

Michigan Department of Transportation
Amendments and Administrative Guidelines for Updating State Projects on the STIP
(Non-MPO)

Amendments:

- Project(s) or project phase(s) additions that are not eligible for a GPA.
- Project(s) or project phase(s) deletions from the FHWA approved STIP project list.
- Total project phase cost increases greater than or equal to 25% of the amount shown on the FHWA approved STIP project list.
- Project funding changes (changing from a state source to a federal-aid source).
- Scope changes, including the following:
 - Route change;
 - Significant change to location along route (changes of ½ mile or more); or
 - Significant change to type of work (if the Primary Work Type field change, then it is significant).

Administrative Changes –

- Total project phase cost increases less than 25% of the amount shown on the FHWA approved STIP project list.
- Any project phase cost decrease.
- Funding source changes other than changing a state source to a federal-aid source, such as:
 - Project changes from one type of federal-aid funds to another type of federal-aid funds.
 - Project changes from federal-aid to state funds.
- Scope changes:
 - Minor changes to the location along the same route.
 - Minor changes to the type of work (if the Primary Work Type field would remain the same, then it is an administrative change).
- Requests to move a project that is listed in the STIP from one FY to another.
- Technical corrections. (Technical corrections are used to correct various typos, misspellings, and various other data entry errors. These types of technical corrections will be processed as administrative changes).

Administrative changes are minor in nature and can be approved quickly when necessary and as needed. Administrative changes do not require a public involvement period. Administrative changes would be made in the E-File by Statewide Planning Section staff. The updated E-File would then be sent to FHWA with a note about the administrative change(s) so that FHWA would have the most recent information with the most recent E-File.