



Submittal Instructions

The official application submittal for the Fiscal Year 2023-2026 Transportation Improvement Program Call for Projects can be found at <https://www.surveymonkey.com/r/LPS7JWL>. **GCMPC will only accept applications that are submitted through the online submittal website!**

Instructions for Survey Monkey Application Submittal

Start by clicking on the official application submittal website. The first page will direct you to choose the type of application you are submitting. Click on the type of application through the dropdown menu and click the “Next” button.

The screenshot shows a web interface with the following elements:

- Title:** FY 2023-2026 Transportation Improvement Program Call for Projects
- Instruction:** Please select the application type you want to submit
- Dropdown Menu:** A menu with the following options: Preservation Application (selected), Reconstruction Application, PASER 5 Application, Expand Application, Transit Application, CMAQ Application, and TAP Application.
- Next Button:** A dark grey button labeled "Next".
- Footer:** Powered by SurveyMonkey logo and the text "See how easy it is to create a survey."

The next page will be a resource page for the application you are submitting, this will include instructions and links to the website along with relevant resources. **If you have not completed your application and supporting documents, do not move on as the completion of the survey will be your official application submittal!**



Application Resources - Preservation

PLEASE COMPLETE THE PDF APPLICATION BEFORE CONTINUING AS THE APPLICATION AND SUPPORT DOCUMENTATION WILL BE UPLOADED THROUGH THIS SURVEY!

Download the Preservation Application from this link:

http://gcmpec.org/wp-content/uploads/2021/09/Pres_Recon_PASER5_Application.pdf

Please see links below for additional resources to help with application development

[Link to FY 2023-2026 TIP Call for Projects Website](#)

[Link to Web Map Resource for All Maps](#)

Prev

Next

Once you have all the necessary documents completed, click on the “Next” button. The next page will be required basic information regarding contact and application. After completing all these fields, click on the “Next” button.

Please fill out basic information for the Preservation Application

Agency Name - Preservation Application

Contact Name - Preservation Application

Project Name - Preservation Application

Project Limits - Preservation Application

Point of Beginning

Point of End

Prev

Next

If you are submitting a TAP application, the next page will direct you to more instructions. The next page will be the application submittal page. The application and supporting documents will need to be in PDF format to be submitted. Please complete any other questions on this page before continuing.



Application Submittal - Preservation

Submit Preservation Application

Choose File No file chosen

Submit Application Supporting Documents - Preservation Application

This will include: Map of Project, Resolution Supporting Project & Match Contribution, and other documents. Please upload one (1) PDF that contains all supplementary documents.

Choose File No file chosen

Please indicate what was included included in your supporting document PDF upload - Preservation Application

- Map of Project
- Resolution Supporting Project & Match Contribution
- Other (please specify)

Preservation Application - If you do not have a resolution, when can you get that to us?

Prev

Next

When you have uploaded the application and supporting documents along with completing any other question, click the "Next" button. This is the end of the survey if you need to go back and make edits to your application you should do so on the "End of Application Submittal" page. If you are ready to submit, click the "Done" button and the application will be officially submitted.

End of Application Submittal

If you need to make edits to your application, do so now by clicking the "Prev" button below.

If you are ready to submit your application, please click the "Done" button below to complete submittal.

If in the future you require edits to your application, please email awilliams1@geneseecountymi.gov for instructions.

Thanks you!

Prev

Done