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Fiscal Year 2026 and 2027 – Local Grade Separation Program Exhibits 1-2

Exhibit 1 – Project Requirements and Application Process

Requirements

To be eligible for Local Grade Separation Program funds, the applicant must be a city, village, or county road commission. The applicant must use the application format available in Exhibit 2. Projects may be submitted for new grade separation projects, for the repair or refurbishment of existing but closed grade separation projects, or for projects that improve traffic at a rail crossing without a full grade separation, including rail sidings and spurs or projects that reroute traffic to eliminate a crossing. Projects for feasibility studies and preliminary engineering or design will not be considered. All projects must provide at least a 10 percent match on any awarded funding. Evaluation criteria prioritize projects that demonstrate readiness for construction and/or have reached final design. All projects will go through a competitive application and scoring review process. All selected projects will be required to enter into a written agreement with MDOT prior to contract award.

Work Type

Projects may be submitted for new grade separation projects, for the repair or refurbishment of existing but closed grade separation projects, or for projects that improve traffic at a rail crossing without a full grade separation, including rail sidings and spurs or projects that reroute traffic to eliminate a crossing.

Projects for railroad infrastructure such as rail sidings and spurs can be made as direct grants to the local agency.

Projects for highway infrastructure such as new grade separation projects, for the repair/refurbishment of existing but closed or projects on highway infrastructure to reroute traffic to eliminate a crossing shall be let to contract by the department under the following conditions:

- The highway authority has secured department approval of plans, specifications, and estimated costs for the proposed work. The plans shall be prepared by a qualified engineer registered to practice professional engineering in Michigan.

- The highway authority has adequate funds available, in addition to the grade separation funds, to complete the work
- The department shall award and administer the construction contract unless the federal highway administration has authorized the contract to be let by the local agency
- The construction engineering may be done by the engineering staff of the highway authority or by the engineer consultant retained by the highway authority.
- Funds from the grade separation fund shall be used for participating construction costs and construction engineering costs. The costs of preliminary engineering and right of way acquisition are not paid from the grade separation fund.
- Bridge reconstruction and replacement projects shall be designed to meet current American Association of State Highway and Transportation Official's (AASHTO) guidelines.

Participation Level

The project costs may be eligible for a maximum of 90 percent participation, with remaining funds coming from federal and/or local funds. The right-of-way and design engineering costs are not eligible for Local Grade Separation Program funds.

Applications must include a letter of support from the applicable railroad.

Funding from the Local Grade Separation Program can be used as match for federal grant programs including the Rail Crossing Elimination Program.

Site Review for Applications

MDOT personnel will review submitted applications for completeness. The MDOT staff may perform site visits (if necessary), verify appropriate scopes of work, and create written site reports. The applications and the site reports will then be forwarded to the Grade Separation Review Committee for their review and rating.

Project Estimate vs. Application Estimate

If, at the grade inspection stage, the project estimate exceeds the application estimate by more than twenty percent, the Grade Separation Review Committee may review the project. The Committee can decide to accept the project at the increased estimate, cap the project at a percentage above the application estimate, or request an application for additional funds to be submitted in the next call for projects. Due diligence must be taken in getting the most reasonable application estimates.

Bridge Application Package and Submission

Please be sure your project application information is correct and have your signed resolution, cost estimate, location and detour maps, project narrative, letters of support, and photos ready to include as attachments. See Exhibit 2 for further details. Applicants will be notified of status of application within 180 days of the submittal date.

Applications can be submitted electronically using MDOT-Grade-Separation@Michigan.gov. Application file size is limited to 10MB.

Exhibit 2 – Application Requirements

Submit a narrative which includes the following:

- **General Information**

- The responsible local agency contact person's name, title, e-mail, mailing address, and telephone number.
- Clearly indicate whether the application is for a new grade separation project, for a repair or refurbishment of existing but closed or at risk of closure within 5 years grade separation project, or for a project that improves traffic at a rail crossing, including rail sidings and spurs, without a full grade separation. Identify the support from the applicable railroad and include the letter of support as an attachment.
- Identify the project development status, such as if ROW has been obtained and percent of design complete, and when the project will be ready for construction.

- **Criticality of Route**

- A section identifying key data regarding the criticality of the route, including: average daily traffic, percent truck traffic, detour length, distance to emergency facilities, is the route on the National Highway System, is there crash history at the closure, is there crash history on the detour route?
- A section explaining the economic importance of the project to the area served (such as proximity to a railyard or rail-served manufacturing facility that could cause blockages; proximity to medical facilities, fire station or EMS). Identify any letters of support from first responders and include as an attachment to the application.
- In a short paragraph, if there is currently a detour for the crossing, explain "Existing detour currently affects". Identify if the route creates an isolated area or dead-end during a rail-crossing.
- If it is an existing grade separation project and the structure is closed, what year the structure was closed. If the structure is at risk of closure in the next 5 years, describe the condition issues that place the structure at risk. Explain the impacts of a detour if the structure is closed or at risk of closure.

- **Criticality of Rail**

- Identify the number of crossings that would be positively impacted by the project
- Identify the average time of blocked traffic per crossing or provide an explanation on the frequency and duration of blocked crossings.
- Identify the average number of trains that pass the crossing on a daily and weekly basis.

- **Location**

- Submit a legible map (8 ½" X 11") showing:
 - Emergency facilities such as fire stations, hospitals or police stations.
 - Schools and other significant traffic generating facilities.
 - The alternate routes or detours which must be used because of load limits or closures.

- For all applications, include a minimum of four photographs of the following:
 - Two photographs of the roadway, showing the route's alignment in each direction.
- **Costs and Participation**
 - Submit a detailed breakdown of the estimated construction and construction engineering costs. Detail should be sufficient to allow a reviewer to understand all elements of the project. Be sure to include costs for railroad oversight, flagging and Right of Entry (ROE) costs in the application. Clearly indicate funding provided by owner participation or existing grant funding as well as costs requested through this application. Municipal Utility relocation costs within the project limits are eligible for funding and should be detailed in the estimate.
 - Submit a current resolution, signed and dated, from the governing board supporting the project. Any application not containing a signed resolution will be considered incomplete and will be rejected.
 - Any application that is not complete will be rejected.
 - After the applications have been reviewed and projects have been selected for funding, all non-funded applications will be discarded.

Submit Applications:

By E-mail: MDOT-Grade-Separation@Michigan.gov
Application conversion to pdf is required do NOT scan applications. File Size is limited to 10 MB per email.

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