

17 Funding Authorization & Monitoring

17.1 General

The requesting and monitoring of project Right of Way funding authorizations is regulated by the official Code of Federal Regulations [23 CFR 710.203](#).

17.2 Purpose

To ensure availability of funds for the cost of Right of Way acquisition activities including cost to acquire real property, incidental expenses, appraisals, title work, legal settlements, court awards, and similar Right of Way related work.

17.3 Policy

Projects eligible for the current Fiscal Year funding are identified and listed in a current Construction Work Program and the Statewide Improvement Transportation Program. In addition to being approved in the Statewide Improvement Transportation Program, project qualification for funding authorization are dependent on, approved plans, an environmental clearance document within six months of request, and a completed detailed cost estimate, within one year of request. The entire amount of the detailed cost estimate should be included in the current Statewide Improvement Transportation Program prior to the authorization request.

17.4 Procedures

New project plans are submitted to the plans review office for evaluation and approval. Upon receipt, the funding and certification office is notified of preliminary data of the project. A project assignment panel determines the acquisition manager and attorney for the project; and requests a detailed cost estimate due within thirty business days. The project is researched to validate a current and approved National Environmental Policy Act document that describes the federal action or project. Dependent on the met criterion of plan approval, updated environmental clearance document within 6 months of funding request, completed detailed cost estimate and the detailed estimate amount shown in the STIP, a funding request is submitted using the Project Funds Allotment System (1625). The request is reviewed and approved by the Office of Financial Management, Chief Engineer, Treasurer, Commissioner, and Engineering Services and the Federal Highway Administration for Federal-aid projects. Notification of approval is forwarded to the acquisition manager, appraisal review, Right of Way Accounting, Relocation and Project Manager. Upon receipt of the funding authorization, acquisition personnel may then proceed with negotiations and offers. This office also manages requests related to additional project funding requirements, allotment issues, charges applied to the Right of Way account and the Project Certification process outlined in Chapter 5.