

2023 TRPC RTIP Amendment Schedule

Requests are due to TRPC no later than the 2nd Friday of the month.

- **Administrative Modifications** are approved by TRPC staff. For most of the year, requests for an RTIP Administrative Modifications which are received by the 2nd Friday, and which are approved, will be submitted to WSDOT the same month they are received. They should be through the state approval process by the early part of the following month. October is the last month to request an administrative modification for the 2023 STIP year.
- **Formal RTIP Amendments** are approved by TRPC's Transportation Policy Board (TPB). For most of the year, requests for an RTIP formal amendment which are received by the 2nd Friday of the month, if approved, will be submitted to WSDOT the following month and should be through the state and federal approval process by the middle of the second month. For example, an amendment submitted to TRPC on April 8 should have received final approval by mid-June. September is the last month to request a formal amendment for the 2023 STIP year. Please see below bullets for further details on scheduling.
- The TPB generally does not meet in August and is therefore not able to approve Formal Amendments for that month. This means that after June 9, the next deadline to submit a Formal Amendment to TRPC is August 11. The July 14 deadline to submit to TRPC is for Administrative Modifications only, because they do not require TPB approval.
- October is the last month that TRPC can submit either Formal Amendments or Administrative Modifications to WSDOT for the 2023 STIP. This means that September 8 is the last time a Formal Amendment can be submitted to TRPC for the 2023 STIP. Likewise, October 13 is the last time an Administrative Modification can be submitted to TRPC for the 2023 STIP.

Criteria for Formal RTIP Amendments:

The below criteria apply to non-WSDOT projects only.

- Addition of a project not already included in the RTIP, including Appendices.
- A major change in federal funding that meets the following criteria:
 - 1) greater than or equal to \$100,000 and greater than or equal to 30% of total funds of all project phases programmed in the RTIP, or
 - 2) any amount greater than or equal to \$3 million.
- A major change in design concept or scope, including any project that would affect air quality conformity. For example, changing the number of through traffic lanes.

Administrative Modifications

Requests affecting WSDOT projects are handled as administrative modifications, unless reviewing staff determine a formal amendment is warranted. Amendments for non-WSDOT projects which do not meet the above criteria for Formal Amendments are handled as Administrative Modifications.

SUBMITTAL DUE DATES

Submit RTIP Amendments and Administrative Modifications to TRPC by the following dates:

- December 9, 2022
- January 13, 2023
- February 10, 2023
- March 10, 2023
- April 14, 2023
- May 12, 2023
- June 9, 2023
- July 14, 2023 (Administrative Modifications only)
- August 11, 2023
- September 8, 2023 (last month to request a Formal Amendment for 2023 STIP)
- October 13, 2023 (last month to request an Administrative Modification for 2023 STIP)