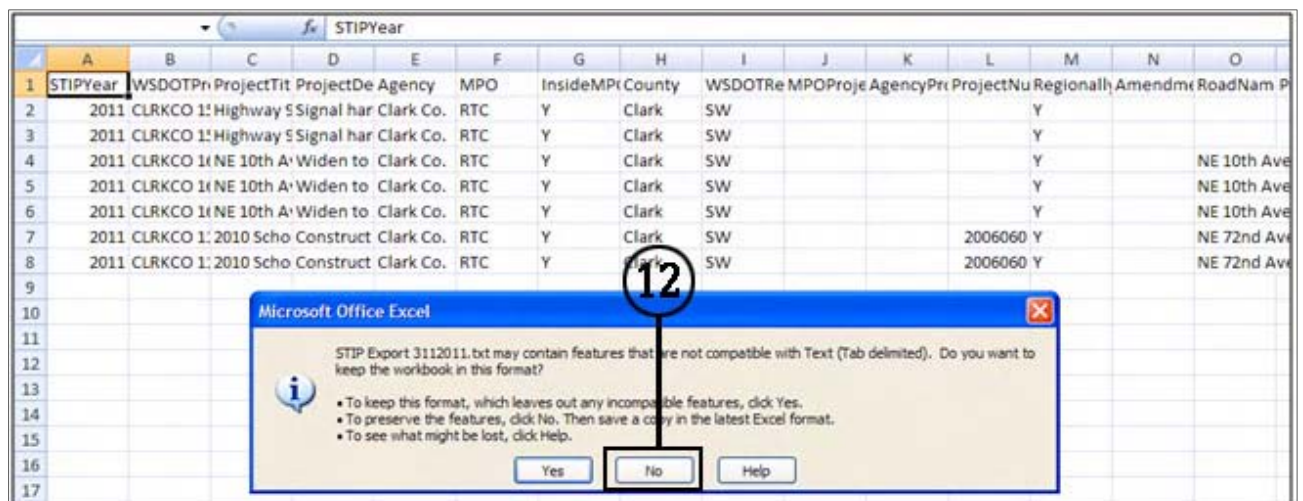
10. The exported projects are shown in **Excel** format for further individual formatting.

STIPYear	WSDOTPrj	ProjectTit	ProjectDe	Agency	MPO	InsideMP	County	WSDOTRe	MPOProje	AgencyPri	ProjectNu	Regionalh	Amendm	RoadNam	Pr
2011	CLRKCO 1	Highway 5 Signal	har	Clark Co.	RTC	Y	Clark	SW				Y			
2011	CLRKCO 1	Highway 5 Signal	har	Clark Co.	RTC	Y	Clark	SW				Y			
2011	CLRKCO 1	NE 10th A	Widen to	Clark Co.	RTC	Y	Clark	SW				Y		NE 10th Ave	
2011	CLRKCO 1	NE 10th A	Widen to	Clark Co.	RTC	Y	Clark	SW				Y		NE 10th Ave	
2011	CLRKCO 1	NE 10th A	Widen to	Clark Co.	RTC	Y	Clark	SW				Y		NE 10th Ave	
2011	CLRKCO 1	2010 Scho	Construct	Clark Co.	RTC	Y	Clark	SW			2006060	Y		NE 72nd Ave	
2011	CLRKCO 1	2010 Scho	Construct	Clark Co.	RTC	Y	Clark	SW			2006060	Y		NE 72nd Ave	

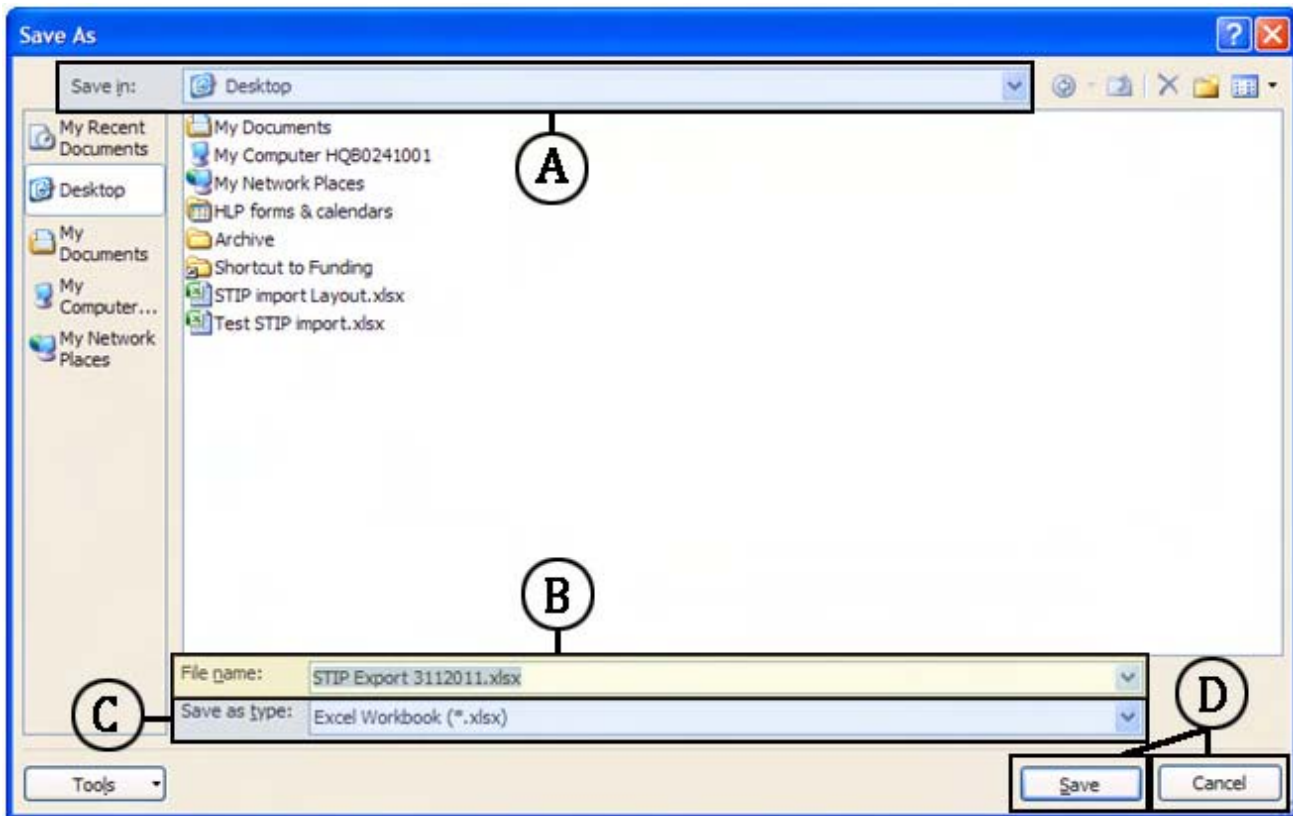
11. To save in excel format press **save**.



12. Select No, from the Excel prompt.



13. Identify: a) where on the computer; b) provide a file name; c) save file as an **Excel Workbook**; d) select **Save** or **Cancel**.



Importing Projects

The system has been designed to address Importing of projects on a case by case basis. The only entities who will import projects into the STIP system will be PSRC and WSDOT regions, which had special import processes from their respective systems for the old FileMaker Pro system.

Reports

1. To access the STIP system reports, highlight **Reports** in the gray bar and scroll down to select one of the following reports.

- 4 Year STIP
- 6 Year TIP
- Blank 6 Year Report
- Financial Feasibility – Detail
- Financial Feasibility – Summary

NOTE: All reports are populated from information shown on the **Project List** screen. The reports are in PDF format and cannot be directly updated.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover **Reports** Admin Logout Help

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd Draft #	Type	Last Action	Next Action	Process?
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig			
	CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig			

Change page: 1 of 1
 Displaying page 1 of 1, items 1 to 2 of 2.
 Change page: 1 Go Page size: 2 Change

Create New Project Process

2. Select **4 Year STIP** and all projects within the four year period of the **Current STIP Year** are displayed.

3. **4 Year STIP** report displays projects with phases having secured funding with start dates within the four year STIP period.

Washington State S. T. I. P.
2012 to 2015
(Project Funds to Nearest Dollar)

MPO/RTPO: RTC Y Inside N Outside April 28, 2011
County: Clark
Agency: Clark Co.

Func Cls	Project Number	PIN	STIP ID	Imp Type	Total Project Length	Environmental Type	RW Required	Begin Termini	End Termini	Total Est. Cost of Project	STIP Amend. No.
17			CLRKCO 16	03	0.500	CE	Yes	NE 141st Street	NE 149th Street	3,950,000	
NE 10th Avenue Widen to 2-lane collector standard with center turn lane, bike lanes, sidewalks, and shoulders.											
Funding											
Phase	Start Date	Federal	Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total			
PE	2012		STP(U)	30		0	20	50			
RW	2012			0		0	700	700			
CN	2013		STP(U)	500		0	2,700	3,200			
Project Totals				530		0	3,420	3,950			
Expenditure Schedule											
Phase	1st	2nd	3rd	4th	5th & 6th						
PE	50,000	0	0	0	0						
RW	700,000	0	0	0	0						
CN	0	3,200,000	0	0	0						
Totals		750,000	3,200,000	0	0						

NOTE: This report format is the same as that shown on the public's Web STIP page at www.wsdot.wa.gov/LocalPrograms/ProgramMgmt/STIP.htm

4. Select **6 Year TIP** and all projects within the six year period of the **Current STIP Year** are displayed.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

4 Year STIP 6 Year TIP Blank 6 Year Report Financial Feasibility - Detail Financial Feasibility - Summary TIP Year 2012

1 **4**

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd Draft #	Type	Last Action	Next Action	Process?
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig			
	CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig			

Change page: 4 1
Displaying page 1 of 1, items 1 to 2 of 2.
Change page: 1 Go Page size: 2 Change

Create New Project Process

5. **6 Year TIP** report displays projects in order by: MPO/RTPO, agency, priority, project, funding sources, and expenditure schedule.

Washington State Department of Transportation

Six Year Transportation Improvement Program

6 From 2012 to 2017

Agency: Clark Co.
County: Clark
MPO/RTPO: RTC

Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID	Structure ID	Agency	Assessment	Resolution No.	Improvement Type	Utility Codes	Total Length	Endowment Type	R/W Required
17		NE 10th Avenue NE 10th Avenue NE 141st Street to NE 149th Street Widen to 2-lane collector standard with center turn lane, bike lanes, sidewalks, and shoulders.	CLRKCO 16					03		0.600	CE	Yes

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2012	STPIU	30		0	20	50
S	R/W	2012		0		0	700	700
S	CN	2013	STPIU	500		0	2,700	3,200
Total:				530		0	3,420	3,950

Phase	1st	2nd	3rd	4th	5th & 6th
PE	50,000	0	0	0	0
R/W	700,000	0	0	0	0
CN	0	3,200,000	0	0	0
Total:	750,000	3,200,000	0	0	0

6. Only phases that occur within the six year period **From To** will appear on the report.

7. Select **Blank 6 Year Report**.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

1 **7**

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig			
	CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig			

Change page: 1 of 1
Displaying page 1 of 1, items 1 to 2 of 2.
Change page: 1 | Go Page size: 2 | Change

Create New Project Process

8. A blank 6 Year TIP form is displayed. This has been included for agencies who only have a few projects and prefer to hand write their TIP.

Washington State Department of Transportation
Six Year Transportation Improvement Program

Agency: _____ From: _____ To: _____
 County: _____
 MPO/RTPO: _____ Inside: _____ Outside: _____

Functional Class	Priority Number	A. PIN/Project No. B. Project Title C. Road Name or Number D. Origin & Final Termini E. Project Description	(L) STIP ID	(I) Intersect	Adopted	Amendment	Restoration No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required

Funding

State	Phase	Phase Start Year (YYYY)	Federal Fund Code	Regional Funds	State Fund Code	State Funds	Local Funds	Total Funds

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th

9. Select **Financial Feasibility – Detail**. This report provides a listing of projects by fund code, fund source, phase, agency, and project description for projects programmed for each year of the STIP.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover Reports Admin Logout Help

1

- 4 Year STIP
- 6 Year TIP
- Blank 6 Year Report
- Financial Feasibility - Detail (9)
- Financial Feasibility - Summary

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd #	Draft Type	Last Action	Next Action	Process?
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig			
	CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig			

Change page: 1 of 1
 Displaying page 1 of 1, items 1 to 2 of 2.
 Change page: 1 Go Page size: 2 Change

Create New Project Process

10. Financial Feasibility – Detail A sample of report shown below.

Financial Feasibility of Federal Aid Projects by Year 2012

Fund Code	Phase	Agency		Begin Termini	End Termini	Funds (To Nearest Dollar)			Total
		Project Title Project Description	Project No.			Federal	State	Local	
State/Local	RW	Clark Co. NE 10th Avenue Widen to 2-lane collector standard with center turn lane, bike lanes, sidewalks, and shoulders.		NE 141st Street	NE 149th Street			700	700
				Total State/Local				700	700
STP(U)	FE	Clark Co. NE 10th Avenue Widen to 2-lane collector standard with center turn lane, bike lanes, sidewalks, and shoulders.		NE 141st Street	NE 149th Street	30		20	50
				Total STP(U)		30		20	50
STP(E)	CN	Clark Co. Chelatchie Prairie Railroad Trail Construct approximately a mile of shared use trail from Battle Ground Lake State Park to the vicinity of NE 167th Avenue. The majority of the trail will be paved or consist of soft and/or hard surface material for better accessibility. The work will also include stormwater control and treatment.	2006047	Battle Ground Lake State Park	167th Avenue Vicinity	44,000			44,000
				Total STP(E)		44,000			44,000
				2012 - Total All Fund Codes		44,030		720	44,750

Financial Feasibility of Federal Aid Projects by Year 2013

Fund Code	Phase	Agency		Begin Termini	End Termini	Funds (To Nearest Dollar)			Total
		Project Title Project Description	Project No.			Federal	State	Local	
STP(U)	CN	Clark Co. NE 10th Avenue Widen to 2-lane collector standard with center turn lane, bike lanes, sidewalks, and shoulders.		NE 141st Street	NE 149th Street	500		2,700	3,200
				Total STP(U)		500		2,700	3,200
				2013 - Total All Fund Codes		500		2,700	3,200
				Grand Total for All Years		44,530		3,420	47,950

11. Select **Financial Feasibility – Summary** This report summarizes funds programmed in the STIP by fund code and fund source by year.

Statewide Transportation Improvement Program

Project Search Project List Create New Project Import Export Rollover **Reports** Admin Logout Help

4 Year STIP
6 Year TIP
Blank 6 Year Report
Financial Feasibility - Detail
Financial Feasibility - Summary

1 10

Project List

Current search criteria: none

Status	STIP Id	MPO	Agency	Title	Amd Draft #	Type	Last Action	Next Action	Process?
	CLRKCO 12	RTC	Clark Co.	Chelatchie Prairie Railro...		Orig			
	CLRKCO 16	RTC	Clark Co.	NE 10th Avenue		Orig			

Change page: < 1 >
Displaying page 1 of 1, items 1 to 2 of 2.
Change page: 1 Go Page size: 2 Change

Create New Project
Process

12. **Financial Feasibility - Summary** a sample of report is shown below.

Financial Feasibility Summary by Fund Code of Federal Aid Projects by Year

Funds (To Nearest Dollar)

Fund Code	Description	Federal	State	Local	Total
State/Local					
	2012 Obligation Costs			700	700
	State/Local Obligation Totals			700	700
STP(E)					
	2012 Obligation Costs	44,000			44,000
	STP(E) Obligation Totals	44,000			44,000
STP(U)					
	2012 Obligation Costs	30		20	50
	2013 Obligation Costs	500		2,700	3,200
	STP(U) Obligation Totals	530		2,720	3,250
	Grand Total All Fund Codes	44,530		3,420	47,950

APPENDIX A

IMPROVEMENT TYPE CODES

- 01 – New Construction Roadway
- 03 – Reconstruction, Added Capacity
- 04 – Reconstruction, No Added Capacity
- 05 – 4R Maintenance Resurfacing
- 06 – 4R Maintenance – Restoration & Rehabilitation
- 07 – 4R Maintenance – Relocation
- 08 – Bridge, New Construction
- 10 – Bridge Replacement, Added Capacity
- 11 – Bridge Replacement, No Added Capacity
- 13 – Bridge Rehabilitation, Added Capacity
- 14 – Bridge Rehabilitation, No Added Capacity
- 15 – Preliminary Engineering
- 16 – Right of Way
- 17 – Construction Engineering
- 18 – Planning
- 19 – Research
- 20 – Environmental Only
- 21 – Safety
- 22 – Rail/Highway Crossing
- 23 – Transit
- 24 – Traffic Management/Engineering – HOV

APPENDIX A (continued)

IMPROVEMENT TYPE CODES

- 25 – Vehicle Weight Enforcement Program
- 26 – Ferry Boats
- 27 – Administration
- 28 – Facilities for Pedestrians and Bicycles
- 29 – Acquisition of Scenic Easements and Scenic or Historic Sites
- 30 – Scenic or Historic Highway Programs
- 31 – Landscaping and Other Scenic Beautification
- 32 – Historic Preservation
- 33 – Rehab & Operation of Historic Transp. Buildings, Structures, Facilities
- 34 – Preservation of Abandoned Railway Corridors
- 35 – Control and Removal of Outdoor Advertising
- 36 – Archaeological Planning & Research
- 37 – Mitigation of Water Pollution due to Highway Runoff
- 38 – Safety and Education for Pedestrians/Bicyclists
- 39 – Establishment of Transportation Museums
- 40 – Special Bridge
- 41 – Youth Conservation Service
- 42 – Training
- 43 – Utilities
- 44 – Other
- 45 – Debt Service
- 47 – Systematic Preventive Maintenance

APPENDIX B

FEDERAL FUNCTIONAL CLASSIFICATIONS

No Functional Classification

< 5,000 Population

Interstate Rural

Principal Arterial Rural

Minor Arterial Rural

Major Collector Rural

Minor Collector Rural

Local Access Rural

> 5,000 Population

Interstate Urban

Freeways & Expressways Urban

Other Principal Arterials Urban

Minor Arterial Urban

Collector Urban

Local Access Urban

APPENDIX C

FEDERAL FUND CODES

5307	FTA Urbanized Area Formula Program
5309(Bus)	FTA Bus and Bus Facilities
5309(FG)	FTA Fixed Guideway Modernization
5309(NS)	FTA New Starts
5310	FTA Elderly Persons and Persons with Disabilities
5311	FTA Rural Area Formula Grants
5316	FTA Job Access & Reverse Commute Program (JARC)
5317	FTA New Freedom Program
FTA Discretionary	Discretionary Programs such as Alternatives Analysis (5339) and TIGGER Program
BIA	Bureau of Indian Affairs
BR	Bridge Replacement/Rehabilitation Program
CBI	Coordinated Border Infrastructure
CDBG	Community Development Block Grant (Dept. of Commerce)
CMAQ	Congestion Mitigation and Air Quality
DEMO	Demonstration Projects (High Priority, Sect. 112, 115, 117, 125 and 129)
Discretionary – FBD	Ferry Boat Discretionary
Discretionary – IMD	Interstate Maintenance Discretionary
Discretionary – ITS	intelligent Transportation Systems
Discretionary – PLH	Public Lands Highways (Federal Lands)
Discretionary – SB	Scenic Byways
Discretionary – STP	Surface Transportation Priorities

APPENDIX C (continued)

FEDERAL FUND CODES

Discretionary – TCSP	Transportation, Community & System Preservation Program
DOD	Department of Defense
FMSIB	Freight Mobility Strategic Investment Board
IM	Interstate Maintenance
IRR	Indian Reservation Roads
NHS	National Highway System
SRTS	Safe Routes to Schools
STP	Surface Transportation Program (WSDOT Use Only)
STP(E)	Surface Trans. Program - Enhancements
STP(L)	Surface Trans. Program – Legislative Earmarks
STP(S)	Surface Trans. Program – Safety (Includes Highway Safety Improvement Program, Hazard Elimination, Railway/Highway Crossing Program and 2010-15 County Road Safety Program)
STP(R)	Surface Trans. Program – Rural Regionally Selected
STP(U)	Surface Trans. Program – Urban Regionally Selected

APPENDIX C (continued)

STATE FUND CODES

CRAB	County Road Administration Board
FMSIB	Freight Mobility Strategic Investment Board
PWTF	Public Works Trust Fund
SRTS	Safe Routes to Schools
TIB	Transportation Improvement Board
TPP	Transportation Partnerships Program
WSDOT	WSDOT funds
OTHER	Any other state funds not listed a