



Intermodal Transportation

Janice K. Brewer, Governor  
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July 15, 2014

Mr. Bahram Dariush  
Manager, Local Public Agency Section  
Arizona Department of Transportation  
1615 W. Jackson Street  
Phoenix, Arizona 85007

Subject: Local Highway Safety Improvement Program (HSIP) Application Eligibility Submittal Deadlines

Dear Mr. Dariush:

The purpose of this letter is to reaffirm the dates that have been established in the past for the Local Public Agency Section (LPAS) to submit HSIP applications to the Traffic Safety Section (TSS) in order for them to be processed to meet the deadlines established by your Section for obligation of HSIP funding by LPAs in the State Fiscal Year (SFY).

For SFY 16 and beyond, as previously established, all local HSIP applications need to be received by this office no later than May 1<sup>st</sup> of the applicable year, for example for SFY16 the deadline for applications to ADOT May 1<sup>st</sup> 2015. TSS will take the necessary actions to review and approve or seek the necessary concurrences or approvals from FHWA and return the applications to your Section by August 1<sup>st</sup> of the applicable year. For those applications needing revisions or additional information, TSS will work with the appropriate local public agency to obtain the necessary information for processing. The above deadline is contingent upon TSS receiving a timely concurrence from the ADOT Urban Project Management Section (UPM), Statewide Project Management Group (SPMG), or Traffic Design Section (TDS).

For SFY 15 ONLY, an exception to the May 1<sup>st</sup> deadline will be granted and TSS will accept applications up to September 15, 2014. Every effort will be made to process those applications prior to October 31, 2014.

Sincerely,

Mona Aglan-Swick, P.E.  
Manager, Highway Safety Improvement Program  
Traffic Safety Section  
Arizona Department of Transportation

- Enclosures:
1. Local Highway Safety Improvement Program (HSIP) Eligibility Process Flowchart (SFY15 Only)
  2. Local Highway Safety Improvement Program (HSIP) Eligibility Process Flowchart (SFY16 and Beyond)
  3. Revised HSIP Application (.xls format)