



PROJECT SCHEDULE & TRACKING REPORT

Project Schedule: Please enter anticipated dates for completing the steps in the process for obtaining FHWA commitment (obligation) to fund your project. If the step is not applicable, please enter N/A.

Project Sponsor: _____ Project Name: _____

Step	Action Required	Planned Date		Actual Date		Current Status	Notes
		Start	End	Start	End		
1	Project placed on TIP						
2	Letter to ADOT Local government Section (LGS) requesting project manager, federal project number, & TRACS number.						
3	Project manager assigned						
4	Project/TRACS Number assigned						
5	IGA Completed						
6	ADOT Design Review fee deposited						
7	Initial DCR submitted to ADOT LGS						
8	Initial environmental report submitted to ADOT LGS						
9	ADOT LGS approval of DCR						
10	Environmental Clearance Obtained						
11	FHWA Authorization to Proceed with ROW						
12	30% plans submitted						
13	60% plans submitted						
14	If applicable, materials memo, geotechnical memo, pavement design summary, drainage report, and bridge selection report submitted.						
15	Utility Clearance Letter initiated						
16	ROW Clearance Letter initiated						
17	95% PS & E Package submitted						
18	Final plans submitted						
19	ADOT submits authorization request to FHWA						
20	Obligation Authority obtained						

Submitted By: _____

Date: _____

