

## Step-by-Step Guide to Town Road Improvement Discretionary (TRID) and Supplemental (LRIP-S) Portions of Pilot Program

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1. Wisconsin Towns Association (WTA) County Unit Chairs will facilitate election of the County Town Road Improvement Committee (CTRIC) at either a regularly scheduled County Unit Meeting or a special meeting of the town chairpersons.

Timeframe: July 19, 2023 - October 31, 2023

- A. WTA facilitators will provide project scoping services for either a TRID or LRIP-S application to 80 towns in the pilot project (40 in each WTA district) on a first-come, first-served basis. Only one application per town will be allowed. All 80 cannot be accommodated at one time, thus a tiering process will occur as follows:

- The first 20 towns in each district that communicate their interest in scoping services by September 8, 2023 will receive scoping services. Communication must be via email to Sandy Wanta at [sandy.wanta@wisctowns.com](mailto:sandy.wanta@wisctowns.com) with the email subject line of “LRIP Scoping Service Request.” If fewer than 20 are interested, then fewer than 40 towns in each district will receive services over the course of the pilot program. If more than 20 are interested, then the additional towns will be moved into the second timeframe tier.

Timeframe: September 1 - September 8, 2023

- The next 20 towns in each district that communicate their interest in scoping services by September 22, 2023 will receive scoping services. Communication must be via email to Sandy Wanta at [sandy.wanta@wisctowns.com](mailto:sandy.wanta@wisctowns.com) with the email subject line of “LRIP Scoping Service Request.” If fewer than 20 are interested, then fewer than 40 towns in each district will receive services over the course of the pilot program. If more than 20 are interested, then the additional towns will be placed on a waiting list.

Timeframe: September 9 - September 22, 2023

PLEASE NOTE THAT THIS SERVICE IS EXPECTED TO BE POPULAR. TOWNS THAT WOULD LIKE TO OBTAIN SCOPING SERVICES ARE ENCOURAGED TO CONTACT SANDY WANTA AS SOON AS POSSIBLE. AGAIN, THIS IS FIRST-COME, FIRST-SERVED.

- B. WTA facilitators will provide grant review services for either a TRID or LRIP-S application to 80 towns in the pilot project (40 in each WTA district) on a first-come, first-served basis. This is NOT a grant writing service. Instead, facilitators will review the narrative portion (not the scoping portion) of your already prepared grant application and provide constructive feedback. All 80 cannot be accommodated at one time, thus a tiering process will occur as follows:

- The first 20 towns in each district that submit their grant application by October 6, 2023, via email attachment to Sandy Wanta at [sandy.wanta@wisctowns.com](mailto:sandy.wanta@wisctowns.com) with the email subject line of “LRIP Grant Review Request” will receive grant review services. If fewer than 20 are interested, then fewer than 40 towns in each district will receive services over the course of the pilot program. If

more than 20 are interested, then the additional towns will be moved into the second tier.

**Timeframe: September 18 – October 6, 2023**

- The next 20 towns in each district that submit their grant application by October 20, 2023, via email attachment to Sandy Wanta at [sandy.wanta@wisctowns.com](mailto:sandy.wanta@wisctowns.com) with the email subject line of “LRIP Grant Review Request” will receive grant review services. If fewer than 20 are interested, then fewer than 40 towns in each district will receive services over the course of the pilot program. If more than 20 are interested, then the additional towns will be placed on a waiting list in case another town drops out prior to their grant being reviewed.

**Timeframe: October 7, – October 20, 2023**

PLEASE NOTE THAT THIS SERVICE IS EXPECTED TO BE POPULAR. TOWNS THAT WOULD LIKE TO OBTAIN GRANT REVIEW SERVICES ARE ENCOURAGED TO PROVIDE THEIR GRANT APPLICATION TO SANDY WANTA AS SOON AS POSSIBLE. AGAIN, THIS IS FIRST-COME, FIRST-SERVED.

- C. TRID and LRIP-S applications due to a facilitator.

**Deadline: November 15, 2023**

- D. CTRIC committees meet to prioritize TRID and LRIP-S applications.

**Timeframe: December 2, 2023 – December 22, 2023**

- E. TRID and LRIP-S applications and prioritization entered into WisDOT LRIPWeb by facilitators (or the town if that is preferred by the town).

**Deadline: January 15, 2024**