

## ***5.) Amendment / Modification Procedures***

### ***Regional Summary***

The Central Massachusetts Metropolitan Planning Organization (CMMPO) by virtue of its endorsement of the FY 2015 - FY 2018 Transportation Improvement Program (TIP) agrees to the following definitions/examples regarding *Amendments* and *Modifications* to the TIP:

An *Amendment* is called for when there is a significant change to the TIP. It will require formal action by the CMMPO. Examples of significant changes would include additions or deletions of projects, movement of highway projects from Year 3 (FY '17 and beyond) to Year 1 (FY '15) and other actions (such as significant cost or scope changes) deemed to necessitate formal action.

A *Modification* is called for when lesser actions affecting the TIP may be accommodated through an administrative procedure of the CMMPO. A modification to the TIP may include movement of a project from Year 2 (FY '16) to Year 1 (FY '15), movement from one funding category to another and the movement of FTA Year 3 (FY '17) projects to Year 1 (FY '15). The underlying purpose of this mechanism is to provide a degree of flexibility in programming projects in the CMMPO Endorsed TIP.

Further, a recommendation will be obtained as needed from the CMMPO Advisory Committee concerning whether an Amendment or Modification procedure is appropriate.

### ***FHWA Guidance on TIP/STIP Amendment and Modification Procedures***

The projects in the first year of an approved STIP shall constitute an “agreed to” list of projects for subsequent scheduling and implementation. For a project to receive federal funds, it must be programmed in the current fiscal year of the current FHWA/FTA approved STIP. FHWA will only authorize projects and FTA will only approve grants for projects that are programmed in the current fiscal year of the current FHWA/FTA approved STIP.

If an implementing agency wishes to proceed with a project not included in the current fiscal year of the current FHWA/FTA approved STIP, a STIP amendment or administrative modification must be made. Due to the fact that the Massachusetts STIP is an aggregation of 13 regional TIPs, a TIP(s) will have to be amended or administratively modified in order to amend or adjust the STIP. The minimum thresholds and corresponding required actions of a TIP amendment and modification are outlined below. The state and CMMPO may set stricter thresholds or require additional actions. A TIP/STIP may be amended or modified at any time (as long as air quality conformity is maintained).