

# ADOPT-AN-INTERCHANGE APPLICATION

8-3-09

## Attention Adopt-an-Interchange applicants:

- Federal Funds are limited to \$250,000.00 maximum to any one public government agency within the federal fiscal year.
- Applicants must comply with Federal and State Guidelines.
- Applicants that have received Adopt an Interchange funding from the previous federal fiscal year or have an active Adopt an Interchange project will not be eligible to receive funding until the project is at least 50% complete.
- The project must begin within 6 months of notice to proceed by SCDOT and should be completed within 24 months.
- Should multiple applications be received during a fiscal year, the projects must be evaluated according to Commission guidelines.
- If you attach information, provide it in an unbound format that can be easily copied.
- Supplemental information that gives a clearer picture of the impact of the project may be included, but please limit additional information to phases of the project that are relevant to the spending of the funds sought.
- At least one of the applicants must be a public agency, and the application must include a certification signature of someone with authority to commit that public agency to a contract.
- Sources of matching funds must be indicated.
- Funds spent prior to execution of the contract are not eligible for reimbursement and cannot be counted toward matching funds.
- Project cost estimates on page 4 must contain enough detail that the various cost elements of the project are clear. Detailed estimates on page must be consistent with the cost shown on page 8.
- If work is proposed on or adjacent to a facility currently open to use by the public, an estimate of the amount needed to provide Traffic Control (signs, barriers, cones, temporary markings, etc.) during planting should be provided.

**Mail ORIGINAL and SIX (6) COPIES of application to:**  
**South Carolina Department of Transportation**  
**Local Program Administration**  
**(Room 424, 955 Park Street)**  
**P.O. Box 191**  
**Columbia, South Carolina 29202-0191**  
**Phone (803) 737-1952**

# ADOPT-AN-INTERCHANGE APPLICATION

## APPLICANT INFORMATION

APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_ TITLE: \_\_\_\_\_

## PROJECT INFORMATION

NAME OF PROJECT: \_\_\_\_\_  
BRIEF PROJECT DESCRIPTION: \_\_\_\_\_  
PROJECT LOCATION: \_\_\_\_\_  
COUNTY: \_\_\_\_\_ HOUSE DISTRICT: \_\_\_\_\_  
SENATE DISTRICT: \_\_\_\_\_ CONGRESSIONAL DISTRICT: \_\_\_\_\_



**MINIMUM REQUIREMENTS FOR PROPOSALS**

**(PLEASE ANSWER THE FOLLOWING IN SPACES PROVIDED.)**

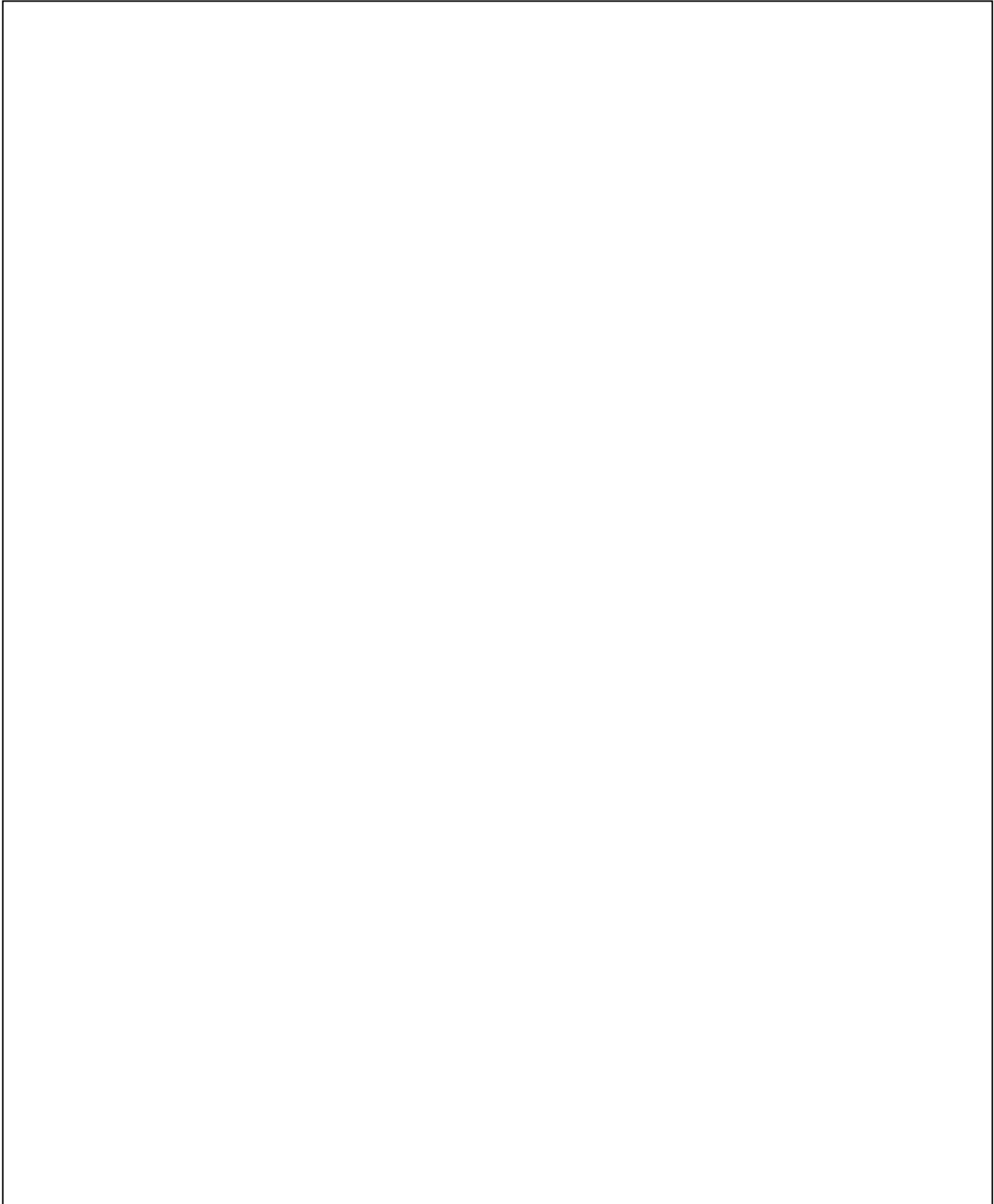
**A. PROJECT DESCRIPTION:** (SEE ATTACHED” IS NOT ACCEPTABLE.)

Describe all necessary work needed to complete the proposed project:

Empty response box for project description.

**B. MAPS, PLANS & PHOTOGRAPHS:**

Attach project location map(s), project boundary map and site plan. Include photographs of the existing site and/or facility if applicable. Application calls for an 11" x 17" (min.) concept plan designed by a registered Landscape Architect. **COMMENTS:**




**C. PROJECT COST:** (“SEE ATTACHED” IS NOT ACCEPTABLE.)

Itemize all project elements and costs. List item, description, quantity, unit price, amount, etc. If “Traffic Control” does not appear as a separate cost item, then indicate how it will be accomplished. (Enter total project cost in Section G – Line 1, Page 8.) Itemize below:

--

**D. PROPERTY OWNERSHIP (ENCROACHMENT PERMIT REQUIREMENT):**

Include with your application either a copy of the approved SCDOT Encroachment Permit or a letter from your SCDOT county maintenance office or SCDOT district office indicating your project appears feasible in concept with specific details to be worked out in an encroachment permit.

A large, empty rectangular box with a thin black border, occupying most of the page below the text. It is intended for the applicant to provide a copy of an approved SCDOT Encroachment Permit or a letter from the SCDOT county maintenance office or SCDOT district office, as required by the section header.

**E. PROJECT MAINTENANCE & MANAGEMENT PLANS:**

Describe maintenance and management of the project, including the expected source of funds to support activities:

(Extensive landscaping projects must include the installation of an irrigation system, and details for long-term maintenance must be provided.)

**E F: ENVIRONMENT ASSESSMENT:**

Attach any previously prepared environmental documentation to this application. If no previously approved environmental documentation is available, the applicant must complete necessary studies if any, and have them approved prior to project implementation. Indicate below any impact the project is expected to cause.

	<u>IMPACT</u>	
	<u>YES</u>	<u>NO</u>
Displacement of residences or business.....	<input type="radio"/>	<input type="radio"/>
Disruption of neighborhoods.....	<input type="radio"/>	<input type="radio"/>
Impacts agricultural or recreational lands.....	<input type="radio"/>	<input type="radio"/>
Impacts historical/archaeological sites.....	<input type="radio"/>	<input type="radio"/>
Within coastal zone.....	<input type="radio"/>	<input type="radio"/>
Endangered species.....	<input type="radio"/>	<input type="radio"/>
Air/water quality.....	<input type="radio"/>	<input type="radio"/>
Noise.....	<input type="radio"/>	<input type="radio"/>
Hazardous waste site.....	<input type="radio"/>	<input type="radio"/>
Are there any graves or tombstones in the interchange?.....	<input type="radio"/>	<input type="radio"/>
Are any wetlands or floodplains present? .....	<input type="radio"/>	<input type="radio"/>

*A wetland is defined as an area that has wetland vegetation; is wet during a portion of the year when we have a normal amount of rainfall; and wetland soils, which are usually dark, are present. Highway drainage ditches are not considered to be wetlands. If any of these characteristics are present, or if you suspect a portion of the interchange could be considered wetlands, check "yes" and describe in comments sections below.*

Any county, state, and/or federal permits required will have to be secured by the applicant prior to contract signing. These may include Army Corps of Engineers, Office of Coastal Resource Management, Coast Guard, Federal Energy Regulatory Commission, County Sediment and Erosion Control and Stormwater Management Ordinance, or State Budget and Control Board.

**Comments:**

**G. FUNDS REQUESTED, LOCAL MATCH AND SOURCE**

LINE 1 – Total project cost (From Section C; Page 4) \$ \_\_\_\_\_

LINE 2 – Funds Requested by Applicant:  
(80% of Line 1, not to exceed the \$250,000 maximum) \$ \_\_\_\_\_

LINE 3 – Local match (subtract Line 2 from Line 1) \$ \_\_\_\_\_  
List source of match and amount from each source

A - \_\_\_\_\_ \$ \_\_\_\_\_

B - \_\_\_\_\_ \$ \_\_\_\_\_

C - \_\_\_\_\_ \$ \_\_\_\_\_

D - \_\_\_\_\_ \$ \_\_\_\_\_

E - \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL AMOUNT OF MATCH** (Should be equal to Line #3 above.) \$ \_\_\_\_\_

**Attention Adopt-an-Interchange applicants: Federal Funds are limited to \$250,000.00 maximum to any one public government agency within the federal fiscal year.**

Is project within a Metropolitan Planning Organization (MPO) boundary?  YES  NO

If yes, is the project in the Transportation Improvement Program (TIP)?  YES  NO

List MPO \_\_\_\_\_ Amount in TIP for project : \$ \_\_\_\_\_

**H. CERTIFICATION**

The undersigned has authority to sign on behalf of the applicant and certifies that the applicant has legal authority to enter into contract to implement this project and that all information provided is complete and accurate to their best knowledge.

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
TITLE PHONE NO.

\_\_\_\_\_  
PRINTED NAME

**Mail ORIGINAL and SIX (6) COPIES of application to:  
South Carolina Department of Transportation  
Local Program Administration  
(Room 424, 955 Park Street)  
P.O. Box 191  
Columbia, South Carolina 29202-0191  
Phone (803) 737-1953**