

TIP Amendment Process

MAX GIERMAN – MDOT STATEWIDE PLANNING
SECTION

Transportation Improvement Program (TIP)

The TIP is a 4-year document that outlines transportation projects within an MPO that are federally funded or Regionally Significant

The TIP is collaboratively developed by local road agencies, transit agencies, and MDOT and is approved by Policy Committee.

Throughout the life of the TIP, changes to transportation projects may be needed.

The TIP can be amended to include these changes through the TIP amendment process.

Categories of project changes

Federal TIP Amendment

- Major change to the cost, scope, schedule, project additions/deletions.
- Requires public involvement.
- Requires Policy Committee approval

Federal Administrative Modification

- Minor change to the cost, scope, schedule.
- Does not require public involvement.
- Approved by MPO staff

Optional MPO Actions

MPO Adjustment

- Each MPO has the discretion to take project changes through committee approval that are categorized as an Administrative Modification.
- MPO Policy Committee should create their own rules/definition for project changes that are not federal amendments that they wish to see go through the committees for approval.

Regionally Significant Projects

- These are projects determined by the MPO to have a significant impact on transportation in the region and require public involvement including listing in the MPO TIP prior to authorization to proceed. Typically, these are MDOT projects funded with State of Michigan funding (no federal funds).
- Once a project is deemed Regionally significant it is included in the TIP as a line item and follows Federal Amendment and Modification rules.

Actions that require a TIP Amendment

Item #	Action	Federal Amendment
1	Adding a new Job phase as a S/TIP line item.	Yes
2	Increase or Decrease in construction length of 0.5 miles for S/TIP line item.	Yes
3	Change in Major Work Type Sub-Category for Trunkline and Local Jobs that are S/TIP line items. Change (adding/removing) of Scope Code (not always with change in budget) for MM transit projects.	Yes
4	Increase or Decrease in budget of 25% or more for S/TIP line item. Applies to Total Phase participating Budget.	Yes
5	Roundabout/Road Diet tag added.	Yes
6	Change in Job phase Fiscal Year (based on Phase Scheduled Obligation Date) if the change in Fiscal Year is outside of the current S/TIP cycle for a S/TIP line item.	Yes

Item #	Action	Federal Amendment
7	Suspending/Abandoning a Job phase for S/TIP line item.	Yes
8	Delay amendment – moving from one S/TIP cycle to a later one	Yes
9	The Job phase budget changes from being 100% State to having a Federal amount for S/TIP line items.	Yes
10	The Job phase budget changes from having Federal amount to 100% State or State/Local for S/TIP line items.	Yes
11	Increase or Decrease of 25% over Federal Approved GPA Threshold (applies to Total Budget). Note: This amendment will be approved by the GPA Threshold Sys. Admin.	Yes
12	Regionally significant – State funded project can be made regionally significant, TIP implications.	Yes

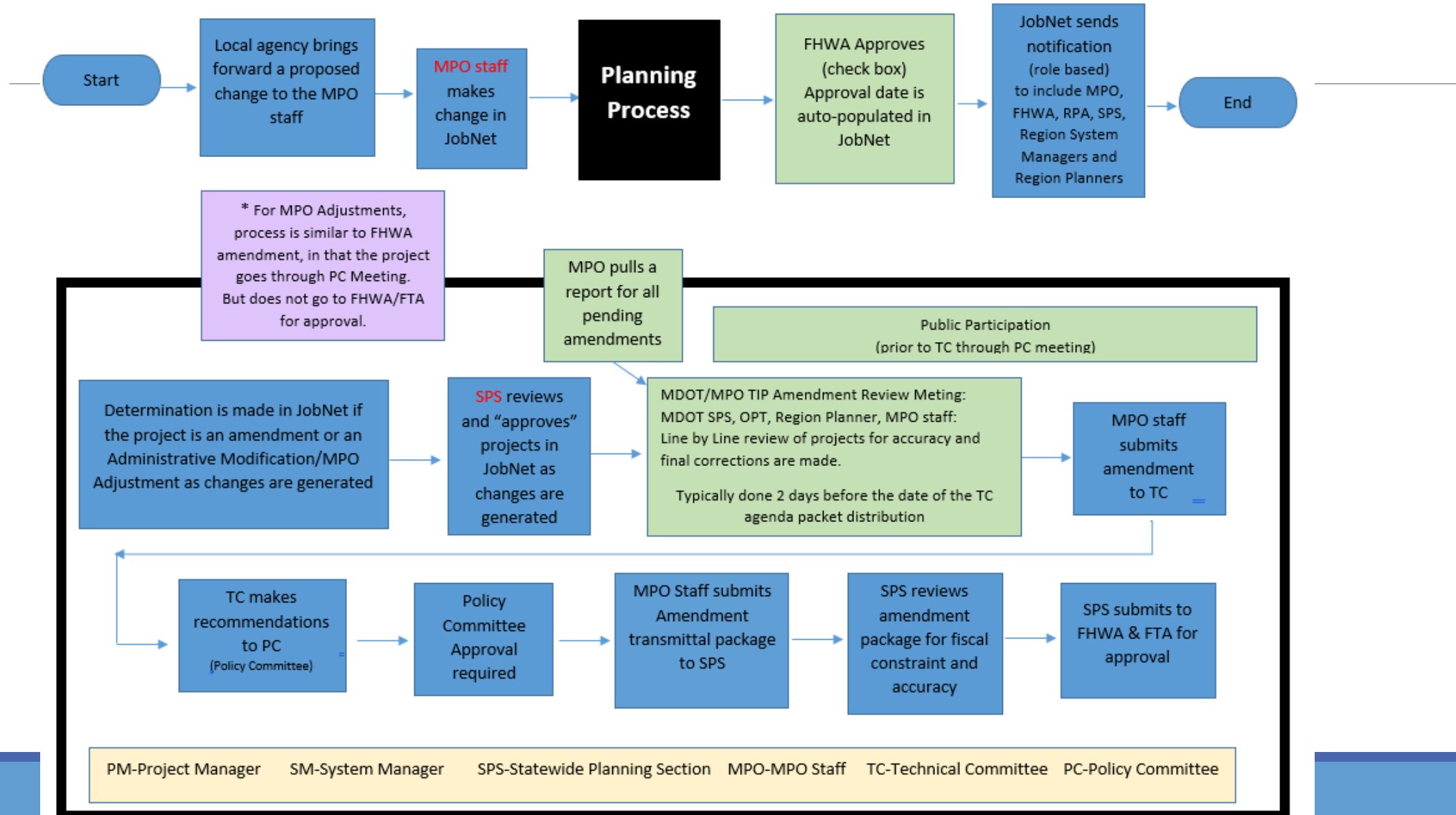
Actions that constitute an Administrative Modification

Item #	Action	Federal Amendment
1	Add a new Job phase to a GPA category.	No
2	Job phase is moved from one GPA to another GPA (when there are no issues with GPA Threshold)	No
3	Change in Job phase FY (based on Phase Scheduled Obligation Date) if the change in FY is within the current S/TIP cycle. Note: Both years need to be fiscally constrained	No
4	Adding Non-Participating funds	No
5	If nothing else changes on the Job phase/Job and the only change is moving from GPA to S/TIP line item	No
6	Change in Job Major County (for S/TIP line item or Job phase within GPA).	No
7	Change in Responsible Jurisdiction fields of Agency Type or Agency Name for the S/TIP line item or Job phase within GPA.	No
8	Changes to Major Route or Major Route (Report) for the S/TIP line item or Job phase within GPA.	No

Item #	Action	Federal Amendment
9	Changes to Location (Detailed) or Location (Report) fields for the S/TIP line item or Job phase within GPA.	No
10	Any change in construction length that is less than 0.5 miles for a S/TIP line item.	No
11	If a Job phase has Advance Construct (AC) funding, if AC funding is removed, or if ACC fields are updated for S/TIP line item or Job phase within GPA	No
12	Any changes to estimated federal or state or local amount (for S/TIP line item or Job phase within GPA).	No
13	Any changes to Major or Minor Fin Sys for the S/TIP line item or Job phase within GPA.	No
14	Change in work type (within the same sub-category).	No
15	Any changes to Phase Budget less than 25% for the S/TIP line item or Job phase within GPA	No
16	Any changes to the Work Description (Report) for the S/TIP line item or Job phase within GPA.	No

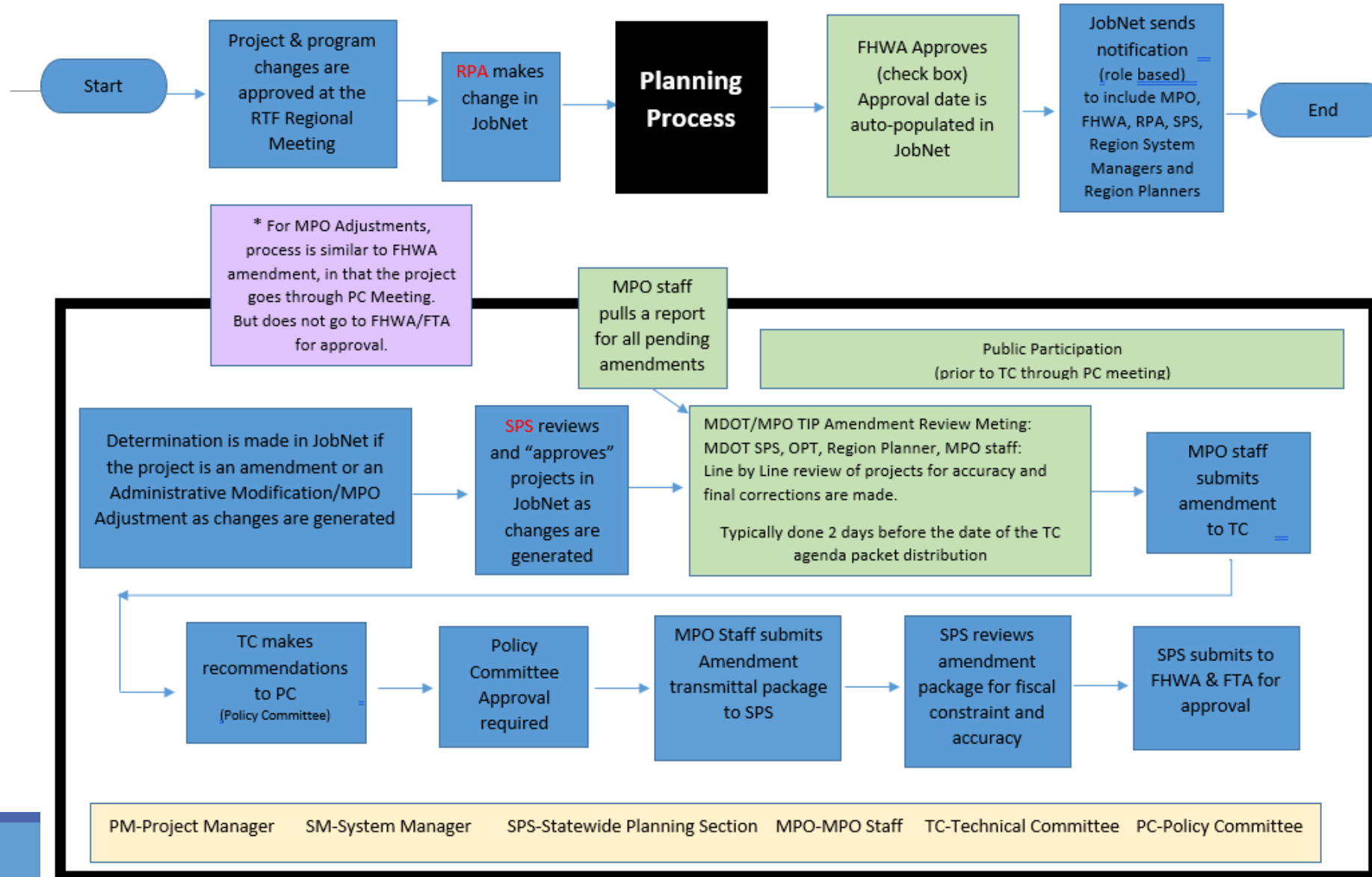
Local Project Amendment

(within MPO boundary)



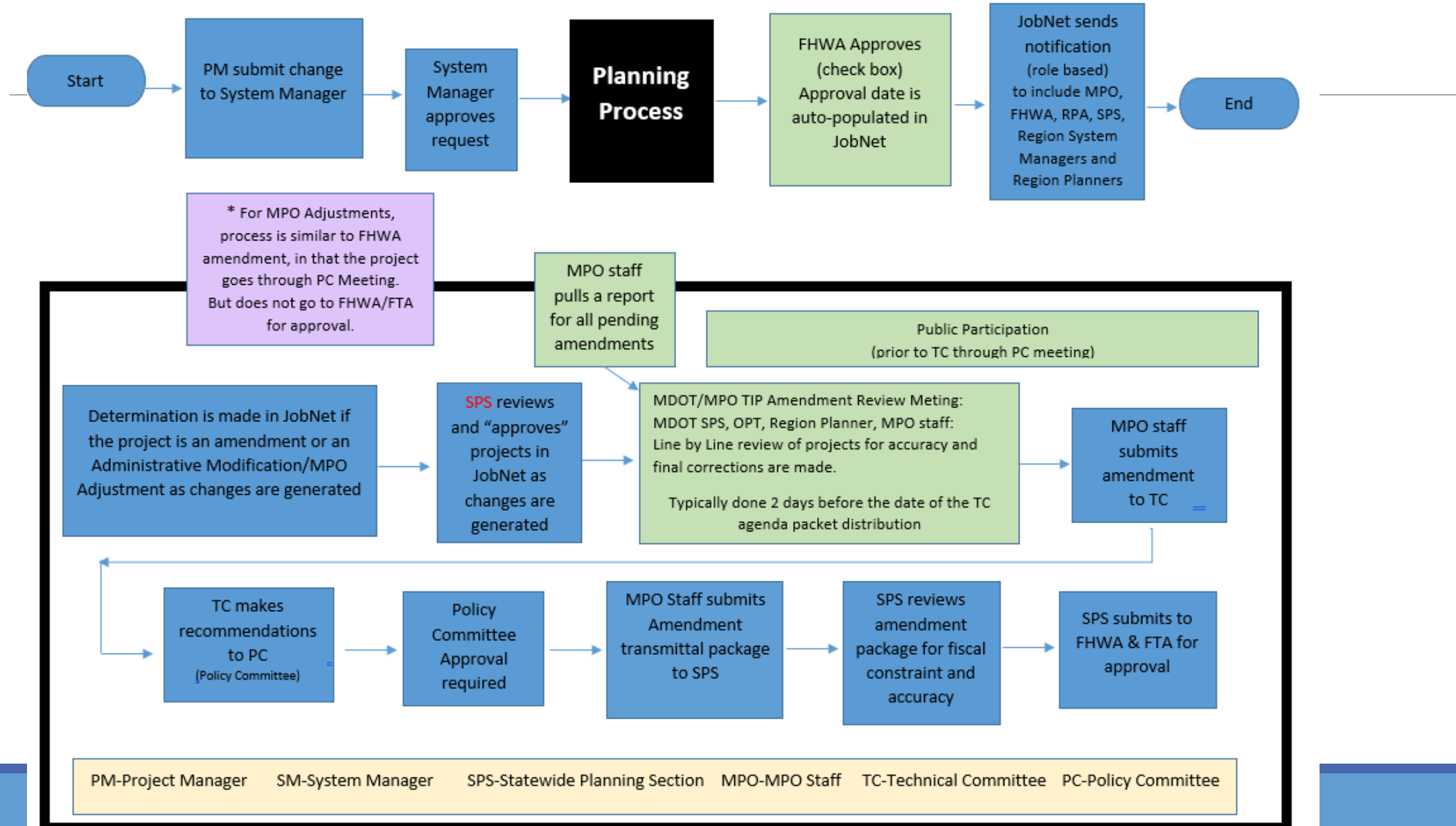
Local RTF Project Amendment

(within MPO boundary)



Trunkline Project Amendment

(within MPO boundary)



TTCI TIP Amendment Timeline

Change Request (Final Date)	MDOT/MPO TIP Amendment Review Meeting	Technical Advisory Committee (TAC)	Policy Committee (PC) Meeting (Local Approval)	MPO submits Transmittal package (approximately 1 week after Policy meeting)	MDOT/Federal Approval (approximately 2 weeks after transmittal package is submitted to SPS)
9/25/2025	9/25/2025	10/2/2025	10/15/2025	10/22/2025	11/5/2025

Change Request (Final Date) – Final opportunity for Change Requests to be submitted to be included in October TIP amendment.

TIP Amendment Review Meeting – Meeting to discuss current “pending” change requests.

Technical Advisory Committee (TAC) – Makes recommendation to Policy Committee on current “pending” change requests.

Policy Committee (PC) – Local Approval of current “pending” change requests.

MPO submits transmittal package – MPO creates TIP amendment package with approved (PC) projects. MPO then submits TIP amendment package to MDOT.

MDOT/Federal Approval – MDOT reviews and approves TIP amendment. FHWA/FTA then review TIP amendment for final approval.

TIP Amendment process links

Local Job User Guide: Attached in email.

TTCI Public Participation Plan: [download.php](#)

Contact Information

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