# General information required for each proposed amendment:

1. Name of submitting project sponsor.
2. Contact person(s), phone number(s) and e-mail address.
3. Description of proposed amendment, including start and end points. Attach map identifying location and, if possible, spatial data files.
	* For CDOT/HPTE amendments with a tolling component, complete [Attachment 1](https://drcog.org/sites/drcog/files/resources/HPTE%20Additional%20Information%20Required%20for%20RTP%20Amendments.pdf).
	* For private toll company sponsors of amendments, complete [Attachment 2](https://drcog.org/sites/drcog/files/resources/Toll%20Highway%20Company%20requirements-Board%20Adopted%20Jan%2021%202009.pdf).
4. Benefits to be realized from the proposed amendment.
5. Explanation of why the amendment must be made now (anticipated adoption in mid-2015).
6. Effects on other existing or in-progress (Metro Vision 2040) DRCOG plans.

# Additional required information for amendments to projects in the 2040 Fiscally Constrained Regional Transportation Plan:

**A) For New RTP Projects**

1. Estimated project cost (in FY 2015 $) and year of completion.
2. Sources of funding for the project (attach documentation committing to or confirming the availability of the funding).
3. Identify other entities (e.g., CDOT, RTD, adjacent/affected jurisdiction) that are directly impacted and attach endorsement or concurrence documents from them.
4. Include a response to the following questions regarding how your proposed RTP project will address these specific DRCOG Metro Vision topics:
5. Will the project directly serve one or more of DRCOG’s Designated Urban Centers? If so, define the specific urban center(s) and describe how the project will serve them.
6. Will the project construct transit, pedestrian, or bicycling infrastructure? If so, describe.
7. Will the project encourage a greater share of trips to be made by modes other than single occupancy vehicles? If so, how?
8. For interchanges with a CDOT state highway, documentation of appropriate “1601” interchange approval from the State Transportation Commission must be provided in February 2016.

**B) For Changes to an Existing RTP Project**

1. Which of the following project components is changing? *(check all that apply)*:
	1. Scope\_\_\_\_
	2. Cost and funding\_\_\_\_
	3. Year of completion\_\_\_\_
	4. Remove the project from the 2040 RTP\_\_\_\_
2. Please specifically describe the proposed project change(s) and provide supporting documentation. Remember: specific funding sources to cover increased costs must be identified.

Following the receipt of amendment requests, DRCOG staff will contact sponsors to discuss any further required project details related to the transit or roadway network of the travel demand model. These may include such specific items as posted speed, number of lanes, access points/connections/ramps/toll rates/restrictions/type of separations and transit routes using HOV/HOT facilities.

Note: *Only the Regional Transportation District can submit amendments to FasTracks rapid transit projects.*

Please contact DRCOG staff with questions and to discuss your proposed amendment:

Jacob Riger, Long Range Transportation Planning Coordinator

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