

Local Roads Improvement Program 2024-25 Program Cycle

John Moe

Program Manager

Merrill Mechler-Hickson

Local Roads Programs & Finance Section Chief

LRIP Program Cycle Informational Meeting - Webinar
Statewide

September 19, 2023

WisDOT Local Programs & Finance

Jennifer Murray (608) 264-8722 Director, Bureau of Transit, Local Roads, Railroads & Harbors jennifer.murray@dot.wi.gov	Merrill Mechler-Hickson (608) 261-8977 Program & Policy Chief, Local Programs & Finance merrill.mechlerhickson@dot.wi.gov
Tim Olusegun Policy Supervisor, Local Programs & Finance	(608) 266-0254 tim.olusegun@dot.wi.gov
Ryan Whitehead DOT Program Officer	608-266-1824 ryan.whitehead1@dot.wi.gov
John Moe – LRIP Local Roads Improvement Program Manager	(608) 267-0404 johnx.moe@dot.wi.gov
Benjamin Radue – LRIP Contracts Specialist	608-261-0128 benjamin.radue@dot.wi.gov
Steph Mertens– TAP, CMAQ Transportation Alternatives Program, Congestion Mitigation Air Quality Program Manager	(608) 266-8507 stephanie.mertens@dot.wi.gov
Michael Loughran – STP, Local Bridge Surface Transportation Program & Local Bridge Program Manager	(608) 266-2870 michael.loughran@dot.wi.gov
Chris Brooks – BIL BIL Implementation Specialist	(608) 267-3611 christopher.brooks1@dot.wi.gov
Nina Werner – General Transportation Aids IS Data Services-Senior	(608) 264-8425 nina.werner@dot.wi.gov
CeCe Shutts – LP&F Financial Lead Program and Policy Analyst – Adv	(608) 266-8487 ceceliam.shutts@dot.wi.gov
Anna Kraft – General Transportation Aids Local Programs & Finance - LTE	(608) 264-7336 anna.kraft@dot.wi.gov



LRIP Program – General Overview

- LRIP is governed by §86.31 Wis Stats., Trans 206
- LRIP is designed to address:
 - Seriously deteriorating roads under local jurisdiction
- It is an improvement program, not for maintenance or new construction
 - Project design life: at least 10 years
 - Projects must be built to appropriate standards
 - Towns: Trans 204
 - Cities & Villages: FDM 11-20-01
 - Counties: Trans 205



LRIP Program – General Overview

- LRIP is a reimbursement program
 - Awards allow for up to 50% of eligible costs (except LRIP-S)
 - Projects must be completed and contractor(s) paid before reimbursement
- LRIPWeb
 - Web-based program management system – enhanced in June 2020
 - One-time registration into TAS and LRIPWeb: <http://tas.wisconsin.gov>
 - Core hub for LRIP project management – new project applications, project changes and reimbursement requests



LRIP

2024-25 Program Cycle Overview

- State Budget
 - LRIP Entitlement - \$37,903,600
 - LRIP Discretionary - \$36,359,200
 - \$32,179,200 (2024-25 State Budget Allocation)
 - \$4.18 Million (Approved by the State Legislature for CTH O, Richland County)
 - LRIP Supplemental - \$100,000,000



LRIP Program

LRIP-Supplemental (LRIP-S – TRIS, MSIS, CHIS)

- State Budget
 - Allocated \$100 million for additional investment in local roads
 - LRIP-S will continue to be managed through LRIPWeb
 - Timeline: coincide with LRIP-Discretionary (TRID, MSID, CHID)
 - Incoming discretionary applications will be considered for either an LRIP-D or LRIP-S award automatically, unless specified that only a higher cost share will be accepted
 - Projects can only receive 1 award
 - Statewide Review Committees will score and recommend funding for awards
 - LRIP-S will have a maximum 90/10 cost share; LRIP-D will have a maximum 50/50 cost share



Program Timeline



LRIP PILOT PROGRAM 2024 - 2025

- Collaboration between WCHA, LWM, and WTA
- Created to evaluate proposed changes to Trans 206
- 25 counties in Northwest & West Central Wisconsin (WTA Districts 2 and 3)
- Facilitators replacing CHCs
- More details can be found on LWM and WTA websites



PILOT PROGRAM

Facilitators

Emmer Shields

(former Ashland County Highway Commissioner)

emmer.w.shields@gmail.com

Ashland, Bayfield, Douglas, Iron, Price

Gary Kennedy

(former Manitowoc County Highway Commissioner)

hwygaryk@gmail.com

Clark, Jackson, La Crosse, Monroe, Trempealeau, Wood

Mark Servi

(former Barron County Highway Commissioner)

hiwaymark@gmail.com

Barron, Buffalo, Burnett, Chippewa, Dunn, Eau Claire, Pepin, Pierce, Polk, Rusk,
St. Croix, Sawyer, Taylor, Washburn



LRIP Project Reimbursement

Sunset Dates

PROGRAM CYCLE	SUNSET DATE
2020-21	June 30, 2025
2022-23	June 30, 2027
2024-25	June 30, 2029

The sunset date is the last day the improvement must be constructed and in final acceptance associated with the project.



Additional LRIP Information

WisDOT LRIP Webpage

<http://wisconsindot.gov/lrip>

Wealth of Educational and Instructional Information on LRIPWeb

- **Recorded Webinars**
 - Enhanced LRIPWeb Application (June 18, 2020)
 - LRIPWeb: Apply for a New Project (August 4, 2021)
 - LRIP 2024-2025 Program Cycle (September 19, 2023) **Coming soon!**
- **Videos**
 - Introduction to LRIPWeb and View My Work Queue
 - Request Reimbursement
 - Search Applications/Projects
 - Apply for a New Biennium Project



LRIPWeb: Key Function #1

Apply for a New Project



State of Wisconsin
Department of Transportation

[Home](#) [Report Library](#) [Admin](#) [Logoff](#)

Welcome John Moe

Welcome to LRIPWeb!



Apply for Project

Drop My Project

Use My Savings

Change Project Scope

Use My Forfeited Funds

Request Reimbursement

View My Work Queue

Search Applications/Projects

Review TRID/MSID Applications

Verify that it is you, who is correctly logged into the application by checking here....

Questions about the content of this page:
LRIPWebSystem@dot.wi.gov

© 2021 - Local Roads Improvement Program



LRIPWeb: Key Function #1

Apply for a New Project



Local Roads Improvement Program

LRIPWeb Application

[Home](#) [Report Library](#)

[Admin](#)

[Logout](#)

New Biennium Project

Request Status: N/A Request Number: N/A Recipient: N/A County: N/A Biennium: N/A Program Type: N/A

Recipient (Step 1) - Started

Select Recipient and Program Type

Fiscal Year:

County:

Municipality:

Program Type:

[Save and Next](#)

[Save and Exit](#)

Any municipality or county with a local official update must contact the Wisconsin Department of Revenue directly to request a modification. To request an update, the municipality or county should contact: [Click here](#)

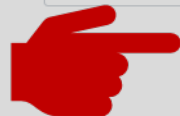
ALERT

Prior to applying for LRIP funds, please verify that all pavement ratings and ADT values in the Wisconsin Information System for Local Roads (WISLR) database are up-to-date. To be eligible for funding, all LRIP project road locations must have pavement ratings of 0-6 for paved roads or 0-3 for gravel roads.

Do you want to proceed?

[YES](#)

[NO](#)



Questions about the content of this page:

LRIPWebSystem@dot.wi.gov

© 2021 - Local Roads Improvement Program



LRIPWeb: Key Function #1

Apply for a New Project



Local Roads Improvement Program

LRIPWeb Application

[Home](#) [Report Library](#)

Welcome John Moe

[Admin](#)

[Logout](#)

New Biennium Project

Request Status: N/A Request Number: N/A Recipient: N/A County: N/A Biennium: N/A Program Type: N/A

Recipient (Step 1) - Started

Select Recipient and Program Type

Fiscal Year:

Please Select
2022 (Receive State/Municipal Agreement by 03/15/2022)
2023 (Receive State/Municipal Agreement after 07/01/2022)

County:

Please Select
Adams
Ashland
Barren
Please Select
TRI
TRID
Burnett
Calumet
Chippewa
Clark
Columbia
Crawford
Dane
Dodge
Door
Douglas
Dunn
Eau Claire
Florence
Please Select
-- County Project(s) -- (X)
Allouez (V)
Ashwaubenon (V)
Bellevue (V)
De Pere (C)
Denmark (V)
Eaton (T)
Glenmore (T)
Green Bay (T)
Green Bay (C)
Hobart (V)
Holland (T)
Howard (V)
Humboldt (T)
Lawrence (T)
Ledgeview (T)
Morrison (T)
New Denmark (T)
Pittsfield (T)

Program Type:

[Save and Next](#) [Save and Cancel](#)

Improvement (Step 2)

Project Location (Step 3)

Funding (Step 4)

Attachment (Step 5)

Terms and Conditions (Step 6)

Any municipality or county with a local official update must contact the Wisconsin Department of Revenue directly to request a modification. To request an update, the municipality or county should contact: [Click here](#)

Questions about the content of this page:
LRIPWebSystem@dot.wi.gov

© 2021 - Local Roads Improvement Program



LRIPWeb: Key Function #1

Apply for a New Project

New Biennium Project

Request Status: Pending PM Request Number: 130395 Recipient: City of Ashland County: Ashland Biennium: N/A Program Type: MSII

Project Log

Delete Request

Recipient (Step 1) - Completed

Improvement (Step 2) - Started

Select Improvement

Improvement Type:

Please select
 Pavement Replacement
 Reconditioning

Surface Type and Desc

Please Select
 25 - Unimproved Road
 30 - Graded and Drained Earth Road
 35 - Gravel Road (not oil & gravel)
 40 - <1 - inch Wearing Surface
 45 - Cold Mix Asphalt Pavement on Concrete
 50 - Cold Mix Resurf on Asphalt Pvm Surface + Base < 7
 52 - Cold Mix Resurf on Asphalt Pvm Surface + Base > 7
 55 - Cold Mix Asphalt Pvm (CMAC) Surface + Base < 7
 57 - Cold Mix Asphalt Pvm (CMAC) Surface + Base > 7
 60 - Hot Mix Asphalt Pavement on Concrete (HMAC on PCC)
 65 - Hot Mix Resurfacing (overlay) on Asphalt Pavement
 70 - Hot Mix Asphalt Pavement (HMAC)
 75 - Concrete Pavement (PCC)

Qualifying Questions

Is this project part of the improvement plan?

Does this project meet the standards in V?

is required in Step 5.) Yes No
 Yes No

Project-Related Comments (optional):

Note: All saved comments will be included as public record and can be accessed under the View Comments button in the top right corner of the screen.

Internal Comments:

Notes and out-of-the-ordinary aspects of the LRIP project are listed here.

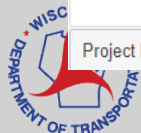
500 characters remaining (500 character max)

500 characters remaining (500 character max)

Save and Next

Save and Exit

Project Location (Step 3)



LRIPWeb: Key Function #1

Apply for a New Project

Recipient (Step 1) - Completed
Improvement (Step 2) - Completed
Project Location (Step 3) - Started

Select Project Location(s)

On Route 1

On Route (Road to be Improved):
Please Select

At Route: ①
Please Select

Toward Route: ②
Please Select

TIP: To identify a project location the
TIP: If entering an At Offset to identify

Minimum At Offset: ③

Road Sections

At Route	At Offset

WISLR ADT Values and Pavement

Are the WISLR ADT values and Pa

Select Proposed Improve

Thickness:
Please Select


Travel Width (Per Lane):
Please Select

Left Shoulder Width: ④
0 ft

Right Shoulder Width: ⑤
0 ft

Curb and Gutter

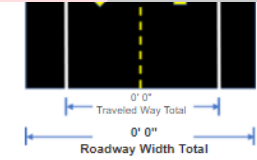
Curb and Gutter



Columbus (T)
Columbia County
Columbus (C)

Highland Ct
Ridgewood Ct
Vista Cir (E)
Grandview
Vista Cir (W)

Pavement Year



0' 0" Traveled Way Total
0' 0" Roadway Width Total



LRIPWeb: Key Function #1

Apply for a New Project

Base/Subbase Details

Will the existing pavement be removed/altered? Yes No

Will the base, subbase, or substandard soils be removed? Yes No

Will base or subbase be added? Yes No

If applicable, select all other work that is needed to complete this project. Options marked with an asterisk(*) are not eligible for reimbursement. For additional eligibility requirements, please refer to the LRIP Program Guidelines.

To select multiple work types, hold down the CTRL key + click to highlight each applicable type:

Install guardrail
Lighting*
Patching
Pavement marking
Realign roadway (vertically and/or horizontally)
Reconstruct Intersection
Re-establish crown
Re-grade ditches
Right of Way
Sanitary sewer*
Sidewalk
Storm sewer

Pavement Marking
Sanitary Sewer
Sidewalk

Project-Related Comments (optional): Note: All saved comments will be included as public record and can be accessed under the View Comments button in the top right corner of the screen.

More opportunity for comments on the LRIP project

500 characters remaining (500 character max)

Internal Comments:

500 characters remaining (500 character max)

Save and Add Another On Route

Save and Next



LRIPWeb: Key Function #1

Apply for a New Project

Funding (Step 4) - Started

Identify Other Funding Sources

Other Funding

Has the City requested or been approved for other federal or state funding for the improvement? Yes No

If Yes, check all programs that apply:

Program	Requested	Approved	Project ID (e.g. 8897-20-00)
<input type="checkbox"/> Congestion Mitigation and Air Quality Improvement Program (Eligible areas only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/> Highway Safety Improvement Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/> Local Bridge Improvement Assistance Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/> Scenic Byways Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/> Surface Transportation Program - Rural	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/> Surface Transportation Program - Urban	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/> Transportation Alternatives Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/> Transportation Economic Assistance Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/> Other Federal or State Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Enter Estimated Project Costs

Hot Mix Asphalt

Will the LRIP funds for this project be used solely to purchase Hot Mix Asphalt materials? Yes No

Eligible Improvement Costs:	
Engineering	\$ 10,000.00
Right-of-way Acquisition	\$ 0.00
Construction	\$ 250,000.00
Total Eligible Costs	\$260,000.00

Ineligible Improvement Costs:	
Ineligible Costs	\$ 0.00
Total Ineligible Costs	\$0.00
Total Improvement Costs	\$260,000.00

Approved LRIP Reimbursement Amount:

Check indicates that the Reviewer is authorized to conduct official business for the City of San Diego. LTRIP Reimbursement Amount is authorized by:

Project-Related Comments (optional): Note: All saved comments will be included as public record and can be accessed under the View Comments button in the top right corner of the screen.

500 characters remaining (500 character max)

Internal Comments:

500 characters remaining (500 character max)


LRIPWeb: Key Function #1

Apply for a New Project

Attachment (Step 5) - Started

Attachment(s)		
File Name	Description	Loaded
OnRoute CTH AA Map.png	Project Location Map	7/19/2021 2:57:44 PM

Internal Document(s)		
File Name	Description	Loaded

Required Document(s):
 Required document(s) below. Use the Browse button to find the corresponding file and click the Upload File button to attach. NOTE: Documents can be uploaded individually or combined and attached as a single file.

Required Documents:

- Project Location Map
- Discretionary Supporting Documentation
- Improvement Plan
- Substitution/Change/Transfer Form (DT2352)
- Signed Application Form (DT2350)

Reimbursement Documents:
(Documents can be uploaded at any time before the Reimbursement Request being submitted)

- Advertisement for Bid
- Board Meeting Minutes Bid Award Notices
- Contractor Payment Documentation
- Engineer's Certificate
- Exception to Standards
- Cost Effectiveness Finding (CEF)
- Signed Reimbursement Form (DT2353)
- Bicycle/Pedestrian Resolution

Optional Documents:

- Department Of National Resources Permit
- Wisconsin Historical Society Permits
- Internal Document
- Other (document description is required) Description:

Select File:

Project-Related Comments (optional): Note: All saved comments will be included as public record and can be accessed under the View Comments button in the top right corner of the screen.

Comments here

500 characters remaining (500 character max)

Internal Comments:

500 characters remaining (500 character max)

Terms and Conditions (Step 6)



LRIPWeb: Key Function #1

Apply for a New Project

Terms and Conditions (Step 6) - Started

Read and Acknowledge Terms & Conditions

1. The initiation and accomplishment of the improvement will be subject to the applicable federal, state and local laws, administrative policy and program rules, ordinances, standards, and contract bidding requirements. Please note that if any portion of an improvement is funded using federal funds (including design, real estate, or other related work activities), the entire improvement will be subject to federal requirements. All components of the improvement must be defined in the environmental document if any portion of the project is federally funded.
2. The construction of the improvement will be in accordance with the appropriate standards unless an exception to standards is granted by the state prior to construction. The entire cost of the improvement not constructed to standards will be the responsibility of the Municipality/County unless such exception is granted.
3. The Municipality/County will assume all responsibility for complying with all applicable environmental requirements for the improvement.
4. The work, which is eligible for state participation will be administered by the Municipality/County. The authority for the state to delegate this responsibility is described in ch. Trans 206.
5. All contracts will be let by competitive bid and awarded to the lowest responsible bidder in accordance with the provisions of s.88.31 Wis. Stats. and all other municipal/county bidding requirements.
6. State financing will be limited to up to 50 percent (%) participation in eligible items or to the limit approved for the improvement - whichever is less.
7. Payments to the Municipality/County will be made after the improvement is completed, and the contractor(s) fully reimbursed.
8. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
9. The Municipality/County will keep records of the cost of the improvement together with letting documents and will have them available for inspection by representatives of the state and will furnish copies when requested.
10. The design and construction of the improvement must be certified by a registered professional engineer, if the cost of the improvement exceeds \$65,000.

Recipient: County:
Preparer: Title: Date:

SMA Notes:

500 characters remaining (500 character max)

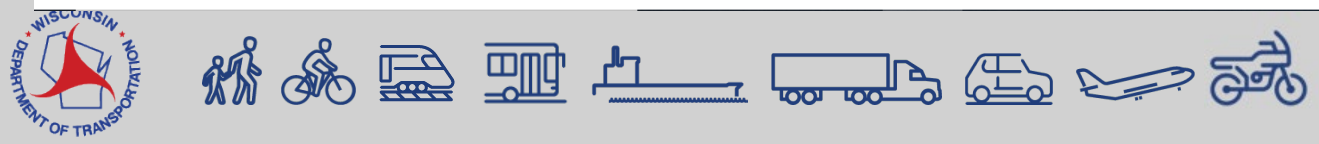
Project-Related Comments (optional): Note: All saved comments will be included as public record and can be accessed under the View Comments button in the top right corner of the screen.

Internal Comments:

500 characters remaining (500 character max)

Questions about the content of this page:
LRIPWebSystem@dot.wi.gov

© 2021 - Local Roads Improvement Program



LRIPWeb: Key Function #2

Request Reimbursement

Once your LRIP Project is complete, you can request payment as awarded.

- Once you are logged into LRIPWeb, gather your project documents:
 - Advertisement for Bid
 - Board Meeting Minutes/Bid Award Notices
 - Contractor Payment Information
 - Engineer's Certification, if needed
 - An Exception to Standards, if needed

LRIPWeb: Key Function #2

Request Reimbursement

The screenshot displays the LRIPWeb interface. At the top left is the Wisconsin Department of Transportation logo and the text "State of Wisconsin Department of Transportation". At the top right, it says "Welcome John Moe". A navigation menu includes "Home", "Reports", "Admin", and "Logoff". The main content area features a grid of buttons: "Apply for Project", "Request Project Substitution", "Use My Savings", "Change Project Scope", "Request Transfer of Savings/Funds", "Request Reimbursement", "View My Work Queue", "Search Applications/Projects", and "Review TRID/MSID Applications". A red box highlights the "Request Reimbursement" button with a blue hand icon pointing to it. Another red box highlights the "Welcome John Moe" text with a blue hand icon pointing to it.

State of Wisconsin
Department of Transportation

Welcome John Moe

Home Reports Admin Logoff

Welcome

Your name here verifies the authorized user of LRIPWeb

Apply for Project

Request Project Substitution

Use My Savings

Change Project Scope

Request Transfer of Savings/Funds

Request Reimbursement

View My Work Queue

Search Applications/Projects

Review TRID/MSID Applications

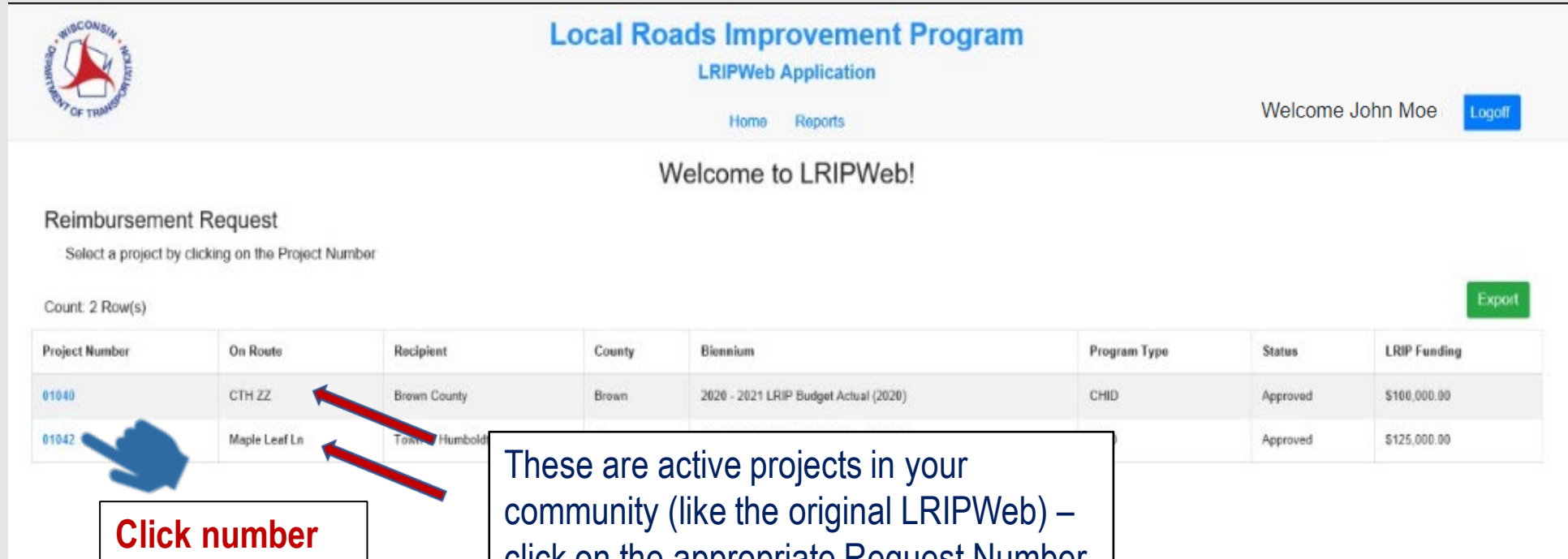
Select this box to begin

Questions about the content of this page:
Contact Name: LRIPWebSystem@dot.wi.gov

© 2020 - Local Roads Improvement Program

LRIPWeb: Key Function #2

Request Reimbursement



The screenshot shows the LRIPWeb application interface. At the top left is the Wisconsin Department of Transportation logo. The main header reads "Local Roads Improvement Program" and "LRIPWeb Application". Below this are navigation links for "Home" and "Reports". On the right, it says "Welcome John Moe" with a "Logoff" button. The main content area says "Welcome to LRIPWeb!". Below that is a section titled "Reimbursement Request" with the instruction "Select a project by clicking on the Project Number". There is a "Count: 2 Row(s)" and an "Export" button. A table lists two projects:

Project Number	On Route	Recipient	County	Biennium	Program Type	Status	LRIP Funding
01040	CTH ZZ	Brown County	Brown	2020 - 2021 LRIP Budget Actual (2020)	CHID	Approved	\$100,000.00
01042	Maple Leaf Ln	Town of Humboldt	Humboldt			Approved	\$125,000.00

Click number to open project

These are active projects in your community (like the original LRIPWeb) – click on the appropriate Request Number to open a request

LRIPWeb: Key Function #2

Request Reimbursement

The screenshot displays the LRIPWeb interface for Project 01042. The project status is 'Complete'. A 'Comments' modal window is open, showing a table of comments. An 'ALERT' dialog box is overlaid on the comments table, asking 'Is this project complete?' and providing a note: 'Note. The project must be complete and contractor(s) paid in full before submitting for reimbursement.' A blue hand icon points to the 'YES' button in the alert dialog.

Project 01042
Request Status: Complete Request Number: [redacted]

Recipient (Step 1) - Completed
Improvement (Step 2) - Completed
Project Location (Step 3) - Completed
Funding (Step 4) - Completed
Attachment (Step 5) - Completed
Terms and Conditions (Step 6) - Completed

Questions about the content of this page.
Contact Name: LRIPWebSystem@dot.wi.gov

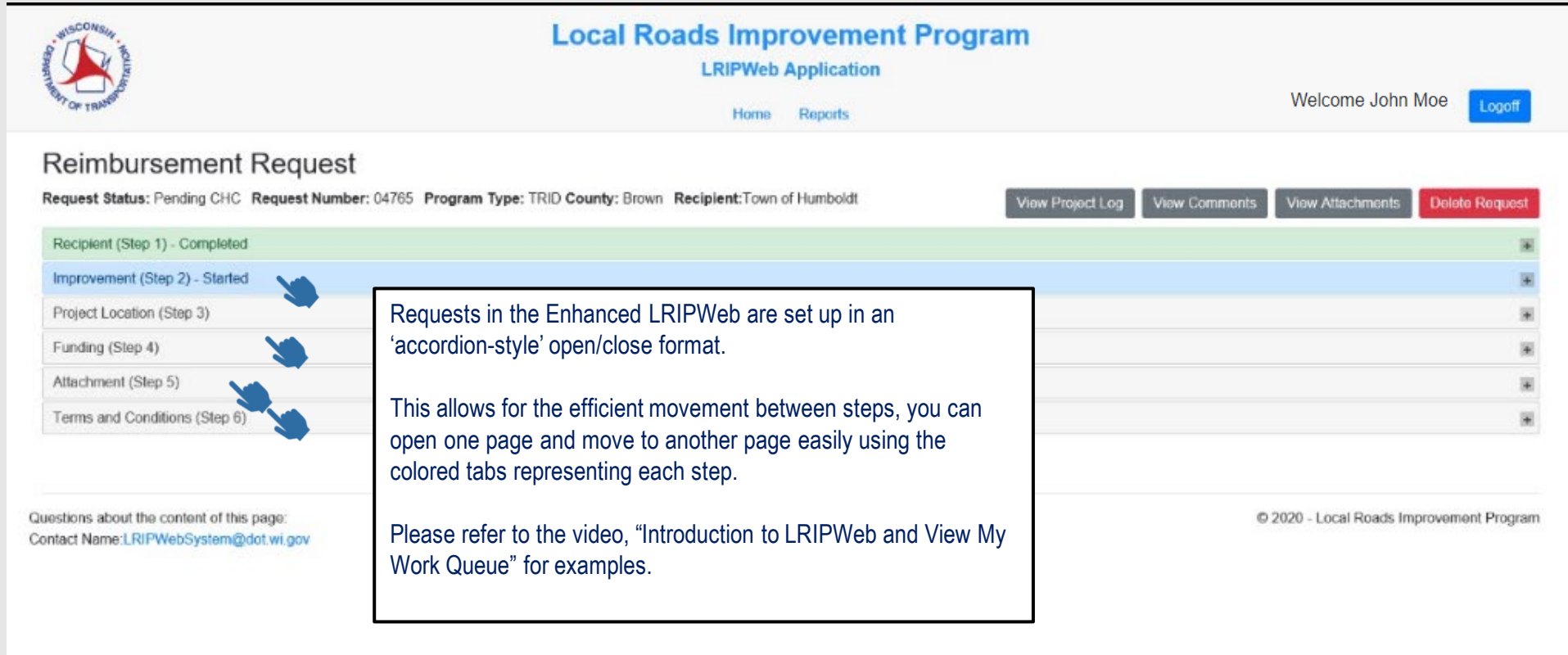
© 2020 - Local Roads Improvement Program

Date	User	Step	Comment
6/10/2020	Kia Her	6	6/10 11:07AM PA approved CVT for reimbursement request
6/10/2020	Kia Her	4	6/10 10:30AM PM Project-Related comment - testing to make sure this one shows False under Internal
6/10/2020	Kia Her	6	6/10 10:24AM C...
6/10/2020	Kia Her	6	6/10 10:17AM C...

ALERT
Is this project complete?
Note. The project must be complete and contractor(s) paid in full before submitting for reimbursement.
YES NO

LRIPWeb: Key Function #2

Request Reimbursement



The screenshot displays the LRIPWeb application interface. At the top left is the Wisconsin Department of Transportation logo. The header includes the text "Local Roads Improvement Program" and "LRIPWeb Application". On the right, it says "Welcome John Moe" with a "Logout" button. Below the header, the page title is "Reimbursement Request". A status bar shows "Request Status: Pending CHC", "Request Number: 04765", "Program Type: TRID", "County: Brown", and "Recipient: Town of Humboldt". To the right of this bar are buttons for "View Project Log", "View Comments", "View Attachments", and "Delete Request". The main content area features an accordion-style navigation menu with six steps: "Recipient (Step 1) - Completed" (green), "Improvement (Step 2) - Started" (blue, highlighted with a hand cursor), "Project Location (Step 3)", "Funding (Step 4)", "Attachment (Step 5)", and "Terms and Conditions (Step 6)". A text box on the right explains that requests are set up in an 'accordion-style' open/close format, allowing for efficient movement between steps. At the bottom left, there is contact information for questions about the page content. At the bottom right, the copyright notice reads "© 2020 - Local Roads Improvement Program".

Request Status: Pending CHC Request Number: 04765 Program Type: TRID County: Brown Recipient: Town of Humboldt

View Project Log View Comments View Attachments Delete Request

Recipient (Step 1) - Completed

Improvement (Step 2) - Started

Project Location (Step 3)

Funding (Step 4)

Attachment (Step 5)

Terms and Conditions (Step 6)

Questions about the content of this page:
Contact Name: LRIPWebSystem@dot.wi.gov

© 2020 - Local Roads Improvement Program

Requests in the Enhanced LRIPWeb are set up in an 'accordion-style' open/close format.

This allows for the efficient movement between steps, you can open one page and move to another page easily using the colored tabs representing each step.

Please refer to the video, "Introduction to LRIPWeb and View My Work Queue" for examples.

LRIPWeb: Key Function #2

Request Reimbursement

Recipient (Step 1) - Revised

Select Recipient and Program Type

Fiscal Year: 2020 (Receive State/Municipal Agreement by 03/15/2020) Any municipality or county with a local official update must contact the Wisconsin Department of Revenue directly to request a modification. To request an update, the municipality or county should contact: [Click here](#)

PO Number: 6288 Project ID: 39508802107 Account: 8700140

Mayor: HOWIE REYNOLDS	Clerk: CAIRIE VIRRUETA	Treasurer: JESSIE BARTMANN
Address: 406 DAVIS CT ELKHORN, WI 53121-1674	Address: 9 SOUTH BROAD STREET ELKHORN, WI 53121-0920	Address: PO BOX 920 ELKHORN, WI 53121-0920
Business Phone: (262) 248-3673	Business Phone: (262) 723-2219	Business Phone: (262) 723-2219
Fax: (262) 741-5131	Fax: (262) 741-5131	Fax: (262) 741-5131
Home Phone: (262) 949-0667		Home Phone:
Email: HREYNOLDS@CITYOFELKHORN.ORG		Email: GBARTMANN@CITYOFELKHORN.ORG

Program Type: MSID

Step 1: Recipient

Save and Next Save and Exit

Improvement (Step 2) - Started

Confirm Compliance with Standards

Existing Improvement Type

Improvement Type: Resurfacing

Surface Type Description: 75 - Concrete Pavement (PCC)

Is this project part of the road improvement plan (minimum of 5 years)? Y

Does this project meet ch. Trans 204, Existing Town Road Improvement Standards? N

Qualifying Questions

Does this project meet ch. Trans 204, Existing Town Road Improvement Standards? Yes No

Project-Related Comments (optional):

Note: All saved comments will be included as public record and can be accessed under the View Comments button in the top right corner of the screen.

500 characters remaining (500 character max)

Step 2: Improvement

Save and Next Save and Exit

Review Project Location(s)

On Route 1 - Maple Leaf Ln - AT Termini - Toward: S Allen Rd (Termini) - Section Length: 370 ft

County	Recipient	On Route (Road to be improved)	At Route Termini	At Offset Termini	Toward Route	Section Length
Brown	Town of Humboldt	Maple Leaf Ln	Termini	0	S Allen Rd (Termini)	370

Proposed Improvements

Thickness: 2.75 in Travel Width (Per Lane): 14 ft 0 in
Left Shoulder: 2 ft 0 in Right Shoulder: 0 ft 2 in With Curb and Gutter

Confirm Proposed Improvements

Thickness: in

Travel Width (Per Lane): ft in

Left Shoulder Width: ft in Curb and Gutter

Right Shoulder Width: ft in Curb and Gutter

Step 3: Project Location

Project-Related Comments (optional):

500 characters remaining (500 character max)

Review Project Location(s)

On Route 1 - Maple Leaf Ln - AT Termini - Toward: S Allen Rd (Termini) - Section Length: 370 ft

County	Recipient	On Route (Road to be improved)	At Route Termini	At Offset Termini	Toward Route	Section Length
Brown	Town of Humboldt	Maple Leaf Ln	Termini	0	S Allen Rd (Termini)	370

Proposed Improvements

Thickness: 2.75 in Travel Width (Per Lane): 14 ft 0 in
Left Shoulder: 2 ft 0 in Right Shoulder: 0 ft 2 in With Curb and Gutter

Confirm Proposed Improvements

Thickness: in

Travel Width (Per Lane): ft in

Left Shoulder Width: ft in Curb and Gutter

Right Shoulder Width: ft in Curb and Gutter

Completed fields/required fields are color-coded

Project-Related Comments (optional):

500 characters remaining (500 character max)

LRIPWeb: Key Function #2

Request Reimbursement

Project Location (Step 3) - Started

Select Project Location(s)

On Route 1 - Getzen St - AT: E Centralia St - Toward: Getzen St - Section Length: 528 ft

Proposed Project Locations	County:	Recipient:	On Route (Road to be improved)	At Route	At Offset	Toward Route	Section Length
	Walworth	City of Elkhorn	Getzen St	E Centralia St	0	Getzen St	528

Proposed Improvements

Thickness: 4.00 in
 Left Shoulder: 4 ft 0 in With Curb and Gutter
 Travel Width (Per Lane): 12 ft 0 in
 Right Shoulder: 4 ft 0 in With Curb and Gutter

Confirm Proposed Improvements

Thickness: Please Select
 Travel Width: Please Select
 Left Shoulder: Please Select
 Right Shoulder: Please Select

Local Roads Improvement Program
LRIPWeb Application

Comments

Date	User	Step	Comment
5/28/2020	Patrick Vander Sanden	3	YOUR COMMENTS GO HERE

Welcome Patrick Vander Sanden [Admin](#) [Logout](#)

[Project Log](#) [View Comments](#) [View Attachments](#) [Delete Request](#)

[Close](#)

Request Status: Pending

Project-Related Comments (optional):
 Note: All saved comments will be included as public record and can be accessed under the View Comments button in the top right corner of the screen.
 Comments related to the project are entered here (and will be part of the public record; all comments for this project are logged and can be viewed in the 'View Comments' button in the top right corner of the screen)

500 characters remaining (500 character max)

[Save and Next](#) [Save and Exit](#)

To move to the next step, click on Save and Next;
 to move to an earlier step, just click on its banner

(Step 3) Project Improvements and Specifications
 utilize drop down boxes (like the original LRIPWeb)

LRIPWeb: Key Function #2

Request Reimbursement

Funding (Step 4) - Started

Project Costs

Eligible Improvement Costs:	Estimated Costs	Final Costs
Engineering	\$ 250,000.00	\$ 250,000.00
Right-of-way Acquisition	\$ 0.00	\$ 0.00
Construction	\$ 895,095.00	\$ 895,095.00
Total Eligible Costs	\$1,145,095.00	\$1,145,095.00

Ineligible Improvement Costs:	Estimated Costs	Final Costs
Ineligible Costs	\$ 708,650.00	\$ 708,650.00
Total Ineligible Costs	\$708,650.00	\$708,650.00
Total Improvement Costs	\$1,853,745.00	\$1,853,745.00

Approved LRIP Reimbursement Amount:	\$460,000.00	\$ 400,000.00
Savings or Carryover Balance		\$ 0.00

Contractor Information
To find a contractor, enter a minimum of 3 characters in the contractor name field, or any portion of a contractor's name, and click the name from the drop-down to select it.

Engineering Contractors				250,000.00 Remaining		
Contractor Name	Contractor Type	Award Amount	Award Date	Total Paid Amount	Final Payment Date	
				250,000.00		Delete

Construction Contractors				895,095.00 Remaining		
Contractor Name	Contractor Type	Award Amount	Award Date	Total Paid Amount	Final Payment Date	
				895,095.00		Delete

Final costs are entered along the left column to determine your LRIP Reimbursement Amount (based upon the original grant award)

Contractors, contract award amount, key dates and final payments are entered here

Project-Related Comments (optional):
Note: All saved comments will be included as public record and can be accessed under the View Comments button in the top right corner of the screen.

500 characters remaining (500 character max)

Hit Save and Next to continue

Attachment (Skip 5)

(Step 4) Funding Page

Project costs, contractor award and payment information are entered here

LRIPWeb: Key Function #2

Request Reimbursement

Attachment (Step 5) - Started

File Name	Description	Loaded
Map_41783.png	Project Location Map	10/22/2019 12:38:28 PM Delete
Map_41784.png	Project Location Map	10/22/2019 12:39:28 PM Delete
Map_41785.png	Project Location Map	10/22/2019 12:40:18 PM Delete
5-Year_Improvement_Plan_2020-2024_2570.pdf	Improvement Plan	10/22/2019 12:42:47 PM Delete
190102_Elkhorn_City_Map-Elkhorn_2020_Streets_2570.pdf	Project Location Map	10/22/2019 12:43:05 PM Delete
Memo_2570.doc	Discretionary Supporting Documentation	10/30/2019 8:19:22 AM Delete
Signed_App_2570.pdf	Signed Application Form (DT2350)	10/30/2019 8:27:54 AM Delete
SMA.pdf	SMA	5/13/2020 11:03:50 AM

This area includes links to all the documents required during the application stage, and any documents added later

Internal Document(s)

File Name	Description	Loaded
-----------	-------------	--------

Upload Document(s):
▲ - indicates the document is required

Select the required document(s) below. Use the Browse button to find the correct file. NOTE: Documents can be uploaded individually or combined and attached as a single file.

Application Documents:

- Project Location Map
- Discretionary Supporting Documentation
- Suspension/Change/Transfer Form (DT2352)
- Signed Application Form (DT2350)

Reimbursement Documents:
(Documents can be uploaded at any time prior to the Request for Proposal)

- ▲ Advertisement for Bid
- ▲ Board Meeting Minutes Bid Award Notices
- ▲ Contractor Payment Documentation
- Signed Reimbursement Form (DT2353)
- Bicycle/Pedestrian Resolution

Optional Documents:

- Department Of National Resources Permit
- Other (document description is required)

Select File:

Project-Related Comments (optional):
Note: All saved comments will be included as public record and can be accessed under the View Comments button in the top right corner of the screen.

500 characters remaining (500 character max)

Similar to the application process, this is the area where required documents are uploaded to your specific project.

Specifically, the middle section highlights documents needed for Reimbursement Requests

The yellow icons ▲ indicate required documents for this project that must be uploaded before proceeding

Hit Save and Next to continue

(Step 5) Project Attachments: Maps, Road Improvement Plan, Board Minutes (project award), Advertisement for Bid, etc.

LRIPWeb: Key Function #2

Request Reimbursement

Reimbursement Request

Request Status: Pending CHC **Request Number:** 04713 **Program Type:** CHI **County:** Brown **Recipient:** Brown County

[View Project Log](#) [View Comments](#) [View Attachments](#) [Delete Request](#)

- Recipient (Step 1) - Completed
- Improvement (Step 2) - Completed
- Project Location (Step 3) - Completed
- Funding (Step 4) - Completed
- Attachment (Step 5) - Completed
- Terms and Conditions (Step 6) - Started**

Read the Project Compliance Statement and Check the Box

Brown County certifies that the work on the above described project was performed in accordance with all acceptable federal, state, and local rules, laws, ordinances, and standards, the terms and conditions of the "Local Roads Improvement Program State/Municipal Project Agreement," work on the LRIP project is complete and reimbursement is requested.

Recipient: **County:**

Preparer: **Date:**

Project-Related Comments (optional)
Note: All saved comments will be in the top right corner of the screen.

500 characters remaining (500 character max)

[Submit to WisDOT](#) [Save and Exit](#)

The final step – after reviewing the pre-filled fields below, read the compliance statement and check the box if in agreement

Note the County – Title of HOG – Title of Preparer – And the date – (these are also pre-populated)

IF EVERYTHING LOOKS TO BE IN ORDER, HIT "SUBMIT TO WisDOT" to request your reimbursement

Note the: Recipient – Head of Government – Request Preparer

(Step 6) Terms & Conditions – Sign off

2024-25 LRIP Program Cycle

Notes & Reminders

- Identify your projects
- Keep an eye out for your County Highway Commissioners (or facilitators) setting up community meetings
- Register for LRIPWeb (if you haven't already)
 - Familiarize yourself with the program, its functions and what will be necessary with regard to your LRIP application
- Visit the WisDOT webpage: <https://wisconsindot.gov/lrip>
 - Review webinars on the use of LRIPWeb
 - Watch instructional videos: Apply for a New Project, Request Reimbursement

WisDOT LRIP Staff Contacts

DOTLocalPrograms@dot.wi.gov

Merrill Mechler-Hickson
Program & Policy Chief

(608) 261-8977

merrill.mechlerhickson@dot.wi.gov

Tim Olusegun

Policy Supervisor

(608) 266-0254

tim.olusegun@dot.wi.gov

John Moe

LRIP Program Manager

(608) 267-0404

johnx.moe@dot.wi.gov

Benjamin Radue

LRIP Contract Specialist

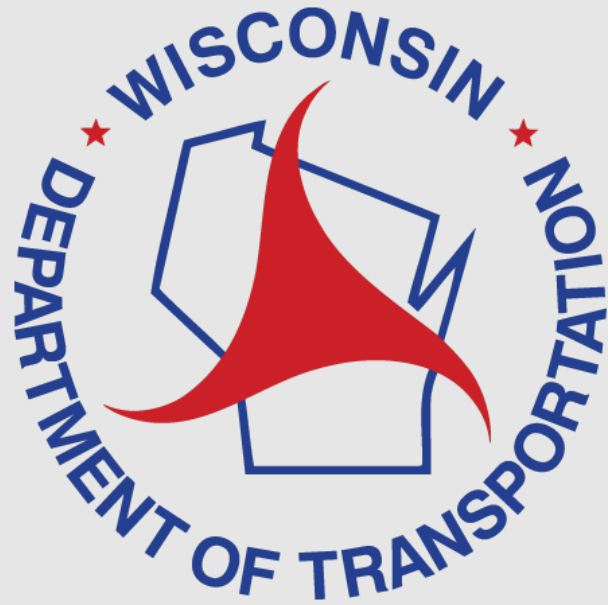
(608) 261-0128

benjamin.radue@dot.wi.gov

Agricultural Road Improvement Program (ARIP)

- New program authorized in the 2023-25 Biennial Budget
 - \$150 million dollars to be awarded in the 2023-25 Biennium
 - Projects may be reimbursed at a maximum 90% state/10% local cost share
 - The legislation requires that the department “prescribe a simple and clear application process” through the development of “an application that does not exceed 2 pages in length” (may streamline with electronic LRIPWeb format which will not exceed 2 pages when pdf’d)
- We are currently examining the legislation and anticipate ARIP application materials being released in early Calendar Year 2024





Questions?