**CMAQ/TAP Schedule Change Request Form**

**Project Identification**

|  |  |  |  |
| --- | --- | --- | --- |
| TIP ID |  | Sponsor |  |
| Project Location Description | |  | |

**Currently Programmed Schedule**

|  |  |
| --- | --- |
| **Phase** | **Programmed FFY** |
| ENG1 |  |
| ENG2 |  |
| ROW |  |
| CONST |  |

|  |  |
| --- | --- |
| **Phase** | **Programmed FFY** |
| ENG |  |
| IMP |  |

**Requested Schedule**

|  |  |  |
| --- | --- | --- |
| **Phase** | **Starting FFY** | **Actual or Anticipated Authorization Date** |
| ENG1 |  |  |
| ENG2 |  |  |
| ROW |  |  |
| CONST |  |  |

|  |  |  |
| --- | --- | --- |
| **Phase** | **Starting FFY** | **Actual or Anticipated Authorization Date** |
| ENG |  |  |
| IMP |  |  |

**Reason for Request**

Check here if the reason is a scope change  and complete a [Scope Change Request](http://www.cmap.illinois.gov/documents/10180/38326/CMAQ+Scope+Change+Request+Form+%285-1-13%29.docx/9a2e7cbe-4c0b-4918-8405-eda69e863bc7) form.

|  |
| --- |
|  |

**Additional Comments**

|  |
| --- |
|  |

**Project Identification**

Please provide the project identification exactly as it appears in the CMAQ or TAP programs. The current Program Summary Report can be found on the CMAQ Program Management and Resources page of the CMAP website (<http://www.cmap.illinois.gov/mobility/strategic-investment/cmaq/program-management-resources>).

**Currently Programmed Schedule**

Please provide the currently programmed federal fiscal year (FFY) for every phase (use the appropriate phases for your project), including completed phases. The FFY begins on October 1 and ends September 30 of each year. Enter N/A for ROW if no ROW is required for the project.

**Requested Schedule**

Please provide the requested starting federal fiscal year (FFY) for every phase (use the appropriate phases for your project), including completed phases, and the actual or anticipated date of federal authorization (or letting date for the Construction phase). For phases that are not federally funded, indicate the date that contracts will be executed or in-house work will begin. The FFY begins on October 1 and ends September 30 of each year. Enter N/A for ROW if no ROW is required for the project.

Note: If the requested schedule change moves a phase(s) into any year earlier than the year it was initially programmed in, the phase’s sunset year will be changed to a corresponding earlier year. For example, if funds that were initially programmed in FFY15, with a sunset of FFY17 are reprogrammed in FFY14, the sunset will be changed to FFY16. Schedule change requests to move a phase(s) to a later year will not, however, result in the sunset year moving back as well. For example, if funds that were initially programmed in FFY15, with a sunset of FFY17 are reprogrammed in FFY16, the sunset will be remain FFY17.

**Reason for Request**

Briefly describe the reason for the schedule change (this information will be used to develop the PSC agenda).

**Additional Comments**

Provide any additional information that may assist CMAP staff and the PSC with consideration of this request. Use this space to explain any entries above that were left blank, or to clarify any of your above responses.

**For the submittal procedures that apply to this form, see the** [**Change Request Procedures**](http://www.cmap.illinois.gov/documents/10180/38326/CMAQ+Scope+and+Cost+Change+Request+Procedures+%285-1-13%29.pdf/039fbfbd-1268-4896-ac2b-9214c84d02de) **document.**

**Submit this completed form to your Planning Liaison (PL) for review and submittal to CMAP. For sponsors noted as exceptions to PL review in the procedures above, please submit to the project contact for transmittal to CMAP.**

**Requests should be submitted according to the schedule outlined on the current calendar of** [**Transportation Meetings and Deadlines**](http://www.cmap.illinois.gov/documents/10180/124134/MTS+2016v2.pdf/8723a2da-ff17-4097-97d9-8054ffcd6fc2)**. Requests received after the CMAQ Revision Request deadline for a particular PSC meeting will not be considered until the next scheduled meeting.**