

Federal Lands Access Program: Applicant Overview and Instructions

The Federal Lands Access Program (FLAP) was created by the “Moving Ahead for Progress in the 21st Century Act” (MAP-21), and continued through the Fixing America’s Surface Transportation (FAST) Act, to improve state and local transportation facilities that provide access to and through federal lands for visitors, recreationists and resource users. FLAP funds are eligible for planning, engineering, restoration, construction, and reconstruction of transportation facilities but are not intended for maintenance (chipseal, potholes, etc.) projects.

Program Requirements:

Projects that may be considered for FLAP funding include:

1. The transportation facilities owned or maintained by the State, or local entity that provide access to, are adjacent to, or are located within Federal lands with an emphasis on **high-use recreation sites** or **federal economic generators**. Projects may include *engineering, rehabilitation, restoration, construction, reconstruction, transportation planning, and research* of the eligible transportation facility.
2. The project applicant **must meet the minimum local match requirement**, which may include federal agency funds excluding *Title 23* or *Title 49* funds, with exception of the Federal Lands Transportation Program (FLTP) and Tribal Transportation Program (TTP) that are both eligible matching federal programs.

See <http://flh.fhwa.dot.gov/programs/flap/> for more information regarding eligibility and state specific match requirements.

Program Decision Making:

The Federal Lands Access Program is administered by the Federal Highway Administration (FHWA) by the Central Federal Lands Highway Division (CFLHD). FAST reinstates MAP-21 mandates whereby decisions are to be made through the FLAP Program Decision Committee (PDC) in cooperation with Federal Land Management Agencies (FLMA). Three members form the PDC – a federal representative, a state representative, and one local representative. Per 204(c)(2) Consultation Requirement – the PDC cooperates with each applicable Federal agency in each State before any joint discussion or final programming decision.

To view contact information for your state’s FLAP PDC members and FLMA representatives who coordinate together to evaluate project applications, please see the FLAP website: (<http://flh.fhwa.dot.gov/programs/flap/>) and navigate to the correct state page.

Project Application Process:

The Programming Decision Committee (PDC) will review, evaluate, and prioritize all eligible Project Applications submitted and select those to be short-listed using the Project Application evaluation criteria developed by the PDC. The PDC will select a balanced program that maximizes funding and addresses critical needs, in consultation with applicable Federal Land Management Agencies.

By submission of a Project Application the Applicant is acknowledging to the following requirements:

- a) Proposed projects must be located on a public highway, road, bridge, or trail that is located on, is adjacent to, or provide access to Federal lands for which the facility title or maintenance responsibility is vested with a State, county, city, township, tribal, municipal, or local government.
- b) The applicant must be the facility owner, have maintenance responsibility or must supply a letter from the facility owner/maintenance indicating the application is being submitted on their behalf.
- c) It is the responsibility of the applicant to supply the necessary information to complete the application to the best of their ability. This may include cost estimates, maps, photos, etc.

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- d) Project applications must be supported by the appropriate Federal Land Management Agency (FLMA), documented by a completed support form or a letter of support.
- e) The FLAP requires a minimum match requirement of the total project cost. Other Federal (non-title 23 or 49) funds may be used as match. Please note this may require an approval (resolution) of a commitment of funds from the governing agency prior to the Project Application deadline.
- f) Following review of eligible applications submitted, the PDC will select a Short-list of Projects using the Project Selection criteria. If short-listed, the Applicant will enter into a *Reimbursable Agreement for the not-to-exceed amount of \$10,000 within 45 days of notification of selection* for CFLHD to complete project scoping efforts to develop an accurate scope, schedule, and budget.
- g) If the PDC and the Applicant agree with the project scope, schedule, and budget the PDC will approve the project for final programming. At this time the *Reimbursable Agreement* will be modified to meet the final match requirement for the full project scope, and a Memorandum of Agreement defining that scope as well as roles and responsibilities to be executed **within 60 days from approval of funding**.

Wyoming 2020 Call for Projects Schedule*:

This schedule is specific to the **Wyoming FLAP**. Below are action items for the Applicant during each phase of the Call for Projects.

Call for Projects Phase	Applicant Action Items
<p>Call for Projects Open for Submittals: <i>July-October</i></p>	<p>Prepare and submit applications. Coordinate with FLMA sponsor. See checklist at https://flh.fhwa.dot.gov/programs/flap/wy/ to ensure submittal includes all required forms and supporting materials.</p> <p>Final Date to Submit: December 8, 2020</p>
<p>PDC & FLMA Review of Application: <i>December-January</i></p>	<p>Respond to requests from PDC for additional clarification to assist in review.</p>
<p>Project Selection & Applicant Notification: <i>February</i></p>	<p>Applicant is notified of selection or non-selection. Shortlisted applicants sign preliminary agreement to proceed with scoping.</p>
<p>Scoping of Short-listed Projects: <i>Spring/Summer 2021</i></p>	<p>Engage with FHWA-CFLHD in scoping.</p>
<p>Final Program Decisions: <i>Fall 2021</i></p>	<p>Assign project representative to coordinate with FHWA-CFLHD on agreements and points of contact to work with FHWA-CFLHD throughout project.</p>

* All dates except the Call for Projects Final Date to Submit are approximate. See website for updates.

CFLHD FLAP Program Points of Contact

Please direct any questions or concerns to the points of contact below:

- Laurie Miskimins, FLAP Planner, 720-963-3455, Laurie.Miskimins@dot.gov
- James Herlyck, Access Program Manager, 720-963-3698, James.Herlyck@dot.gov