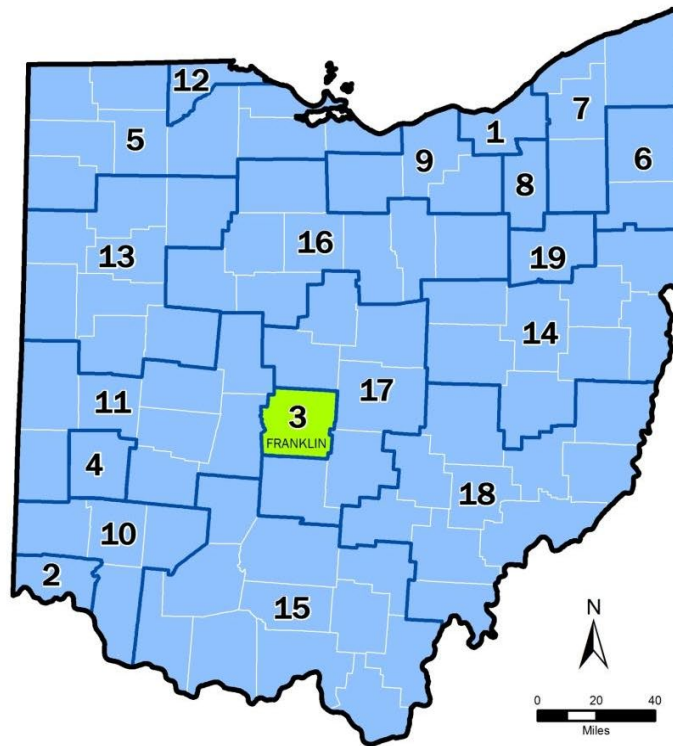


**District 3  
Franklin County**

**OHIO PUBLIC WORKS COMMISSION**

**SCIP/LTIP INFRASTRUCTURE  
PROGRAMS**



**APPLICANT MANUAL  
SFY 2026**

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## Schedule for 2024

Fiscal Year 2026

|  |  |
|--|--|
| <b>March 8</b><br>Friday, 10:30 a.m.– Noon     | <b>Policies &amp; Criteria Working Session 1</b><br>MORPC Board Room   |
| <b>April 12</b><br>Friday, 10:30 a.m.– Noon    | <b>Policies &amp; Criteria Working Session 2</b><br>MORPC Board Room   |
| <b>May 10</b><br>Friday, 10:30 a.m.– Noon      | <b>Policies &amp; Criteria Final Action Meeting</b><br>MORPC Board Room  |
| <b>August 30</b><br>Friday, 5:00 p.m.          | <b>Final Applications Due</b>  |
| <b>October 18</b><br>Friday, 1:30 – 3:30 p.m.  | <b>Applicant Presentations Meeting</b><br>MORPC Town Hall  |
| <b>November 14</b><br>Thursday, 5:00 p.m.      | <b>Applicants Receive Draft Scores</b><br>For their own applications only<br><i>Staff available to meet with applicants Nov. 18-22</i> |
| <b>November 25</b><br>Monday, 1:30 – 2:30 p.m. | <b>Applicants Scoring Review Meeting</b><br>Remote Meeting – Applicants Only   |
| <b>December 6</b><br>Friday, 1:30 – 3:00 p.m.  | <b>Draft Scoring Review Meeting</b><br>MORPC Board Room  |
| <b>December 20</b><br>Friday, 1:30 – 3:00 p.m. | <b>Final Recommendations Action Meeting</b><br>MORPC Board Room  |

Committee meetings will be held in accordance with public health orders and guidance. The meetings may be held in-person or remotely by teleconference. Please check MORPC's [meetings and events webpage](#) for details. In-person meetings will be held at:

### Mid-Ohio Regional Planning Commission

111 Liberty Street, Suite 100  
Columbus, Ohio 43215

**Parking:** When parking in MORPC's parking lot, please be sure to park in a MORPC visitor space or in a space marked with a yellow "M". Handicapped parking is available at the side of MORPC's building. Electric vehicle charging stations are available for MORPC guests. Indoor bike parking is available for MORPC guests.

**Transit:** MORPC is accessible by [COTA](#) routes 5 and 8.

If you require special assistance, please notify  
Thomas Graham at 614-233-4193 or [tgraham@morpc.org](mailto:tgraham@morpc.org)

# OPWC Guidelines and District 3 Policies

## Eligibility

### Project Location

District 3 encompasses Franklin County. Eligible applicants are the county and all cities, villages, townships, sanitary districts and regional water and sewer districts that have the largest share of their population in Franklin County.

A subdivision should seek funding from the OPWC district in which the subdivision's population is the greatest. For example, the City of Columbus extends into other counties, but the majority of its population resides in Franklin County. Therefore, all applications for projects within Columbus city limits must be submitted to District 3.

Applicants for projects extending outside of District 3 are responsible for 100% of the portion of the project outside the boundary, in addition to the local match for the portion within District 3. Applicants must provide summarized and detailed engineering and construction costs separately for the portions inside and outside District 3.

*All Commission funded work must be owned and maintained by a local subdivision. Work not on publicly owned property is ineligible for Commission assistance unless a public easement is obtained.. (OPWC: [Infrastructure Advisories](#))*

### Project Components

District 3 will not accept an application for an engineering only project. Only applications that include all subsequent phases of projects or project components will be accepted. This means that construction must be included in the application for each segment of the project.

District 3 will not utilize OPWC funds for projects that duplicate existing infrastructure.

OPWC infrastructure funding is eligible for local subdivisions to utilize for Capital Improvements. The ORC ([164.01](#)) defines Capital Improvements as *the acquisition, construction, reconstruction, improvement, planning, and equipping of roads and bridges, appurtenances to roads and bridges to enhance the safety of animal-drawn vehicles, pedestrians, and bicycles, waste water treatment systems, water supply systems, solid waste disposal facilities, and storm water and sanitary collection, storage, and treatment facilities, including real property, interests in real property, facilities, and equipment related or incidental to those facilities.*

### *Road & Bridge Projects (Projects Eligible for both SCIP & LTIP)*

Roadway appurtenances applying as a stand-alone project are eligible for both SCIP and LTIP.

Roadway appurtenances or features that contribute to improved safety such as sidewalks, lighting, turn lanes, and upgrades to traffic control will be considered repair/replacement when they are incidental to the project.

Road and bridge projects requesting a grant or grant/loan combination should submit one funding application in OPWC's WorksWise portal. This application should reflect the SCIP funding request. The LTIP funding scenario and request should be attached to the application. If

the applicant does not supply two applications, staff will assume for the LTIP request that the applicant will provide the SCIP loan request amount as additional local match.

Staff will evaluate road or bridge projects with a utility component for LTIP if all of the following are true:

- the road or bridge work is the primary purpose and are the major components of the project; and
- the road or bridge construction work is such that existing utilities are affected (e.g. disrupted or displaced);

If all of these conditions are not met, then staff will only evaluate the project for SCIP funding. The applicant has the option to submit two funding applications: one for SCIP with the utilities included in the project costs and one for LTIP with the utilities excluded.

### *Water & Wastewater Projects*

The replacement of failed septic and other on-site sewerage treatment systems with connection to a central sewer system will be considered repair/replacement. Failed wells and other water supply systems will also be considered repair/replacement. Both systems will be considered to the extent that the connectors do not open unplatted land to development.

All water and wastewater project components will be considered for funding on a loan basis only, except that new water supply and wastewater infrastructure in a CDBG low-income area can be awarded grants and/or no-interest loans.

Costs related to abandonment and/or demolition of septic tanks are ineligible.

### *Additional Guidance*

For additional guidance on the eligibility of project components, please see OPWC advisories on:

- [Green Infrastructure](#): *'Green' options to address stormwater management are eligible as an appurtenance to roadway projects and/or as part of a stormwater solution....*
- [Useful Life/Designed Service Capacity](#): *The minimum useful life of any infrastructure project is seven years....*

### Scheduling

For FY26 applications, all projects must have a construction start date no earlier than July 1, 2025, and no later than June 30, 2026. If a project's construction start date is July 1, 2026, or later, the project will be rejected for consideration for the current round.

For the purpose of determining the construction start date, construction activities and tasks include but are not limited to material handling (including off-site prefabrication), excavation, brush cutting, demolition, utility relocation, grading, footings, form work, backfill, pipe installation, as well as carpentry for water and wastewater treatment facilities. The work performed may include new work, additions, alterations and repairs.

Project applications with delayed schedules for engineering, bidding and construction will be questioned and possibly returned for resubmission in a future program year if they will not proceed during the current program year. Generally, projects must be scheduled to be under construction by the end of the state fiscal year (June 30th) for the program year in which the

agreement is released, and must be completed within two years of the agreement release. "Off-site" construction for prefabricated materials may be accounted for in the construction schedule.

Projects that are being sold by the Ohio Department of Transportation ("ODOT-let") must use the ODOT sale date. Such project schedules are confirmed with ODOT and will be rejected by the Commission if scheduled into a future program year.

Project schedules are monitored by the OPWC. Failure to meet the project schedule may result in termination of the agreement for approved projects. Projects delayed for reasons which are beyond the control of the subdivision or could not be foreseen or anticipated may, at the discretion of the Commission, receive a schedule extension. Extension requests with the reason for the delay must be made in writing. Projects with delayed schedules that lend themselves to a future funding year may be terminated.

## **Funding**

### Previously Paid Costs

OPWC Project Agreements will be executed on or after July 1, 2025. Prepaids are expenses directly related to an OPWC-funded project that were incurred and paid by the subdivision prior to signing the OPWC Project Agreement. Acceptable prepaids are preliminary engineering costs and the purchase of easements or right-of-way (infrastructure projects only). All other prepaids must be discussed with the OPWC prior to incurring them. A subdivision must provide evidence of such prepaids with the submission of its first disbursement request. Supporting documentation must include detailed invoices and proof of payment. A subdivision may either request reimbursement (up to one year prior to the date of the Agreement) based on the participation ratio, or credit toward the local match. ([ORC 164.05](#))

### Engineering Costs

Preliminary design engineering costs (e.g. soil borings, environmental assessments, surveys, studies, etc.) are eligible.

The estimated costs of all engineering services on the application are capped at 20% of the total estimated construction costs, excluding construction contingencies. Applications with engineering costs in excess of 20% must be revised by the applicant following the correction process outlined under Application Submission section below.

Final design items may include geologic sampling, soil borings, surveying, and other sub-surface testing.

### Right-of-Way Costs

Only right-of-way acquired specifically as part of the project may be considered as local match. Right-of-way acquired as part of zoning or subdivision approval does not count as local match. Voluntary private sector contributions, however, can count as part of the local match.

Utility relocation costs should not be included in the right-of-way costs on the OPWC application. They should be included in the construction costs.

## Utility Relocation Costs

Costs to relocate utilities as necessary for the project are eligible. Utility relocation costs must be included in the construction cost estimate and should not be included in the right-of-way costs. Only right-of-way acquired specifically as part of the project may be considered as local match. Right-of-way acquired as part of zoning or subdivision approval does not count as local match. Voluntary private sector contributions, however, can count as part of the local match.

## Local Match

To be considered for SCIP or LTIP funding, an applicant must meet the minimum local match requirement. Note that applications that exceed minimum requirements are more competitive.

- For SCIP grants, applicants are required to provide a minimum of 10 percent of the project costs related to the repair/replacement of facilities and a minimum of 50 percent for the new/expansion portion of the projects.
- For LTIP projects, no local funds are required.

The local match is the participation percentage rate that is made up of non-OPWC funds. It can consist of other agency funds (federal, state, or local) or local pre-pays for engineering or right-of-way, or in-kind work (labor, equipment, materials). Pre-pays may either be reimbursed (up to one year prior to the date of the Agreement) or credited toward the local match. (OPWC: [Project Administration](#))

## Loans

Loans are available from SCIP, not LTIP. Loans can be provided for up to 100% of the project costs with a term of one to thirty years, not exceeding the useful life of the project. Grant/loan combinations are also available. The interest rate is 0%. Once the project is completed a final amortization schedule is provided requiring payments every January and July until the term of the loan expires. Loans may be paid in full with no prepayment penalty. See [OPWC Loans Overview](#) for more information.

## **Application Submission**

Applications are due by 5 p.m. on Friday, August 30, 2024; District 3 does not grant time extensions. **Applicants will be required to submit applications via the OPWC WorksWise Portal.** To access the Portal, you must sign up for a username and password. Visit <https://publicworks.ohio.gov/financial/04-workswise/4-workswise> for details on how to request access, as well as training videos on how to use the system.

The complete SCIP/LTIP application is limited to 250 pages. The font size should be no smaller than 11. The responses to the “Applicant Evaluation Criteria” are limited to one page for each criterion.

Supportive documentation must identify the criteria to which it is applicable. The applicant must provide a brief summary of how this support document is relevant to the scoring guidelines. If referencing a study or article available on the internet, please include the link (URL) rather than attaching the full document. If a document is not available on the internet, then include appropriate pages only with highlighted info and reference the origin of the document (author, title, date).

The first step in the evaluation process is to check that all of the required components of the application have been received and that the proposed project is eligible for funding. Staff will inform the applicant in writing of any required corrections by September 20, 2024; the applicant has five working days to provide the necessary information. Failure to respond will result in staff rejecting the application for that funding round. Authorizing legislation may be submitted after the application deadline if there is a statement in the place of the legislation that provides the estimated date of approval. Include the draft legislation if possible. Final legislation must be received by November 8, 2024.

Once applications are determined to be complete and eligible, MORPC staff will apply the criteria to score the applications. The application [district supplement] and supporting documentation will be carefully reviewed to ensure that the application's statements and claims are valid. If staff has questions or concerns about an application, they will contact the applicant no later than October 30, 2024. Staff will not consider any responses or information received after November 8, 2024, in the scoring of an application.

During the evaluation process, the applicants will have the opportunity to make a five-minute presentation to the PWIC, including questions and answers, for each application. Only one slide with a standard format prepared by staff will be permitted for each project. If the applicant or a representative is not available to make a presentation, staff will provide an overview of the application. The presentations will be given at the PWIC meeting on October 18, 2024.

Applicants will receive draft scores for their applications on November 14, 2024. Staff will be available the week of November 18 to meet with applicants and discuss their scores. The draft scores for all applications will be presented to applicants at a meeting on November 25, 2024.

The PWIC will meet on December 6, 2024, to review the list of applications ranked by draft score and the funding awards that would result. The PWIC, at its discretion, may vote to approve final funding recommendations at this meeting. However, the PWIC is scheduled to meet on December 20, 2024, if necessary, and may approve recommendations at that time.

## **Awarding**

District 3 approves a slate of projects listed in order of priority for each program (SCIP and LTIP) and awards all funding (including funding refused or relinquished by applicants with higher ranked projects) in that order. After SCIP grant money is exhausted, staff will contact project applicants in ranked score order and offer them remaining funds in the form of a loan. The loan amount shall not be greater the original OPWC amount requested in grant and/or loan.

When a project that is eligible for both SCIP and LTIP scores well enough to receive funds from either program, it will be awarded funds from the program in which it receives a larger grant funding award. When there are insufficient funds in either program to fully fund the next-ranked application, the requested funding will be awarded to it from the program in which it receives a larger grant funding award, provided that all higher scored applications for that program have received full funding from either program.

If applications have a tie score in either SCIP or LTIP, the tie will be broken in the following order:

1. Poorest physical condition
2. Largest population served
3. Earliest construction start date (as long as the difference is more than three months)



## LTIP Township Set-Aside

Over each five-year funding period, the PWIC must award at least 20 percent of one-third of the total LTIP allocation to townships (ORC 164.14(D)). District 3 will set aside up to \$500,000 in LTIP funds for townships for each round within the current five-year cycle (FY25 – FY29) in order to meet this requirement.

If District 3 meets the required township amounts (for a given round or five-year cycle) through the regular District 3 LTIP award process, the PWIC may adjust the set-aside.

## Partially Funded Projects

If insufficient funding is available in a program to fulfill an applicant's entire request, the applicant will be offered the remaining balance of the program from which it was funded, subject to the following:

- District 3 will offer any monies from each program returned by June 30, 2025, to the partially funded project up to the total original requested amount.
- A partially funded SCIP project with a grant and loan request will divide its award in the same proportion as the original request (e.g. 25% grant and 75% loan).
- Any unfulfilled SCIP grant request may be fulfilled with loan funds.

## Small Government Program

District 3 may submit unfunded applications from villages and townships with populations of less than 5,000 to OPWC to compete statewide for Small Government Program funds. The evaluation is performed by OPWC according to a different set of criteria. District 3 may submit up to five applications, ranked by priority, for consideration. OPWC reviews applications for eligibility, notifies the applicants of receipt, and gives them up to one week to confirm their intent to apply. Confirmed applicants will have 30 days to provide required and/or additional documentation according to the Small Government Program requirements and methodology.

See OPWC's [Small Government Program](#) page for more information.

## **Construction**

See OPWC advisories on:

- [Minority Business Enterprise \(MBE\)](#)

District 3 will consider requests for modifications to awards from previous rounds including additional funds, a change in scope, or other significant changes twice a year – at the spring final action meeting and the winter final action meeting. Sponsors of these projects must submit an explanation of the unforeseen circumstances surrounding the request in writing to the District 3 liaison at least 10 days in advance of the proper meeting.

If the OPWC-funded portion of a project comes in under budget, the applicant will return the unexpended amount to District 3's pool of funds to be reallocated to the current or future round through the normal procedures. The applicant cannot use the funds on a new project or an expansion of the existing project. The PWIC may entertain a request from the applicant to do additional work within the scope and intent of the originally approved project to address circumstances unforeseen when the application was submitted.

If circumstances outside an applicant's control significantly delay the construction schedule for a project, including delays attributable to the use of federal funds, the PWIC may approve an exemption for delinquent points given under staff question S10.

The Complete Streets movement encourages planners, engineers, and designers to build road networks that welcome all residents, while the Lifelong Communities movement advocates for people of all ages and abilities to have safe access to services and their surroundings. The PWIC supports Complete Streets and Lifelong Communities in accommodating all modes of transportation for all road and bridge projects submitted for funding.

*Legal Disclaimer: The Director of the Ohio Public Works Commission is responsible for the development of the application for projects and approval of methodologies as mandated by Chapter 164 of the Ohio Revised Code (ORC). In the event of any discrepancies or conflicts arising between the supplemental materials provided by the District Integrating Committee, Ohio Public Works Commission policies, and the relevant sections of the ORC and Ohio Administrative Code (OAC), the provisions of the ORC and OAC shall prevail. Any reliance or action taken based on information contained in the supplemental materials shall be at the applicant's own risk, and the Ohio Public Works Commission disclaims any liability for inaccuracies or inconsistencies therein.*

[Infrastructure Laws, Rules, and Advisories](https://publicworks.ohio.gov/programs/infrastructure/Laws,+Rules,+Advisories)

<https://publicworks.ohio.gov/programs/infrastructure/Laws,+Rules,+Advisories>)

**District 3 - Franklin County, Ohio**

**SCIP/LTIP INFRASTRUCTURE PROGRAM**

**PWIC METHODOLOGY FOR SCORING**

**APPLICANT EVALUATION CRITERIA – Round FY26**

**Instructions:** Read each criterion carefully and respond as directed. Many criteria will ask you to enter information in a table. Enter other information for each criterion under the **RESPONSE** prompts. Note that all responses under Applicant Evaluation Criteria are limited to one page per question.

Each question (A1-A16) has a raw score between 0 and 5 points. The raw score for each criterion will be multiplied by its weight to determine its final score.

Begin by completing the project component chart below.



**Documentation Required**

*Attach a plan view or map to illustrate the scope of the project.*

| <b>Component</b> | <b>Existing?<br/>(Y/N)</b> | <b>Quantity</b> | <b>Proposed<br/>Change?<br/>(Y/N)</b> | <b>Quantity</b> |
|------------------|----------------------------|-----------------|---------------------------------------|-----------------|
| ADA curb ramps   |                            |                 |                                       |                 |
| Bike lanes       |                            |                 |                                       |                 |
| Bridge/Culvert   |                            |                 |                                       |                 |
| Bus stop/shelter |                            |                 |                                       |                 |
| Curb and gutter  |                            |                 |                                       |                 |
| Multi-use path   |                            |                 |                                       |                 |
| Road             |                            |                 |                                       |                 |
| Roundabout       |                            |                 |                                       |                 |
| Sanitary sewer   |                            |                 |                                       |                 |
| Sidewalks        |                            |                 |                                       |                 |
| Street lighting  |                            |                 |                                       |                 |
| Storm sewer      |                            |                 |                                       |                 |
| Traffic signal   |                            |                 |                                       |                 |
| Turn lane(s)     |                            |                 |                                       |                 |
| Waterlines       |                            |                 |                                       |                 |
| Other (specify)  |                            |                 |                                       |                 |

**A1) PHYSICAL CONDITION (Weight: SCIP= 8; LTIP= 6)** – ORC 164.06(B)(2), 164.14(E)(9)

Skip this question if your project is 100% new or expansion work. If the existing facility is not being abandoned or repaired, but a new facility is being built, it shall be considered as an expansion project.

Condition is based on the amount of deterioration that is field verified or documented exclusive of capacity, serviceability, or health, safety, and welfare issues. Condition is rated only on the existing facility being repaired or abandoned. The proportion of a project which is new or expansion work will be considered when scoring projects which are constructing a new roadway.

Complete chart below for each type of infrastructure to be repaired or replaced. If the infrastructure type does not have an applicable table, complete the “Other” chart.



**Documentation Required**

*Attach documentation of how the condition rating was determined (with the pavement condition rating form, ODOT Bridge Inspection Field Report, documentation of waterline break frequency, etc.). Applicants are encouraged to provide photos depicting the current physical conditions.*

**Roads, Bridges and Culverts**

| Location (Road Segment, Bridge Location, etc.) | Rating (e.g. PCR, Bridge Rating) |
|--|----------------------------------|
|  |                                  |
|  |                                  |
|  |                                  |
|  |                                  |

**Water Supply**

|  |  |
|--|--|
| Average annual number of breaks per 1000 miles of pipe   |  |
| Percent of water unaccounted for (out of total produced) |  |
| Number of EPA violations in the past year                |  |
| Peak demand compared to design capacity (percent)        |  |
| Tuberculation in water lines (Yes/No)                    |  |

**Wastewater Systems**

|  |  |
|--|--|
| Facility influent flows and/or organic loads compared to design levels (percent)   |  |
| Number of violations that exceed 20% of the NPDES permit limits in the past year * |  |
| Have formal enforcement proceedings started? (Yes/No)                              |  |

*\* Do not include violations due to improper operation of the facility.*

### Stormwater Collection

|   |  |
|---|--|
| Average number of breaks per 1000 miles of pipe |  |
| <b>*Instances of flooding (select one):</b>     |  |
| After heavy storms, in limited areas            |  |
| After heavy storms, fairly widespread           |  |
| Often, in limited areas                         |  |
| Often, fairly widespread                        |  |

*\* Documentation includes testimony from utility, emergency and public services and/or property owners. Provide pictures if possible.*

### Solid Waste

|   |  |
|---|--|
| Start year of operations                                  |  |
| Percent of approved floor space filled                    |  |
| Estimated remaining life (years and months)               |  |
| List any best available technology (BAT) features in use: |  |

### Other (signals, sidewalks, curb ramps, etc.)

|  |  |
|--|--|
| Estimated remaining years of useful life             |  |
| Other applicable condition rating (cite methodology) |  |

**For any project type**, consider the information provided and select the condition rating that represents the average physical condition of all components of the infrastructure to be repaired or replaced.

| Select Condition | Condition Rating | Description   | Points |
|------------------|------------------|---|--------|
|                  | Good             | Requires routine maintenance and periodic repairs to maintain integrity.                  | 1      |
|                  | Fair             | Requires minor rehabilitation to maintain integrity.                                      | 2      |
|                  | Poor             | Requires <u>partial</u> reconstruction or extensive rehabilitation to maintain integrity. | 3      |
|                  | Critical         | Requires <u>major</u> reconstruction to maintain integrity.                               | 4      |
|                  | Failed           | Permanently closed or out of service. Beyond any corrective action.                       | 5      |

Why did you select the physical condition checked above? Explain. Identify the methodology applied for rating the condition.

**RESPONSE:**

**A2) AGE (Weight: SCIP = 1; LTIP = 1) – ORC 164.06(B)(2)**

How many years have passed since the last major rehabilitation of the primary infrastructure involved in the project? Describe the scope of the major rehabilitation. If the infrastructure was never rehabilitated, provide the number of years since it was constructed. No documentation is necessary. However, OPWC’s Small Government Program does require proof of age.

**RESPONSE:**

Points are awarded based on the primary type of infrastructure/project and its associated life expectancy, according to the following table.

| Infrastructure Type              | Typical Useful Life (years) | 5 points   | 4 points | 3 points | 2 points | 1 point |
|----------------------------------|-----------------------------|--|----------|----------|----------|---------|
|                                  |                             | Years Since Last Major Rehabilitation is at Least: |          |          |          |         |
| Bridges                          | 75                          | 75   | 60       | 45       | 30       | 15      |
| Traffic signals                  | 12                          | 12   | 10       | 7        | 5        | 2       |
| Full-depth road construction     | 25                          | 25   | 20       | 15       | 10       | 5       |
| Less than full-depth replacement | 15                          | 15   | 12       | 9        | 6        | 3       |
| Pump, lift station, equipment    | 15                          | 15   | 12       | 9        | 6        | 3       |
| Sanitary sewers                  | 40                          | 40   | 32       | 24       | 16       | 8       |
| Storm sewer                      | 40                          | 40   | 32       | 24       | 16       | 8       |
| Water lines                      | 40                          | 40   | 32       | 24       | 16       | 8       |
| ADA curb ramps                   | 25                          | 25   | 20       | 15       | 10       | 5       |
| Sidewalks                        | 25                          | 25   | 20       | 15       | 10       | 5       |
| Multi-use paths                  | 15                          | 15   | 12       | 9        | 6        | 3       |



| Points | A              |                              | B                 |                                 | C                                   | D                      |
|--------|----------------|------------------------------|-------------------|---------------------------------|-------------------------------------|------------------------|
|        | A1. Crash Freq | A2. Crash Density (per mile) | B1. FS Crash Freq | B2. FS Crash Density (per mile) | C. FS Crash Rate (per 10M veh/year) | D. Ped/Bike FS Crashes |
| 0      | <10            | <15                          | 0                 | 0                               | 0                                   | 0                      |
| 1      | 10-19          | 15 to <30                    | 1                 | 0 to <1.5                       | 0 to <0.3                           | —                      |
| 2      | 20-29          | 30 to <50                    | 2                 | 1.5 to <3.0                     | 0.3 to <0.6                         | —                      |
| 3      | 30-39          | 50 to <70                    | 3                 | 3.0 to <4.5                     | 0.6 to <0.9                         | 1                      |
| 4      | 40-49          | 70 to <100                   | 4                 | 4.5 to <6.0                     | 0.9 to <1.2                         | —                      |
| 5      | 50+            | 100+                         | 5+                | 6.0+                            | 1.2+                                | 2+                     |

The following two variables will be used for stand-alone appurtenances to the roadway which enhance the safety of pedestrians and bicyclists:

1. Pedestrian/Bicyclist Crash Frequency or Pedestrian/Bicyclist Crash Density
2. Pedestrian/Bicyclist FS Crashes

| CRASH ANALYSIS VARIABLES – Stand-Alone Appurtenances to the Roadway |   |
|---|---|
| Variable A1   | <u>Pedestrian/Bicyclist Crash Frequency</u> is the total number of crashes that have occurred.<br>$\text{Pedestrian/Bicyclist Crash Frequency} = N$ <span style="float: right;"><math>N = \text{Total number of crashes}</math></span>  |
| Variable A2   | <u>Pedestrian/Bicyclist Crash Density</u> is the total number of crashes that have occurred per mile<br>$\text{Pedestrian/Bicyclist Crash Density} = N/L$ <span style="float: right;"><math>N = \text{Total number of crashes}</math></span><br>$L = \text{Length}$                                   |
| Variable B  | <u>Pedestrian/Bicyclist FS Crashes</u> is the total number of FS crashes involving a pedestrian or bicyclist that have occurred at the project location.<br>$\text{Ped/Bike FS Crashes} = N_{pb}$ <span style="float: right;"><math>N_{pb} = \text{Total number of ped/bike FS crashes}</math></span> |

Staff will determine the score from 0 to 5 for each of the two variables from the chart below. The final point score will be determined by the average point value of the two variables (A and B).

Projects with a combined project length of less than 0.5 miles will be evaluated using the A1 frequency metrics while projects with a combined project length equal or greater than 0.5 miles will be evaluated using the A2 crash density metrics.

| Points | A                       |                                       | B                      |
|--------|-------------------------|---------------------------------------|------------------------|
|        | A1. Ped/Bike Crash Freq | A2. Ped/Bike Crash Density (per mile) | B. Ped/Bike FS Crashes |
| 0      | 0                       | <1.5                                  | 0                      |
| 1      | 1                       | 1.5 to <3                             | —                      |
| 2      | 2                       | 3 to <5                               | —                      |
| 3      | 3                       | 5 to <7                               | 1                      |
| 4      | 4                       | 7 to <10                              | —                      |
| 5      | 5                       | 10+                                   | 2+                     |



**A4) PUBLIC SAFETY (Weight: SCIP = 1; LTIP = 2) – ORC 164.06(B)(4), 164.14(E)(10)**

Mark the unsafe conditions currently attributable to the infrastructure that will be ameliorated by the project.



**Documentation Required**

*Supportive evidence, such as letters from officials, public notices of service disruptions, photos, media articles, communications to or from residents, etc., is required for each unsafe condition.*

| <b>Check If Applicable</b> | <b>Current Condition</b>   | <b>Points (Cumulative, up to 5)</b> |
|----------------------------|--|-------------------------------------|
|                            | Geometric issues (sharp curve, severe drop-off, poor sight distance, etc.) | 1 to 2                              |
|                            | Delayed emergency response   | 1                                   |
|                            | Insufficient lighting  | 1                                   |
|                            | Frequent flooding or standing water in open areas                          | 1                                   |
|                            | Loss of water service (more than 24 hours)                                 | 2                                   |
|                            | Insufficient fire hydrant flow   | 1                                   |
|                            | Extended closure resulting in rerouted traffic                             | 3                                   |
|                            | Extended closure of bridge or emergency route                              | 5                                   |
|                            | Other unsafe conditions  | 1 to 2                              |

Describe each unsafe condition or situation caused by the existing infrastructure and how the project would address it. If there are applicable design or safety standards that the infrastructure currently fails to meet, provide the standard and its source, and describe how the project compares to the standard both currently and after the project is completed. Where a range of points is specified for a condition, the score will be based on a combination of the severity and frequency of the unsafe condition and the quality of supportive evidence.

**RESPONSE:**

**A5) PUBLIC HEALTH PROBLEM (Weight: SCIP = 5; LTIP = 0) – ORC 164.06(B)(4), 164.14(E)(10)**

Check applicable conditions in the table that follows.



**Documentation Required**

*Supportive evidence, such as letters from officials, public health notices, photos, media articles, enforcement actions, communications to or from residents, etc. is required for each condition. Contamination must be documented with evidence of the presence of contamination in excess of standards protective of public health.*

| Check If Applicable | Current Condition   | Points (Cumulative, up to 5) |
|---------------------|---|------------------------------|
|                     | Infestation of mosquitoes, insects or rodents             | 1 to 2                       |
|                     | Structure flooding (stormwater)                           | 1 to 3                       |
|                     | Structure flooding (sanitary)                             | 2 to 4                       |
|                     | Health department or EPA orders to fix                    | 2 to 4                       |
|                     | Biofilm in water lines OR contamination of drinking water | 1 to 4                       |
|                     | Contamination of environment                              | 2 to 4                       |
|                     | Other public health problem                               | 1 to 5                       |

Describe each public health problem or unhealthy condition. Explain how the existing infrastructure contributed to it, and how the proposed project will correct or mitigate it. The score within the specified range will be based on a combination of the severity, frequency, and quality of supportive evidence.

**RESPONSE:**

**A6) ECONOMIC GROWTH AND DEVELOPMENT (Weight: SCIP = 3; LTIP = 5) – ORC**  
 164.14(E)(3)

This criterion relates to the potential of the project to facilitate the creation or retention of commercial (i.e., office, industrial, or manufacturing) jobs in District 3 (Franklin County). Retail or residential development does not receive credit. Depending on the type of documentation provided, applicants can receive points for either the sum of A6a and A6b or the sum of A6c and A6d, for a maximum of 5 total points.

| Check If Documented | Documentation                                       | Points |
|---------------------|---|--------|
|                     | A6a) Letter from an economic development entity     | 1      |
|                     | A6b) More than 25 jobs existing withing ½ mile      | 1      |
| <b>OR</b>           |   |        |
|                     | A6c) Contract or letter from a commercial developer | 3      |
|                     | A6d) Less than 25 jobs created or retained          | 1      |
|                     | A6d) At least 25 jobs created or retained           | 2      |

**A6a) Letter from an Economic Development Entity**



**Documentation Required**

*Provide a copy of a signed letter from an economic development entity not affiliated with the applicant indicating that the project supports the potential creation or retention of commercial (i.e., office, industrial, or manufacturing) jobs in Franklin County.*

**A6b) More than 25 jobs existing within ½ mile**

Staff will calculate the number of existing jobs within ½ mile of the project. No additional response or documentation is needed from the applicant.

**To receive credit for A6c and A6d, the applicant must provide a satisfactory response to the three items below:**

Is this infrastructure improvement necessary to secure a particular commercial (i.e., office, industrial, or manufacturing) development or redevelopment? If so, please explain the relationship between the project and the development. Stating that the improvement will promote development in the area is not sufficient. A Community Reinvestment Area (CRA) is ineligible unless the agreement clearly states the CRA focuses on commercial development, not retail or residential development.

**RESPONSE:**

Name of the commercial development.

**RESPONSE:**

Identify the type of industry proposed in this commercial development.

**RESPONSE:**

**A6c) Contract or Letter from the Commercial Developer**



**Documentation Required**

*Provide a copy of a signed contract or letter of commitment from the commercial developer outlining the proposed plan.*

**A6d) Creation of New Jobs or Retention of Existing Commercial Jobs**



**Documentation Required**

*Provide documentation of a development proposal stating number of permanent jobs that will be located there and the geographical area from which any existing jobs would be relocating. The applicant must provide a letter or agreement from the prospective commercial developer outlining the proposed plan or provide an existing land use plan that this improvement directly supports economic development intended to create commercial/office jobs.*

How many permanent new jobs are being created in District 3?

**RESPONSE:**

How many permanent commercial jobs are being retained within District 3? Provide an explanation below or attach documentation that demonstrates that the jobs would have been lost to the district without the development.

**RESPONSE:**

**A7) CONGESTION** (Weight: SCIP = 0; LTIP = 7) – ORC 164.14(E)(2)

If the facility is currently or forecasted to be congested, complete the chart below with the current and design year (opening + 20 years) peak-hour level of service (LOS) for the no-build and build scenarios. In the “Location of LOS Improvement” column below, specify which portion of the traffic is experiencing the corresponding LOS improvement. For example, does the LOS apply to an entire intersection or to the northbound to westbound turning movement?



**Documentation Required**

The level of service calculation (using the Highway Capacity Manual, Synchro or similar, including growth rate rationale and showing peak hour, timing, and movements) must be attached to receive credit. If current ADT is not from MORPC or ODOT, a traffic count report is required.

| Location of LOS Improvement | Peak Hour LOS Improvement for (check applicable) |                    | Opening Year LOS  |                | Design Year LOS   |                |
|-----------------------------|--|--------------------|-------------------|----------------|-------------------|----------------|
|                             | All Traffic                                      | Portion of Traffic | No-Build Scenario | Build Scenario | No-Build Scenario | Build Scenario |
|                             |  |                    |                   |                |                   |                |
|                             |  |                    |                   |                |                   |                |
|                             |  |                    |                   |                |                   |                |
|                             |  |                    |                   |                |                   |                |

The scoring rubric below uses the year (current/opening or design) and location of traffic that results in the highest score. Improvements beyond LOS C do not receive credit. If the project is along a road segment that improves multiple intersections, the project will receive a score based on the individual intersection that scores best in the chart.

| LOS Improvement Applicable to: |  |         | Points |
|--------------------------------|--|---------|--------|
| All                            |  | Portion |        |
| -                              |  | 1       | 1      |
| -                              |  | 2       | 2      |
|                                |  | 3       | 3      |
| 1                              |  | -       | 4      |
| ≥2                             |  | -       | 5      |

Please explain how design year ADT was developed, including the growth rate rationale. If these are insufficient, only the Opening Year LOS will be used to determine the score.

**RESPONSE:**

**A8) PUBLIC INVOLVEMENT (Weight: SCIP = 4; LTIP = 4)**

Complete the chart below to identify how the applicant has identified the project as a need.



**Documentation Required**

See *Required Documentation and Examples* in the chart that follows.

| Check If Documented | Public Participation   | Required Documentation and Examples  | Points (Cumulative, up to 5) |
|---------------------|--|--|------------------------------|
|                     | Oral comments  | Summary of comments received (e.g. staff summary of public complaints, log of phone calls, etc.)   | 1                            |
|                     | Written comments   | Copy of the comments as received (e.g. letter to the editor, email, comments collected at a public meeting, newspaper articles, 311 records, etc.)   | 2                            |
|                     | *Public meeting for the project held within the past two years | Sign-in sheet, advance notice of meeting (e.g. flyer, newspaper, neighborhood newsletter, electronic postings, etc.) A social media posting, without any other documentation, is not sufficient evidence of a meeting. A regularly occurring council or board meeting is acceptable <i>only</i> if the public receives prior notice of project-specific discussion beyond a typical meeting. | 4                            |
|                     | Public meeting in combination with written comments            | See above  | 5                            |

\* Follow public health orders and guidelines when conducting meetings. Public meetings may be held remotely via telecommunications. Consider using the procedures and methods the local subdivision has used for virtual public meetings to ensure publicity, documentation, and the ability for the public to participate.

**A9) RECOGNIZED NEED (Weight: SCIP = 3; LTIP = 3)** – ORC 164.06(B)(9), 164.14(E)(5)

Is the project the applicant’s highest priority among the applications (or the only application) submitted this round?

**RESPONSE:**

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

Complete the following table to identify how the project was identified as a need.



**Documentation Required**

*Attach an excerpt of the applicable document as proof for each row of the table except priority (i.e., Plans, Programs, and Progress/Readiness). If the origin of the excerpt is unclear, also include the cover, introduction, or executive summary.*

| Check If Documented | Required Documentation and Examples   | Points (Cumulative, up to 5) |
|---------------------|---|------------------------------|
|                     | Identified as first priority above  | 1                            |
|                     | Plans: <ul style="list-style-type: none"> <li>• Preliminary engineering study complete</li> <li>• Comprehensive or community plan</li> <li>• Special study</li> <li>• Task force findings</li> <li>• Other planning document</li> </ul>   | 2                            |
|                     | Programs: <ul style="list-style-type: none"> <li>• Capital Improvement Program (CIP)</li> <li>• Annual budget</li> <li>• Voluntary submission of a Capital Improvement Report (CIR)</li> <li>• Other systematic infrastructure inventory</li> </ul>   | 1                            |
|                     | Progress/Readiness: <ul style="list-style-type: none"> <li>• Signed engineering design contract specific to the project</li> <li>• Authorized task order within a general contract</li> <li>• A statement that design is in-house (or, for townships and villages, will be completed by the Franklin County Engineer's Office)</li> </ul> | 2                            |

**A10) SERVICE TO THE DISTRICT (Weight: SCIP = 6; LTIP = 6)**

Complete the chart below for the applicable project type.



**Documentation Required**

*Provide the documentation requested in the table to support the number of people or size of area served.*

| Facility Type                               | Measure & Documentation   | People/Area Served | Scoring Guidelines                          |          |
|---|---|--------------------|---|----------|
|   |   |                    | Points                                      | Min. ADT |
| Road Bridge                                 | Average Daily Traffic (ADT)<br><br>Include a traffic count report if the ADT is not from MORPC or ODOT.   |                    | 1   | 0        |
|   |   |                    | 2   | 3,000    |
|   |   |                    | 3   | 8,000    |
|   |   |                    | 4   | 15,000   |
|   |   |                    | 5   | 30,000   |
| Waterlines<br>Sanitary Sewer<br>Solid Waste | Number of residents and employees<br>OR<br>Number of residences and businesses<br><br>Provide a map of the service area.  |                    | <175 people                                 | 1 point  |
|   |   |                    | 175-231                                     | 2        |
|   |   |                    | 231-519                                     | 3        |
|   |   |                    | 520-1000                                    | 4        |
|   |   |                    | >1000                                       | 5        |
| Bicycle and Pedestrian                      | Number of bicycles and pedestrians served daily<br><br>Provide documentation if available. If documentation is unavailable, staff will calculate jobs and population density within ½ mile of the project. The ADT of the adjacent roadway will also be considered. |                    | Staff determines relative to other projects |          |
| Storm Sewer                                 | Tributary drainage area (in acres)<br><br>Provide a map of the service area.  |                    | <41 acres                                   | 1 point  |
|   |   |                    | 41-160                                      | 2        |
|   |   |                    | 161-480                                     | 3        |
|   |   |                    | 481-800                                     | 4        |
|   |   |                    | >800  | 5        |



**A11) AREA WITH SPECIAL CONDITIONS OR IMPORTANT COMMUNITY FACILITIES**  
**(Weight: SCIP= 4; LTIP = 4)**

List community facilities directly served by the project. Community facilities are those that provide public/institutional services, such as hospitals, schools, police/fire stations, community centers, parks, libraries, etc. The facility or combination of facilities must serve a significant number of people daily to count as one item. Commercial facilities shall not be considered important community facilities for the purposes of this question.



**Documentation Required**

*Provide documentation of daily number of users.*

| Name of Community Facility | Address/Location | Number of Daily Users |
|----------------------------|------------------|-----------------------|
|                            |                  |                       |
|                            |                  |                       |
|                            |                  |                       |

Complete the table below for other community resources or special conditions directly served by the project.

| Check If Applicable | Community Resources or Special Conditions  | Check If Documentation Provided |
|---------------------|--|---------------------------------|
|                     | Community facilities (from table above)  |                                 |
|                     | Regionally significant facility  |                                 |
|                     | Public housing site or Federal CDBG-designated low-income area                         |                                 |
|                     | Access for persons with disabilities (new sidewalks and ADA curb ramps)                |                                 |
|                     | Transit route or bus stop within project limits  |                                 |
|                     | Historic district - must be federal or state approved                                  |                                 |
|                     | Tie-in with other improvements, such as neighborhood revitalization, or earlier phases |                                 |

Provide descriptive information to identify the specific resources claimed in the chart above, such as name, address, etc. Do not repeat information from the Community Facilities table above.

**RESPONSE:**

Scoring:

- 2 points for one item
- 4 points for two items
- 5 points for three or more items

**A12) OTHER INFORMATION (Weight: SCIP = 2; LTIP = 2)**

What other information should the District 3 Committee know that would warrant additional points? Highlight qualities and characteristics that would not be evident elsewhere in the application.

Examples:

- Unusual/unique and relevant material
- Innovative green construction techniques (LEED certification, green infrastructure, etc.)
- Project characteristics considered under other criteria, which either do not meet the standards to receive points or greatly exceed the guidelines for maximum points

**RESPONSE:**

**A13) ABILITY & EFFORT TO FINANCE THE PROJECT (Weight: SCIP= 2; LTIP = 2) – ORC**  
 164.06(B)(6), 164.14(E)(6)

Is the unfunded project cost more than 25% of the subdivision’s total general fund plus any other funds that can be used for this type of infrastructure? The **unfunded project cost** is the total project cost less any Other Match sources in Criterion S2 (federal, state, private, etc.).



**Documentation Required**

*To receive credit, the applicant is required to submit a copy of the subdivision’s Annual Tax Budget for the year commencing January 1, 2025. ORC 5705.28 asks subdivisions to submit these budgets to the Franklin County Auditor’s office in July 2024. The applicant must highlight or mark the portions of the budget eligible to fund this project. For an application in which more than one subdivision is contributing to the Applicant Match, submit the Annual Tax Budget for the subdivision making the largest contribution to the project.*

| Check If Documented | Percentage of Subdivision’s Total Funds for the Infrastructure Type  | Points |
|---------------------|--|--------|
|                     | Unfunded project cost represents <b>less than 25%</b> of subdivision’s total annual funding that can be used for this project. | 0      |
|                     | Unfunded project cost represents <b>25% to 50%</b> of subdivision’s total annual funding that can be used for this project.    | 3      |
|                     | Unfunded project cost represents <b>more than 50%</b> of subdivision’s total annual funding that can be used for this project. | 5      |

**A14) SPECIAL TAX OR FEE (Weight: SCIP= 3; LTIP = 3) – ORC 164.14(E)(6)**

Complete the table that follows to show any taxes, fees, or funding mechanisms devoted to local public infrastructure eligible for SCIP or LTIP. The revenue source does not have to be directly related to the project in the application. The purpose of this question is to determine the level of effort the applicant has made to fund its infrastructure by enacting a special tax or fee to improve its infrastructure.



**Documentation Required**

*Documentation (e.g. legislation) is required for any specific tax or fee, except for the optional motor vehicle license fee and TIFs that are included in the [Franklin County Auditor's Tax Incentive Hub](#).*

| <b>Check If Documented</b> | <b>Special Tax or Fee</b>                           |
|----------------------------|---|
|                            | Permissive \$5 motor vehicle license fee            |
|                            | Additional permissive \$5 motor vehicle license fee |
|                            | Storm water management fee                          |
|                            | Tax Increment Financing (TIF) Revenue               |
|                            | Other (specify, e.g., road levy):                   |

**Scoring:**

3 points for one item

5 points for two or more items

**A15) PEDESTRIAN, BICYCLE & TRANSIT ACCOMMODATION (Weight: SCIP = 2; LTIP = 2)**

When designing accommodations for all users of the transportation system, it is important to ensure safety, ease of use, and ease of transfer between modes. Information about Complete Streets and a toolkit that contains information on different roadway scenarios that accommodate all user is available at: <http://www.morpc.org/tool-resource/complete-streets/>. Applicants are encouraged to contact MORPC for assistance in designing their project.

Consider the following questions and respond below:

Describe the current accommodations for pedestrians, bicyclists, and transit users within the project area

**RESPONSE:**

What modifications, improvements, or additions to pedestrian, bicycle, and transit accommodations are included in the project scope? These could include installation, repair, replacement, or other modifications.

**RESPONSE:**

What pedestrian, bicycle and transit accommodations were considered when developing the project scope? Please provide an explanation of any factors which led to pedestrian, bicycle or transit accommodations not being included in the project scope.

**RESPONSE:**

| <b>Accommodations &amp; Improvements</b>  | <b>Points</b> |
|---|---------------|
| There will be all of the appropriate pedestrian, bicycle and/or transit accommodations, and the project will add or improve them.   | 5             |
| There will be all of the appropriate pedestrian, bicycle and/or transit accommodations, but the project will not add or improve them.   | 4             |
| There will be some, but not all, of the appropriate pedestrian, bicycle and/or transit accommodations, and the project will add or improve them.  | 3             |
| There will be some, but not all, of the appropriate pedestrian, bicycle and/or transit accommodations, but the project will not add or improve them.  | 2             |
| There will not be any appropriate pedestrian, bicycle or transit accommodations. However, it would be unreasonable to expect the project to improve them because of reasons provided by the applicant | 1             |
| There will not be any appropriate pedestrian, bicycle or transit accommodations, and the project would reasonably be expected to provide accommodations   | 0             |

**A16) JOINT FINANCIAL PARTNERSHIPS (Weight: SCIP = 1; LTIP = 1) – ORC 164.14(E)(7)**

Complete the following table if the project is a joint financial partnership where another agency provides **at least 10% of the required local match or 1% of the total project cost (whichever is higher)** as part of the local share. Eligible participating local entities are all political and taxing jurisdictions in Franklin County. Funds provided by federal or state agencies are not eligible for this criterion.

| Check If Documented | Participating Local Entity | Match Provided |
|---------------------|----------------------------|----------------|
|                     |                            |                |
|                     |                            |                |
|                     |                            |                |



**Documentation Required**

*A letter documenting financial commitment between the agencies must be attached.*

*NOTE: If your project is a joint project in which two or more political subdivisions are contributing funds to the project, regardless of the portion, OPWC will require an executed cooperation agreement prior to releasing funds. In the application to District 3, a letter of agreement signed by a representative of the subdivision(s) cooperating with the applicant may serve as a placeholder for an executed agreement. However, if District 3 approves funding for the joint project, OPWC will require an executed agreement. The applicant will need to execute a cooperative agreement by the June following the application submittal (June 2025) to receive OPWC funding.*

The score will be determined by the type of partnership in the table below. All partnerships must meet minimum criteria above to receive points.

| Type of Partnership  | Points |
|--|--------|
| <b>1 entity</b> is partnering with applicant, providing <b>less than 20%</b> of the total project cost | 3      |
| <b>1 entity</b> is partnering with applicant, providing <b>more than 20%</b> of the total project cost | 5      |
| <b>2 or more entities</b> are partnering with applicant  | 5      |

**District 3 – Franklin County, Ohio**

SCIP/LTIP INFRASTRUCTURE PROGRAM

**PWIC METHODOLOGY FOR SCORING**

**STAFF EVALUATION CRITERIA – Round FY26**

**Instructions:** Read each criterion carefully and respond, if necessary, as directed. Most Staff Evaluation Criteria are scored using information entered into the Ohio Public Works Commission Application for Financial Assistance (on Public WorksWise) and the Applicant Evaluation Criteria. The **RESPONSE** prompts indicate places where the applicant is expected to provide information. The other criteria are provided here to inform the applicant of the scoring methodology.

*Staff will review the information contained in the application to score each of the questions outlined below.*

*Each question (S1- S12) is worth between 0-5 points (raw score). Final score for each question is determined by multiplying the raw score times the weight for each question.*

The Overmatch is the portion of the match that exceeds the Required Minimum Match. Applications that provide an Overmatch earn points for S1 or S2, depending on the source of the match.

Funds from other sources are weighted more heavily than those from the applicant because: the applicant is leveraging OPWC funds, thereby using all available resources; because it demonstrates that another agency has seen enough merit in the applicant's project to commit funding to it; and the OPWC assistance may prevent the loss of the other funds to the district, if the applicant could not otherwise find enough funding to proceed with the project.

**APPLICANT MATCH – (Weight: SCIP =2; LTIP = 2) – ORC 164.06(B)(6)**

**S1) Is the applicant or other responsible local public agency putting more than the required minimum into the project?**

The Applicant Match is the total local revenues committed to the project by the applicant and any other local agencies that have the responsibility to maintain a portion of the project. It includes:

- Any funds from another local entity that has any maintenance responsibility for the project.
- Tax increment fund (TIF) revenues.
- Permissive license fee revenues, county motor vehicle license tax revenues, or any other funds held by the Franklin County Engineer that are earmarked for a specific local agency.
- Any funds under control of the applicant or other local agencies that have any responsibility to maintain a portion of the project.
- The portion of funds from a Special Improvement District (SID) that were paid by the applicant.

**RESPONSE:** Enter the Applicant Match information.

| <b>Local Subdivision with Maintenance Responsibility</b> | <b>Cash Contribution</b> | <b>In-Kind or Force Account Contribution</b> |
|--|--------------------------|--|
| Applicant  |                          |  |
| Other:   |                          |  |
| Other:   |                          |  |
| Other:   |                          |  |
| <b>Total</b>   |                          |  |

The Applicant Match does not include federal, state, or private sources or any other sources included in Other Match (Criterion S2).



**Documentation Required**

*If any agencies, other than the applicant, that have any responsibility to maintain a portion of the project are contributing to the Applicant Match, the applicant must provide a letter of commitment or intent from the entity providing the funds.*

**SCIP**

The Required Minimum Match for SCIP assistance is 10 percent of the repair/replacement portion of the project cost and 50 percent of the new/expansion portion of the project cost.

For SCIP scoring, the SCIP Applicant Match is the sum of the Applicant Match and the SCIP loan requested on the application.



The Applicant Overmatch is the percentage of SCIP Applicant Match minus the percentage Required Minimum Match.

*(Applicant does not need to fill in this table. Staff will perform calculations.)*

SCIP Applicant Match: \_\_\_\_\_ % (Local Public Agency Funds + SCIP Loan Request)  
 Required Minimum Match: \_\_\_\_\_ % (10% for repair/replace & 50% for new/expansion)  
 Applicant Overmatch (if > 0)  
 OR  
 Unmet Minimum Match (if < 0) \_\_\_\_\_ % (SCIP Applicant Match - Required Minimum Match)

If the SCIP Applicant Match is less than the Required Minimum Match, there is unmet minimum match, which must be met with Other Match (S2). The Applicant Overmatch becomes the Unmet Minimum Match in S2.

**LTIP**

There is no Required Minimum Match for LTIP grants. Therefore, the Applicant Overmatch is equal to the Applicant Match.

Points for SCIP and LTIP are awarded on the size of the Applicant Overmatch.

| Applicant Overmatch (%)     |     |           |       |        |
|-----------------------------|-----|-----------|-------|--------|
| Greater than<br>or equal to | and | Less than | earns | Points |
| —                           | <   | 5%        |       | 0      |
| ≥ 5%                        | <   | 15%       |       | 1      |
| ≥ 15%                       | <   | 25%       |       | 2      |
| ≥ 25%                       | <   | 35%       |       | 3      |
| ≥ 35%                       | <   | 45%       |       | 4      |
| ≥ 45%                       |     | —         |       | 5      |

**OTHER MATCH** – (Weight: **SCIP = 4; LTIP = 8**) – ORC 164.06(B)(7), 164.14(E)(4)

**S2) What other funds (federal, state, private) will be utilized in the project's undertaking?**

Other Match contributions come from sources that are not under the control of the applicant and **not** from agencies with maintenance responsibility for a portion of the project. Applications that attract Other Match and that provide an Overmatch earn points. The Required Minimum Match is first counted against the Applicant Match (S1). Sources of Other Match may include:

- State, federal, or other public sources.
- Private contributions, such as from a developer.
- County Engineer contributions, if the county has no maintenance responsibility for any portion of the project.
- Portion of Special Improvement District (SID) that were not paid by the applicant.



**Documentation Required**

*The applicant must provide a letter of commitment or intent from any entities contributing to the Other Match.*

**RESPONSE:** Enter the Other Match information below.

| Other Match Contributor | Revenue Contribution | Value of In-Kind Contribution |
|-------------------------|----------------------|-------------------------------|
|                         |                      |                               |
|                         |                      |                               |
|                         |                      |                               |
| <b>Total</b>            |                      |                               |

The Other Match does not include funding from the applicant or any other sources included in Applicant Match (Criterion S1).

**SCIP**

There is a Required Minimum Match for SCIP Assistance, which was determined for S1. To determine the Other Overmatch, the Other Match must be reduced by any Unmet Minimum Match, also determined in S1.

*(Applicant does not need to fill in this table. Staff will perform calculations.)*

Other Match: \_\_\_\_\_ %

Unmet Minimum Match (if any): \_\_\_\_\_ % From S1, must be < 0.

Other Overmatch: \_\_\_\_\_ % (Other Match + Unmet Minimum Match)

**LTIP**

There is no Required Minimum Match for LTIP grants. Therefore, the Other Overmatch is equal to the Other Match.

Points for SCIP and LTIP are awarded on the size of the Other Overmatch.

Other Overmatch (%)

| <u>Greater than<br/>or equal to</u> | and | <u>Less than</u> | earns | <u>Points</u> |
|-------------------------------------|-----|------------------|-------|---------------|
| —                                   | <   | 5%               |       | 0             |
| ≥ 5%                                | <   | 15%              |       | 1             |
| ≥ 15%                               | <   | 25%              |       | 2             |
| ≥ 25%                               | <   | 35%              |       | 3             |
| ≥ 35%                               | <   | 45%              |       | 4             |
| ≥ 45%                               |     | —                |       | 5             |

**SCIP LOAN REQUEST – (Weight: SCIP= 6; LTIP =0)**

**S3) What portion of the total SCIP assistance requested is in the form of a loan or loan assistance?**

The following points will be awarded as long as the SCIP loan requested is no less than \$50,000 OR the applicant requests 100% of their assistance in the form of a loan or loan assistance, whichever is less:

Loan Portion of Request

| <u>Greater than<br/>or equal to</u> | and | <u>Less than</u> | earns | <u>Points</u> |
|-------------------------------------|-----|------------------|-------|---------------|
| —                                   | <   | 10%              |       | 0             |
| ≥ 10%                               | <   | 25%              |       | 1             |
| ≥ 25%                               | <   | 60%              |       | 3             |
| ≥ 60%                               | <   | 100%             |       | 5             |

**APPLICANT'S ECONOMIC CONDITION** – (Weight: SCIP= 5; LTIP = 0) – ORC 164.06(B)(8)

**S4) What is the subdivision's per capita income?**

**(See staff look up table.)**

Agencies with fewer resources available to them earn more points than agencies with more resources. In practice, the community's per capita income is used as a surrogate for its financial health. Per capita income is taken from census data and cannot be directly affected by the applicant.

**USEFUL LIFE – (Weight: SCIP = 0; LTIP = 1)**

**S5) What is the project’s composite useful life?**

Use the Design Service Capacity & Useful Life Worksheet to determine the weighted useful life of the project. Staff will use the following table to score the useful life.

| Useful Life (Years)                 |            |                  |              |               |
|-------------------------------------|------------|------------------|--------------|---------------|
| <u>Greater than<br/>or equal to</u> | <u>and</u> | <u>Less than</u> | <u>earns</u> | <u>Points</u> |
| 7                                   | <          | 10               |              | 1             |
| 10                                  | <          | 20               |              | 2             |
| 20                                  | <          | 30               |              | 3             |
| 30                                  | <          | 40               |              | 4             |
| 40                                  |            | —                |              | 5             |

If the useful life of any component exceeds the typical useful life outlined in the worksheet instructions, please explain in the response below, and provide any Supportive Documentation if necessary.

**RESPONSE:**

**OLDER LAND-LOCKED SUBURBS (Weight: SCIP= 1; LTIP = 1)**

**S6) Is this project within an older land locked suburb and only repairing or replacing aging infrastructure?**

|     | <u>Points</u> |
|-----|---------------|
| Yes | 5             |
| No  | 0             |

To receive credit, the following conditions must be met:

1. The project is within the corporate boundary of an “older land locked suburb,” that is, a municipal corporation with a boundary that has been primarily fixed for at least 30 years and for which no substantial opportunity exists for further expansion. These municipalities are listed below:

|                   |                 |
|-------------------|-----------------|
| Bexley            | Riverlea        |
| Brice             | Valleyview      |
| Grandview Heights | Whitehall       |
| Marble Cliff      | Worthington     |
| Minerva Park      | Upper Arlington |

2. The costs of the proposed project are 100% for the repair or replacement of infrastructure as certified on the Design Service Capacity & Useful Life Certification.

**LAST ROUND FUNDED – (Weight: SCIP = 1; LTIP = 1)**

**S7) In what round did the applicant last receive any form of OPWC funding: SCIP; LTIP; or the Small Government Commission?**

Staff will use OPWC records to determine the last round in which the applicant received OPWC assistance and determine the number of years that have since elapsed.

| <b>Years Since Last OPWC Award</b> | <b>Points</b> |
|------------------------------------|---------------|
| 0 to 2                             | 0             |
| 3 to 4                             | 1             |
| 5 to 6                             | 3             |
| 7 or more                          | 5             |



**PERCENT NEW/EXPANSION – (Weight: SCIP= 2; LTIP =0) – ORC 164.06(B)(1)**

**S8) What percent of this project is new or expansion?**

Complete the Design Service Capacity & Useful Life Worksheet to determine the percentage of the project that is for new infrastructure or expansion of existing infrastructure.

| Expansion (%)                       |            |                  |              |               |
|-------------------------------------|------------|------------------|--------------|---------------|
| <u>Greater than<br/>or equal to</u> | <u>and</u> | <u>Less than</u> | <u>earns</u> | <u>Points</u> |
| —                                   | <          | 0%               |              | 5             |
| ≥ 0%                                | <          | 25%              |              | 4             |
| ≥ 25%                               | <          | 50%              |              | 3             |
| ≥ 50%                               | <          | 75%              |              | 2             |
| ≥ 75%                               | <          | 90%              |              | 1             |
| ≥ 90%                               |            | —                |              | 0             |

**PERCENT ROAD, BRIDGE, OR STORM DRAINAGE** – (Weight: SCIP= 2; LTIP = 0) – ORC  
164.06(B)(3)

**S9) What percent of this project is for road, bridge, or storm drainage infrastructure?**

Complete the Design Service Capacity & Useful Life Worksheet to determine the percentage and calculate the score.

\_\_\_\_\_ % × 5 = \_\_\_\_\_ points

The District 3 Committee emphasizes the use of SCIP funds for projects that do not have a direct relationship with a user fee collection. In the SCIP program, projects with higher proportions of road, bridge, or storm drainage components earn more points.

**CONSTRUCTION START – (Weight: SCIP=1; LTIP=1)**

**S10) Is the project award date on or before May 31, 2026, and does the applicant have fewer than two delinquent projects from earlier rounds?**

It is important that projects start construction within the program year. To encourage projects to meet this requirement, projects that are scheduled to award a construction contract by May 31 of the program year are eligible to receive points. The award date is the Bid Advertisement and Award End Date on the OPWC application form.

Local agencies are also encouraged to complete construction and close out projects with OPWC without undue delay, because any unused project funds will become available for current applications.

Projects that do not begin construction and close out in a timely fashion are considered delinquent. A project is delinquent when any of the following conditions are met:

- Projects awarded assistance in FY24 (Round 37) or earlier that have not started construction by June 30, 2024. Staff will contact applicants to obtain the construction status of their projects by June 30.
- Projects awarded assistance in FY21 (Round 34) or earlier that have not been closed out with OPWC by June 30, 2024. “Closed out” means final disbursement has been requested and the appropriate paperwork has been submitted to OPWC to close this project.

Projects awarded assistance in FY25 (this round) or earlier will be considered delinquent if they have not been awarded by June 30, 2026.

If the project award date is on or before May 31, 2026, then points will be awarded as follows:

| <b>Number of Delinquent Projects</b> | <b>Points</b> |
|--------------------------------------|---------------|
| 0                                    | 5             |
| 1                                    | 3             |
| 2 or more                            | 0             |

Applicants with delinquent projects will be notified by July 31, 2024.

**TOWNSHIP** – (Weight: **SCIP = 0**; **LTIP = 2**) – ORC 164.14(E)(8)

**S11) Is the applicant a township?**

|     | <u>Points</u> |
|-----|---------------|
| Yes | 5             |
| No  | 0             |

Because the District Committee has difficulty in reaching its statutory goal for providing a certain portion of the LTIP funding to townships, bonus points are awarded to township applicants under the LTIP program.

**PORTION OF OPWC FUNDS REQUESTED – (Weight: SCIP = 2; LTIP = 1) – ORC**  
 164.06(B)(5)

**S12) What is the total amount of OPWC assistance requested?**

Total **SCIP** Assistance Requested

| <u>Greater than<br/>or equal to</u> | and | <u>Less than</u> | earns | <u>Points</u> |
|-------------------------------------|-----|------------------|-------|---------------|
| —                                   | <   | \$1,000,000      |       | 5             |
| ≥ \$1,000,000                       | <   | \$2,000,000      |       | 3             |
| ≥ \$2,000,000                       | <   | \$5,000,000      |       | 1             |
| ≥ \$5,000,000                       | <   | —                |       | 0             |

Total **LTIP** Grant Requested

| <u>Greater than<br/>or equal to</u> | and | <u>Less than</u> | Earns | <u>Points</u> |
|-------------------------------------|-----|------------------|-------|---------------|
| —                                   | <   | \$1,000,000      |       | 5             |
| ≥ \$1,000,000                       | <   | \$3,500,000      |       | 3             |
| ≥ \$3,500,000                       | <   | —                |       | 0             |

## Staff Look-Up Table

| AGENCY            | TYPE     | SMALL (1) | ECOCOND (2) | MVLICFE (3) | TOWNSHIP |
|-------------------|----------|-----------|-------------|-------------|----------|
| Bexley            | City     |           | 2           | 1           | 0        |
| Canal Winchester  | City     |           | 3           | 1           | 0        |
| Columbus          | City     |           | 4           | 2           | 0        |
| Dublin            | City     |           | 2           | 0           | 0        |
| Gahanna           | City     |           | 3           | 1           | 0        |
| Grandview Heights | City     |           | 2           | 0           | 0        |
| Grove City        | City     |           | 3           | 1           | 0        |
| Groveport         | City     |           | 3           | 1           | 0        |
| Hilliard          | City     |           | 2           | 2           | 0        |
| New Albany        | City     |           | 1           | 1           | 0        |
| Obetz             | City     |           | 3           | 0           | 0        |
| Reynoldsburg      | City     |           | 3           | 1           | 0        |
| Upper Arlington   | City     |           | 2           | 1           | 0        |
| Westerville       | City     |           | 3           | 1           | 0        |
| Whitehall         | City     |           | 4           | 2           | 0        |
| Worthington       | City     |           | 2           | 2           | 0        |
| Blendon           | Township |           | 3           | 2           | 5        |
| Brown             | Township | Y         | 2           | 0           | 5        |
| Clinton           | Township | Y         | 4           | 1           | 5        |
| Franklin          | Township |           | 4           | 2           | 5        |
| Hamilton          | Township | Y         | 4           | 2           | 5        |
| Jackson           | Township | Y         | 3           | 1           | 5        |
| Jefferson         | Township |           | 2           | 2           | 5        |
| Madison           | Township |           | 3           | 2           | 5        |
| Mifflin           | Township | Y         | 3           | 2           | 5        |
| Norwich           | Township | Y         | 2           | 0           | 5        |
| Perry             | Township | Y         | 2           | 2           | 5        |
| Plain             | Township | Y         | 1           | 1           | 5        |
| Pleasant          | Township |           | 3           | 0           | 5        |
| Prairie           | Township |           | 3           | 1           | 5        |
| Sharon            | Township | Y         | 2           | 1           | 5        |
| Truro             | Township | Y         | 4           | 1           | 5        |
| Washington        | Township | Y         | 2           | 0           | 5        |
| Brice             | Village  | Y         | 4           | 0           | 0        |
| Harrisburg        | Village  | Y         | 4           | 0           | 0        |
| Lockbourne        | Village  | Y         | 4           | 2           | 0        |
| Marble Cliff      | Village  | Y         | 1           | 1           | 0        |
| Minerva Park      | Village  | Y         | 3           | 0           | 0        |
| Riverlea          | Village  | Y         | 2           | 1           | 0        |
| Urbancrest        | Village  | Y         | 5           | 1           | 0        |
| Valleyview        | Village  | Y         | 4           | 0           | 0        |
| Franklin County   | County   |           | 3           | 2           | 0        |
| Jefferson W/S     | District |           | 2           | 0           | 0        |

(1) SMALL - Any community with a 2020 population of 5,000 or less

(2) ECOCOND- based on 2020 per capita income

(3) MVLICFE - communities that have enacted one or two \$5 increments of the local motor license fee per Chapter 4504 of the Ohio Revised Code. Source: <https://www.bmv.ohio.gov/doc-fees.aspx>

## Instructions for Completing the Design Service Capacity & Useful Life Worksheet:

**Column a:** Check all the individual components of the infrastructure that are involved in your project. If there are additional components that are not listed, add them in the blank rows provided. Do not include right-of-way or any engineering.

**Column b:** Indicate the total cost for each infrastructure component. This should have already been accomplished as part of preparing the engineer's estimate of the project cost, which should have been divided into the major infrastructure components (see above). Total column b.

**Column c:** Indicate the percentage portion repair or replacement of existing infrastructure that does not substantially increase designed service capacity. Roadway appurtenances or features that contribute to improved safety such as sidewalks, lighting, turn lanes, and upgrades to traffic control will be considered repair/replacement when they are incidental to the project. (These incidental items should not exceed one-third of the total construction costs.) If the existing facility is not being abandoned or repaired, but a new facility is being built, it shall be considered as an expansion project.

**Column d:** Calculate the dollar-repair/replacement product by multiplying column b by column c and insert the total in column d.

**Column e:** Indicate the individual useful life for each component. If the useful life of any component exceeds the typical useful life outlined below, the applicant must provide Supportive Documentation in the application to verify.

| Infrastructure Component              | Typical Useful Life |
|---------------------------------------|---------------------|
| Bridge                                | 75 years            |
| Electrical traffic control & lighting | 12 years            |
| Full-depth road construction          | 25 years            |
| Less than full-depth replacement      | 15 years            |
| Multi-use path                        | 15 years            |
| Pump, lift station, equipment         | 15 years            |
| Sanitary sewer                        | 40 years            |
| Sidewalk                              | 25 years            |
| Storm sewer                           | 40 years            |
| Water line                            | 40 years            |

**Column f:** Calculate the dollar-useful life product for each component by multiplying column b by column e and insert the total in column f.

**At the bottom of the form:**

- g. Calculate the average repair/replacement portion of the project by dividing the total of column d by the total of column b.
- h. Calculate the average expansion portion of the project by subtracting the project average repair/replacement percent from 100%.

- i. Calculate the average useful life of the project by dividing the total of column f by the total of column b.
- j. Calculate the road/bridge/storm portion of the project by dividing the sum of the road/bridge/storm components by the total of column b.

The resulting values of **g.**, **h.**, **and i.** at the bottom of the worksheet must match the corresponding values on the OPWC application and must appear on the Professional Engineer's Certification form.



## Design Service Capacity & Useful Life Worksheet

This worksheet is available in Excel format on MORPC's website.  
All applications to the District 3 Public Works Integrating Committee must include this or a similar worksheet.

Applicant: \_\_\_\_\_ Project: \_\_\_\_\_

| (a)   | (b)               | (c)                                | (d)                            | (e)                    | (f)                    |
|---|-------------------|------------------------------------|--------------------------------|------------------------|------------------------|
| Major Component*                                | Cost<br>(\$1,000) | Portion<br>Repair / Replace<br>(%) | Repair /<br>Replace<br>Product | Useful Life<br>(Years) | Useful Life<br>Product |
| <b>Road/Bridge/Storm</b>                        |                   |                                    |                                |                        |                        |
| Bridge  |                   |                                    |                                | 75                     |                        |
| Full-depth road construction w/<br>drainage     |                   |                                    |                                | 25                     |                        |
| Full-depth road construction w/o<br>drainage    |                   |                                    |                                | 25                     |                        |
| Partial-depth road construction<br>w/ drainage  |                   |                                    |                                | 15                     |                        |
| Partial-depth road construction<br>w/o drainage |                   |                                    |                                | 15                     |                        |
| Storm Sewer                                     |                   |                                    |                                | 40                     |                        |
| Sidewalk  |                   |                                    |                                | 25                     |                        |
| Multi-Use Path                                  |                   |                                    |                                | 15                     |                        |
|   |                   |                                    |                                |                        |                        |
| <b>Non-Road/Bridge/Storm</b>                    |                   |                                    |                                |                        |                        |
| Sanitary Sewer                                  |                   |                                    |                                | 40                     |                        |
| Water Lines                                     |                   |                                    |                                | 40                     |                        |
| Pump, Lift Station                              |                   |                                    |                                | 15                     |                        |
|   |                   |                                    |                                |                        |                        |
|   |                   |                                    |                                |                        |                        |
| <b>Total</b>                                    |                   |                                    |                                |                        |                        |

\* Major Infrastructure Components should correspond to the subtotaled elements in the engineer's detailed estimate.

- (g) **Portion Repair/Replacement:**  $\Sigma (d) / \Sigma (b) =$  \_\_\_\_\_ %
- (h) **Portion New or Expansion:**  $100\% - \Sigma (d) / \Sigma (b) =$  \_\_\_\_\_ %
- (i) **Weighted Useful Life:**  $\Sigma (f) / \Sigma (b) =$  \_\_\_\_\_ years
- (j) **Portion Road/Bridge/Storm (RBS):**  $\Sigma (b \text{ for RBS}) / \Sigma (b) =$  \_\_\_\_\_ %

# Certification of Detailed Cost Estimate, Design Service Capacity & Useful Life

(Must be certified by a registered professional engineer)

Project: \_\_\_\_\_

## Detailed Cost Estimate

As required by Rule 164-1-16(A) of the Ohio Administrative Code, I hereby certify the prudence of the dollar amounts contained in Project Estimated Costs - Section 1.1 on the OPWC Application and as outlined on the Engineer's Detailed Cost Estimate.

## Design Service Capacity

In addition, as per 164-1-14(C), I attest that the costs entailed in this project are

\_\_\_\_\_ % for repair of existing infrastructure without substantially increasing design service capacity or replacement of existing infrastructure with infrastructure that has a design service capacity substantially equivalent to the design service capacity of the existing infrastructure and

\_\_\_\_\_ % for new infrastructure that adds to existing infrastructure or expansion that replaces existing infrastructure with infrastructure that has a design service capacity substantially greater than the design service capacity of the existing infrastructure,

regardless of the relative physical dimensions of the existing or replacement infrastructure or that uses a substantially different service technology than is used by the existing infrastructure.

## Useful Life

Further, as required by Rule 164-1-13(A) of the Ohio Administrative Code, I hereby state that this project will result in infrastructure with a **minimum useful life of \_\_\_\_\_ years** as determined in accordance with generally accepted engineering principles and practices within this state and taking into account both the specific climatic and other environmental conditions of the infrastructure's site as well as the infrastructure's full, anticipated design use loads.

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**Professional Engineer's Signature & Official Seal**  
**(Electronic versions are acceptable)**