Local Public Agency Certification

Purpose of Certification

• To ensure a sub-recipient agency has a fundamental understanding of the requirements in executing state and Federal Highway Administration rules:
  – Rules and regulations are strictly adhered to.
  – July 2011 – Office of Inspector General (OIG) audit
Requirement for Certification

- The Local Public Agency (LPA) must have a certified staff member before the application will be considered for funding.
  - Responsible Charge (23 CFR 635.105)
  - Must be a full-time employee of the Sponsor
- Began with FY 2012 funds.
- A certified staff member is defined as one that has taken and passed the certification course and has the ability to advise on the execution of the project.

Programs

- **Certification is relevant to projects that LPA is administering**
  - Typical examples:
    - Transportation Alternatives Program
      - Transportation Enhancement Activities
      - Safe Routes to School
      - Recreational Trails
    - Congestion Mitigation & Air Quality
    - High Risk Rural Road Program (HRRR)
    - Transit Construction Projects
  - Occasional examples:
    - Bridge Replacement Off System
    - State Transportation Program – Urban
    - Industrial Road Program (IRP) – State Funded
    - Commission Road Improvement Program (CRIP)
Preliminary Engineering Reminder

• Up to 10% of the allocated funding could be used for preliminary engineering.
• Some off-roadway projects expect preliminary engineering to be done before application.

Certification

• WYDOT’s Local Government Coordinator will determine the need for recertification.
• Normal certification period is three years:
  – If no significant deficiencies are found, the certification may be extended by three additional years based on a letter submitted to WYDOT
  – Recertification may be required if serious deficiencies are found.
  – Only one extension will be granted.
• Certification tracked by T2/LTAP
References

- Primary:
  - uscode.house.gov
    - Title 23 Highways
    - Title 49 Transportation
  - www.ecfr.gov
    - 23 CFR Highways
    - 49 CFR Transportation
    - 2 CFR Part 200 Uniform Administrative Requirements
- Good Reference:
  - County Road Fund Manual
  - Federal Aid Essentials:
  - Project Agreement

Celebration of Knowledge

- End of the day;
- Open-book, open-notes;
- Demonstrate basic understanding:
  - 70% Correct to complete celebration;
  - Multiple choice and true/false.
- Ask questions and celebrate again;
- Come hang out with us for another LPA class.
Introductions

Name
Representing
Experience with federally funded projects