

User Guide TC-06, The Transportation Five Year Plan

Creation of the Five Year Transportation Plan

Each fiscal year, in order to receive their allocation of Federal Lands Transportation Program (FLTP) funds, Regional Transportation Coordinators (RTCs) must submit a regionally-approved Transportation Project Five Year Plan (FYP) to the FWS Headquarters National Transportation Program Manager for approval. The Program Manager reviews and approves the projects in the regional plans, and then submits them in aggregate form to the Office of Federal Lands Highways (FLH) of the Federal Highway Administration (FHWA). RTCs are responsible for creating the Five Year Plan, getting it approved by their Regional leadership and forwarding it on to HQ.

Five Year Plans should reflect the region's highest priorities for advancing its transportation program, priorities which are delineated by the goals and objectives of the Region's Long Range Transportation Plan (LRTP). Each region must have a clearly described project selection process in its LRTP which it uses to create its FYP. The project selection process and regional LRTP will reflect the goals and objectives of the National LRTP, so projects in the FYP meet both regional and national priorities. Projects in the FYP include planning and construction as well as administrative costs for the RTC position.

An FYP must account for the entire annual allocation and carryover funds a region is projected to receive. The FYP breaks projects out by state and by which projects will be done by the Service (force account or by regional engineering divisions) and which ones will be done by FHWA, via the FLH Divisional Offices.

A new Five Year Plan should reflect the completion phases of or rescheduling of projects in the previous plan in earliest years of the plan, and projected new projects in the out years. Construction projects are usually broken into at least three phases spread over three fiscal Years: Preliminary Engineering (PE), Construction Design (CN) and Construction Engineering (CE). The first two years of the FYP should be relatively stable. The annual update and project selection process should be selecting and prioritizing the projects in the out years, and adding emergency projects, or identifying projects to move ahead of previous scheduled projects for funding, permitting or other reasons.

The Program Manager can provide resources and guidance to the RTCs as they prepare the Five Year Plans.