

# 2024 TIP Project Solicitation

## A Guide to Preparing for the Application & How to Get Started

### Before You Apply

1. No Studies application for this round of our project call. Only Infrastructure applications will be accepted.
  - Review the [Infrastructure Application Guidance \(Updated Winter 2024\)](#)
2. In general, this application should be completed by sponsors who are seeking a total federal funding award amount of \$2 million or higher for projects which are proposed to get underway within the FY 2025- FY 2028 TIP timeframe.
3. **IMPORTANT:** Any project application that has a nexus to the state route system must email GDOT at [ARCTIPSolicitation@dot.ga.gov](mailto:ARCTIPSolicitation@dot.ga.gov) to request a Letter of Concurrence. Applications will not be accepted without this GDOT letter. It is strongly recommended that this process start as soon as possible so that it is ready with your application submittal.
  - To be evaluated, requests to GDOT for such concurrence letters must be accompanied by a project map, a purpose & need statement and a proposed programming table which illustrates the proposed schedule and costs associated with the project. ARC is assisting applicants with their requests to GDOT by providing [this form](#) to be completed and sent to [ARCTIPSolicitation@dot.ga.gov](mailto:ARCTIPSolicitation@dot.ga.gov) along with all necessary attachments.
4. Only LAP-certified local governments may apply for TIP funding. CID applicants wishing to submit an Infrastructure application must work with their LAP-certified local government to request that they apply on the CID's behalf.
5. In an effort to assist each local government's Planning/Transportation Department and/or CID, a [Local Government Checklist](#) was developed to highlight the approval process(es), potential actions concerning pending grants, and helpful insights regarding flexing projects with a transit nexus. The Local Government Checklist should be used as a tool to ensure the submitter has completed required actions, obtained supporting documentation, and to assist anyone unfamiliar with the procedures accomplished prior to application submittal and executing an agreement with the ARC.
6. All local governments that submit an application must ensure that their LAP certification is up to date or pending approval. For more information on local government compliance verification, please visit:
  - [GDOT LAP Certification Information](#)
  - [Georgia "Qualified Local Government" \(QLG\) Status Information](#)

7. Review the [ARC TIP Project Evaluation Framework](#), or “TIP Cookbook” (Updated Winter 2024)
8. Review the [blank application](#) provided for review only (only online submissions accepted) and start collecting the required data and letters of support.
9. Ready to apply? Please review steps on how to start your application in this [Guide to Preparing for the Application & How to Get Started](#).

## Getting Started

- **Step 1:** Review the steps in the 2024 TIP Project Solicitation Guide “Before You Apply”
- **Step 2:** Register to use the online application system. Only one applicant per sponsor, please. **If you have not been contacted by a member of the ARC TIP Solicitation Team with your log-in credentials, please email us at: [tipsolicitation@atlantaregional.org](mailto:tipsolicitation@atlantaregional.org).**
  - All applicants and their consultants must register prior to accessing the online application. Consultants working for an applicant must register for an account set up and be approved by the applicant. Once you register, your account will be ready within 2 business days. Please note, federal procurement regulations prohibit any consultant firm that completes an application on behalf of a local government sponsor from bidding on the project should it be awarded. We highly encourage local governments to complete their own applications if they plan to apply for federal preliminary engineering (PE) funds.
- **Step 3:** Generate maps.
  - Project GIS Data can be shared with ARC using:
    - ARC mapping page - If using the ARC mapping page, please click the link below for project submissions:  
<https://garc.maps.arcgis.com/apps/webappviewer/index.html?id=73d336e89fa6431fb63e8f417dac044b>
    - Direct upload – upload a geodatabase file (.zip format) directly into the application
    - Existing TIP project – GIS data has been previously provided and has not changed.
  - For more information on [how to use the TIP Solicitation Mapping Portal](#).
- **Step 4:** Log in to the online application system (Formsite) to complete and submit. **Please note applications can be edited after submission and before the deadline. Simply log in to Formsite and edit the application.**

Have additional questions?

Please refer to the [Frequently Asked Questions \(FAQs\)](#) or email us at:  
[tipsolicitation@atlantaregional.org](mailto:tipsolicitation@atlantaregional.org)