

COMPASS Procedure for Resource Development Plan

Approved May 2023

The intent of the Resource Development Team's efforts is to increase the amount of outside resources being invested in the Treasure Valley to implement the regional long-range transportation plan, *Communities in Motion 2050 (CIM)*. The Resource Development Plan is generated annually to provide transparency and obtain COMPASS Board of Directors' approval of funding pursuits for the year.

The plan includes member agency projects submitted through Phase I applications in response to the COMPASS call for projects, as well as major project areas each member intends to focus on during the coming year. The plan also includes COMPASS staff efforts needing outside supplementary funding, as well as a list of potential funding sources.

Approval:

The plan is updated annually and reviewed by the Regional Transportation Advisory Committee for a recommendation to the COMPASS Board of Directors for approval.

Priorities:

COMPASS resource development staff efforts will be dedicated to projects in the following order:

1. Programmed projects that need additional funding due to partial funding in previous years or have increased costs based on new estimates, or for which competitive funding is being sought to replace programmed funding
2. Prioritized needs included in [CIM](#)¹, the [Transportation Systems Management and Operations \(TSMO\) Strategic Plan](#)² (Appendix D), and/or the [Interstate 84 Corridor Operations Plan](#)³ (Page 19)
3. Project applications. This plan includes projects submitted for FY2023-2029 through Apply software in response to COMPASS' annual "Call for Projects."
4. Projects that have a completed preconcept report through the COMPASS Project Development Program

Project Carryover:

Any project previously included in the Resource Development Plan that has yet to receive funding will remain in the plan until the member agency requests or approves its removal. Additionally, the resource development plan will be updated annually to include any long-range studies or plans that have been completed as well as yet to be funded Project Development Program projects with established pre-concept reports. COMPASS resource development staff will review every project listed in the plan with member agency staff at the annual fall outreach meetings to determine whether previously identified projects

¹ CIM - <https://cim2050.compassidaho.org/wp-content/uploads/PriorityProjectListsCIM2050.pdf>

² TSMO -

https://www.compassidaho.org/documents/prodserv/tsmo/COMPASSTSMOPlan_FINAL.pdf

³ I-84 Corridor Operations Plan -

https://www.compassidaho.org/documents/prodserv/tsmo/I84_Ops/COMPASS_I-84_CorridorOperationsPlan_8-12-22.pdf

should remain in the plan. Current Phase I applications will be required for each year the project remains in the plan.

Projects Not in Resource Development Plan:

If a project is not in the current fiscal year Resource Development Plan, the agency should submit a Phase I application in the next available cycle so that the project may gain support from COMPASS in the next fiscal year.

COMPASS Internal Review:

Any grant prepared by COMPASS staff for a COMPASS project, e.g., COMPASS is the submitting agency, must be reviewed by the communication staff and the Executive Director prior to submittal. As soon as resource development staff begin work on a grant application requiring internal review, the following information is provided to the communications staff and the Executive Director:

- Application due date
- Approximate date communications staff will receive draft for review (goal is five days prior to deadline)
- Approximate date Executive Director will receive draft for review (goal is three days prior to deadline)
- Estimated number of pages needing review
- Link to the grant information/requirements

If a member agency requests assistance with a grant application effort, an internal review is not required; however, a review may occur as time permits.

COMPASS Assistance:

The types of grant assistance provided by resource development staff include letters of support and grant assistance such as research, eligibility determination, writing, review, and management.

All requests for letters of support must be submitted to mcarlson@compassidaho.org no later than one month prior to the date the member needs the signed letter returned to them. Letter requests for support from the Governor's Office and/or Idaho Congressional Delegation pursued by COMPASS should be clearly articulated as part of the request and may need to be requested further in advance. Exceptions to the one-month advance notice must be approved by the Executive Director.


Additional Information:

For questions, contact Matt Carlson, Grant Writer and Administrator, at (208) 475-2232 or mcarlson@compassidaho.org.

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Matthew J. Stoll, Executive Director



Date

Link: [Resource Development Plan](#)