HIGHWAY - RAIL GRADE CROSSING SAFETY PROJECT APPLICATION
RAILROAD QUIET ZONE

North Dakota Department of Transportation, Planning & Asset Management Division
SFN 59142 (09-2012)

Print

Blocks with asterisk are required to be filled out for application processing.

1. APPLICANT INFORMATION

a) Name of City*			
b) Mailing Address*	c) City*	d) State ND	e) Zip Code*
f) Physical Address*	g) City*	h) State ND	i) Zip Code*
j) Point of Contact Name (Last, First)*	k) Point of Contact Title*		
l) Telephone Number*	m) Cell Phone Number	n) Fax Number	o) Email Address

2. PROGRAM INFORMATION & REQUIREMENTS

a) Applicant must provide North Dakota Department of Transportation (NDDOT) with a copy of the Notice of Intent and Final Quiet Zone Assessment as filed with the diagnostic team/review committee and approved by the city. These documents must comply with Federal Railroad Administration (FRA) Guidelines (Title 49 CFR Subpart C 222.43)

b) Applicant must certify availability of funds to cover local match any amount above the grant limits on the project. Applicant must also submit a copy of the governing body's meeting minutes that authorize funding for the project.

c) Applicant may not submit an application until after the Notice of Intent comments or comment period is complete. (Per Title 49 CFR Subpart C 222.39 the public authority must submit a Notice of Intent for comment to the diagnostic team/ review committee. The committee is provided 60 days for comment on the Notice of Intent. The comment period is complete if all committee members have commented, waived comment, or the 60 day window has expired.)

d) No construction may begin without written authorization by NDDOT. Grant funds may only be used for construction costs, not preliminary engineering or final design costs. Grant funds cannot be used for any construction costs incurred prior to written authorization by NDDOT.

e) Applications will be processed and awarded in the order of which they are received.

3. PROJECT INFORMATION

a) Applicant must provide an overview map of the Quiet Zone and the specific crossing locations as an attachment to the application if not already included in the Notice of Intent.

b) Total # of Crossings in the Quiet Zone*:

c) Total Estimated Cost of the Quiet Zone*:$

d) Applicant must complete funding statement (below) for crossings requiring grant funding (**Applicant is responsible for appropriating sufficient funds to cover these costs)

I. Crossing Location (DOT#, Street/Highway #)*:

1. Is crossing on the State Highway System? ☐ Yes ☐ No If Yes, provide Highway #*:	
2. Estimate Cost*:	$
3. Match Funds:	$
4. State Funds (Maximum of $75,000 per Crossing)	$
5. Remaining Installation Costs:	$
6. Total Cost to the Applicant**:	$ 0.00

3. PROJECT INFORMATION continued

II. Crossing Location (DOT#, Street/Highway #)*:

1. Is crossing on the State Highway System? ☐ Yes ☐ No If Yes, provide Highway #*:		
2. Estimate Cost*:	$	
3. Match Funds:	$	
4. State Funds (Maximum of $75,000 per Crossing)	$	
5. Remaining Installation Costs:	$	
6. Total Cost to the Applicant**:	$	0.00

III. Crossing Location (DOT#, Street/Highway #)*:

1. Is crossing on the State Highway System? ☐ Yes ☐ No If Yes, provide Highway #*:		
2. Estimate Cost*:	$	
3. Match Funds:	$	
4. State Funds (Maximum of $75,000 per Crossing)	$	
5. Remaining Installation Costs:	$	
6. Total Cost to the Applicant**:	$	0.00

IV. Crossing Location (DOT#, Street/Highway #)*:

1. Is crossing on the State Highway System? ☐ Yes ☐ No If Yes, provide Highway #*:		
2. Estimate Cost*:	$	
3. Match Funds:	$	
4. State Funds (Maximum of $75,000 per Crossing)	$	
5. Remaining Installation Costs:	$	
6. Total Cost to the Applicant**:	$	0.00

V. Crossing Location (DOT#, Street/Highway #)*:

1. Is crossing on the State Highway System? ☐ Yes ☐ No If Yes, provide Highway #*:		
2. Estimate Cost*:	$	
3. Match Funds:	$	
4. State Funds (Maximum of $75,000 per Crossing)	$	
5. Remaining Installation Costs:	$	
6. Total Cost to the Applicant**:	$	0.00

4. DISCLAIMER AND SIGNATURE

I certify on behalf of the City of*: _____ that all above statements are true and that the aforementioned City agrees to and is in compliance with all NDDOT grant funding requirements.

SIGNATURE	Date

NDDOT Point of Contact:
Jim Styron
Planning & Asset Management Division-
Rail Section
Phone: (701)328-4409
Fax: (701)328-0310

Mail Completed Application To:
North Dakota Department of Transportation
Planning & Asset Management Division
Attn: Rail Section
608 East Boulevard Avenue
Bismarck, ND 58505-0700

Checklist

- ☐ Completed Highway – Rail Grade Crossing Safety Project Application (Quiet Zone).
- ☐ Completed Notice of Intent.
- ☐ Final Quiet Zone Assessment.
- ☐ Copy of the governing body's meeting minutes that authorizes funding for the project.
- ☐ Overview map of the Quiet Zone and the specific crossing locations.

HIGHWAY-RAIL CROSSING SAFETY PROJECT APPLICATION INSTRUCTIONS
(Quiet Zone Project)

Program Background

The sixty second state legislature passed House Bill 1012 which amends and reenacts section 57-43.2-19 of the North Dakota Century Code. The amendment provides funding of up to $230,000 that may be used by the Department of Transportation for additional highway-rail grade crossing safety projects.

Effective 1 July 2011, political subdivisions may apply for grants to establish quiet zones or make individual crossing safety improvements. To obtain a grant, the political subdivision must meet the following requirements:

1. A political subdivision must file an application with the department of transportation for a grant.

2. A political subdivision grant applicant must provide ten percent matching funds for the project costs but no local matching funds are required for a highway-rail grade crossing on a state highway.

3. Grant funds may be allocated for development of railroad quiet zones, installation or upgrading of active warning devices, resurfacing crossings, building of grade separations, and other costs associated with these improvements.

4. An applicant for grant approval for development of a railroad quiet zone shall provide the department of transportation a copy of the notice of intent filed with the federal railroad administration regarding establishment of a proposed quiet zone and copies of any subsequent filings with or orders from the federal railroad administration relating to the notice of intent.

5. Grants provided to political subdivisions may not exceed a cumulative amount of $80,000.

Application Instructions (Quiet Zone)

Items listed below correspond to the respective sections in the Highway-Rail Grade Crossing Safety Project Application (Railroad Quiet Zone) - (SFN59142)

1a-o. Fill in all contact information

2a. The Notice of Intent must complete the diagnostic team's comment period and be approved by the city. The Final Quiet Zone Assessment must be submitted as supporting documentation if the North Dakota Department of Transportation (NDDOT) does not already have the document.

2b. A copy of the city council meeting minutes certifies the applicant has the necessary funding to complete all portions of the project.

2c. This block explains the comment process for the Notice of Intent

2d. A contract agreement must be established prior to start of construction.

2e. Applications must be filled out completely and the Notice of Intent must have been commented on by the diagnostic team/review committee and approved by the respective city prior to the applications being processed.

3a. The overview map must encompass the entire Quiet Zone.

3b Provide the total # of Crossings that exist in the Quiet Zone.

3c. Provide the estimated total cost for the Quiet Zone project.

3d. Fill in blocks 1, 2, and 4 for each crossing that requires funding in the Quiet Zone. Dollar amounts will automatically populate in blocks titled: Match Funds, Remaining Installation Cost, and Total Cost to the Applicant based on the information the applicant provides in blocks 1, 2, & 4.

4. The correct name of the applicant's city will automatically populate in the blanks provided in this section if the correct name is provided in Section 1a.

Checklist
All items identified on the checklist must be submitted prior to or with the completed application before the application can be processed.

Questions
Any questions regarding the program, application, or submission process should be directed to the North Dakota Department of Transportation-Rail Planning representative. Contact information is provided below.

Jim Styron
NDDOT Planning & Asset Management
Division- Rail Section
Phone: (701)328-4409
Fax: (701)328-0310
Email: jstyron@nd.gov

Application Submission
Mail the completed application and all required supporting documentation to the address provided on the last page of the application. NDDOT address is provided below.

North Department of Transportation
Planning & Asset Management Division
Attn: Rail Section
608 East Boulevard Avenue
Bismarck, ND 58505-0700

Application Processing
Completed applications will be processed in the order of which they are received. An application must be completely filled out. It must be accompanied by all the required supporting documentation (see checklist). These criteria must be met before the application can be processed.

Selection Process
Quiet Zone applicants will be awarded grant funds in the order of which they are received.

Examples of Quiet Zone Project Funding

*Funding for Match and Remaining Costs are the responsibility of the applicant.

EXAMPLE #1

	Crossing #1	**Crossing #2 (State Hwy)**	**Crossing #3**	**Crossing #4**	**Crossing #5**	**Total**
Estimate Cost	$38,000	$100,000	$40,000	$88,000	$50,000	$316,000
Match*	$3,800	$0	$4,000	$8,800	$5,000	$21,600
Grant Funding	$0	$80,000	$0	$0	$0	$80,000
Remaining Cost*	$4,200	$20,000	$0	$79,200	$0	$103,400

Example #1 Notes:
-Crossing #2 is on a State Hwy; no local match required
-Crossing #3 is not seeking grant funding
-Remaining Cost on Crossing #1 is due to Grant maximum ($225K) being reached.

EXAMPLE #2

	Crossing #1	Crossing #2	Crossing #3	Crossing #4	Total
Estimate Cost	$38,000	$100,000	$40,000	$88,000	$266,000
Match*	$3,800	$10,000	$4,000	$8,800	$26,6000
Grant Funding	$0	$80,000	$0	$0	$80,000
Remaining Cost*	$0	$10,000	$0	$79.200	$89,200

Example #2 Notes:
-None of the crossings are one a state highway

EXAMPLE #3

	Crossing #1 (State Hwy)	Crossing #2	Crossing #3	Crossing #4	Total
Estimate Cost	$120,000	$100,000	$40,000	$88,000	$348,000
Match*	$0	$10,000	$4,000	$8,800	$22,8000
Grant Funding	$80,000	$0	$0	$0	$80,000
Remaining Cost*	$40,000	$9,000	$36,000	$79,200	$245,200

Example #3 Notes:
-Crossing #1 is on a state highway

EXAMPLE #4

	Crossing #1	Crossing #2	Crossing #3	Crossing #4 (State Hwy)	Total
Estimate Cost	$320,000	$41,000	$120,000	$37,000	$518,500
Match*	$32.000	$4,100	$12,050	$8,800	$48,150
Grant Funding	$80,000	$0	$0	$0	$80,000
Remaining Cost*	$208,000	$0	$108,450	$79.200	$316,450

Example #4 Notes:
-Crossing #4 is on a state highway