



WASATCH FRONT REGIONAL COUNCIL

MEMORANDUM

TO: Prospective Applicants for Assistance
FROM: Ben Wuthrich, Megan Townsend
DATE: November 29, 2018
SUBJECT: Request for Project Evaluation Concept Reports and/or Applications

The Wasatch Front Regional Council (WFRC) requests concept reports and/or applications from those who submitted a letter of intent to the Urban Surface Transportation Program (STP) for fiscal year 2025 (FY25), the Congestion Mitigation/Air Quality (CMAQ) Program (FY25), the Transportation Alternatives Program (TAP) (FY21), and/or the Transportation and Land Use Connection Program (TLC)* (FY19).

**Concept reports and/or applications are due
to WFRC by Thursday, January 17, 2019**

[This spreadsheet](#) lists the projects for which WFRC received a letter of intent. Please refer to this spreadsheet to see if your submitted project is currently eligible and to review WFRC staff's initial comments.

By **clicking on the project funding source identified in the spreadsheet**, you can access the appropriate form(s) you will need to submit to apply for assistance. The forms vary by funding program.

Please keep in mind that if you have filled out a concept report or application in the past, **the forms have been updated** and you will be required to complete and submit a new concept report. If for some reason you cannot download the appropriate form, contact Ben (STP, CMAQ, TAP) or Megan (TLC).

In order for WFRC staff to properly review and evaluate each project, please fully complete the necessary forms according to the instructions and provide the required documentation. Due to the large number of potential projects to be submitted, **failure to properly fill out the required forms and submit the requested material by January 17, 2019 may result in removal of the submitted project from evaluation and consideration.**

For those who may submit multiple projects to be considered for STP, CMAQ, TAP, and TLC funds, please prioritize your project submittals and consider submitting no more than three or four total projects. This will help streamline the evaluation process and ensure your entity's highest priorities are considered.

If you have any questions regarding the STP, CMAQ, or TAP programs, please contact Ben Wuthrich at 801-363-4230 x1121 or bwuthrich@wfr.org. For questions regarding the TLC program, please contact Megan Townsend at 801-363-4230 x1101 or mtownsend@wfr.org.

* The TLC program is a joint partnership with Salt Lake County, the Utah Department of Transportation, and the Utah Transit Authority.