

## Cost Share Application Information



### KDOT Cost Share Application - Fall 2024

Providing financial assistance to local entities for construction projects that improve safety, leverage state funds to increase total transportation investment and help both rural and urban areas of the state improve the transportation system.

If you have any questions, please contact Michelle Needham at [michelle.d.needham@ks.gov](mailto:michelle.d.needham@ks.gov)

What county is the project located in?

Has your community ever been awarded a Cost Share Project?

- Yes
- No
- Unsure

If Yes, please state the Project title and round of Cost Share it was awarded.

**Primary Project Sponsor:**

Name of Organization:

Mailing Address:

Website (if available):

**Primary Contact Person:**

(should be an elected official, an employee or a representative of the primary project sponsor)

Name:

Title:

Mailing Address:

Direct Phone Number:

Email:

**Secondary Contact Person:**

(should be an elected official, an employee or a representative)

Name:

Title:

Address:

Phone:

Email:

**If you are not listed as the Primary Sponsor but would like a copy of the completed application, please choose yes.**

Yes

No

**Please provide your contact information:**

Name:

Title:

Organization:

Phone:

Email:

**Is there a Co-Sponsor for this project?**

- Yes
- No

**Co-sponsor:**

(If applicable)

Name of Organization:

Mailing Address:

Website (if available)

**Contact Person for Co-Sponsor**

Name:

Title:

Address:

Phone:

Email:

**Cost Share Project Information**

**Project Title:**

**Project scope and description-** describe the project's basic design features:

This information will be used as the official scope of the project so please use concise and clear language describing what this project will entail. All justifications for the need can be made in the Significance and need portion.

**Significance and need** - describe the project's regional significance, transportation needs, impacts to the state highway or local road systems, and why Cost Share Program funds are needed:

**Benefits of the project** - describe the nature of the transportation problem at this location and the benefits that would result from the project (i.e. safety improvements, economic impacts, multi-modal enhancements, retain or recruit business, promote job growth, etc.):

**Project Location / Address**- please be as specific as possible:

**Attach Location Map**

(if applicable)

**Attach a photo of your project**

(if applicable)

**Has a KDOT employee been involved in this project?**

- Yes
- No

**Please provide their contact information:**

Name:

Title:

Phone:

Email:

**Are there any other projects in the area that may require coordination?**

- Yes
- No
- Unsure

**If yes, please describe:**

**Have any Phases been completed for this project?**

- Yes
- No

**Please select all that apply:**

- Study (planning, traffic, safety, etc.)
- PE (Design)
- ROW (Right of Way)

Utilities

**Is a private business involved?**

- Yes
- No

**Business Name**

**Private Business Contact Information**

Name:

Title:

Phone:

Email:

**What other investments are the private company contributing to this project?**

**Upload other investment support materials here**

**Is the company a Railroad?**

- Yes
- No

**Railroad Contact Information**

Name:

Title:

Phone:

Email:

**Is ROW acquisition or new easement(s) required for the Project?**

- Yes
- No

**Do you have a letter of support from the property owner?**

- Yes
- No

**Upload Letter of support**

**Cost Share Program Financials**

**Project Cost Estimates**

**Note:**

The Cost Share Program is a Construction Reimbursement Grant. Only costs for construction are eligible and community matches are based off the amount of contribution to construction. A minimum 15% non-state cash match is required. Additional consideration will be given to project applications that commit more.

**Please ensure that all estimates are based on prices within the last six months to ensure accurate project amounts.**

**For the Fall 2024 round, there is a \$1,000,000 maximum request amount.**

	KDOT	Applicant	Other (if applicable)	Total Cost Estimate
Construction	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Please enter your Local Construction match percent**

(This is based off of the Construction Costs - other costs do **not** count towards the Community Match Percentage. For example, if the total construction cost of the project is \$1,000 and the community is asking for \$750 from KDOT and providing \$250, then the local match percentage would be 25% )

Enter Percentage % here

Local Construction Match Percent

**Please include the other costs associated with this project:**

(This information does **not** apply to the community match but helps KDOT gauge the status of the project)

	Applicant	Other (if applicable)	Total Cost Estimate
Preliminary Engineering / Design (PE)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Right of Way Acquisition (ROW)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Utility Adjustments (Utilities)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Construction Engineering / Inspection (CE)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Are any other KDOT funds involved with the Project?**

- Yes
- No

**KDOT Fund Information:**

Source:

Amount:

Conditions:

**Are there any State Funds involved with the Project?**

- Yes



No

**State Funds Information:**

Source:

Amount:

Conditions:

**Are there any Federal Funds involved with the Project?**

Yes

No

**Federal Funds Information:**

Source:

Amount:

Conditions:

**Are there other additional governmental investments involved in the project?**  
(utilities, tax incentives, other grants, etc.)

Yes

No

**Other investment narrative:**

**Cost Share Schedule**

**Estimated Project Schedule-** Provide the estimated project timeline from beginning to completion.

Please note that if this project is selected, reimbursements cannot be made for costs accrued prior to the finalized agreement and Notice to Proceed which takes 4 to 6 months from the date of award.

Please enter anticipated dates for all project milestones in the mm/dd/yyyy format.

	Milestones Date:
Consultant Selection	<input type="text"/>
Surveying	<input type="text"/>
Conceptual Design	<input type="text"/>
Field Check Complete	<input type="text"/>
Office Check Complete	<input type="text"/>
ROW/Utilities	<input type="text"/>
Final Design Submitted	<input type="text"/>
Bid Letting	<input type="text"/>
Begin Construction	<input type="text"/>
End Construction	<input type="text"/>

Is this an active project?

- Yes
- No

Please describe the extent of work in progress or completed:

Supporting Documents

**Upload a supporting document here:**

(Please condense everything into one pdf file)

**Upload a file with Letters of Support here:**

(Please condense everything into one pdf file)

\*Letters cannot be older than one year\*

**Statement of Intent/ Signature**

**IMPORTANT - This is the last step. Once you click the submit button, you will submit the application.**

**Statement of Intent**

**Note:** The authorized person for the application must read, agree and sign the statement below for this to be considered an official application

As the Project Sponsor, or as an authorized representative of the Project Sponsor, I hereby submit this Application to the KDOT Cost Share Program. I represent that the information and financial data contained herein and attached hereto are true and correct to the best of my knowledge. I understand that the following conditions apply to this Application:

- Additional information may be requested;
- I authorize the Kansas Department of Transportation to independently verify any information contained in this Application; and
- Acceptance and consideration of this Application does not constitute commitment for financial assistance by the State of Kansas.

I assure that this project will be constructed in accordance with the KDOT Cost Share Program application and agreement and all applicable Kansas laws. I assure that all work performed, and all material furnished for the project shall be in reasonable conformity with the plans, specifications, and any authorized revisions thereto, which have been approved

by the designer of the approved projects. If the project is approved, I will provide written assurance that:

- 1.The project will be designed by a licensed professional engineer.
- 2.All revisions and/or deviations from the plans and specifications will be approved by the project’s designer.
- 3.The project will be inspected by a certified inspector when the project is open to unrestricted traffic/access and at the time of final acceptance.

×

# SIGN HERE

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clear

Printed Name:

Title:

Date:

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SAMPLE APPLICATION