



Guide to MnDOT Capital Project Selection

Transportation Programs, Transit, Facilities, Local Highway Safety, Rail, Ports, Aeronautics,
and Electrical Vehicle Infrastructure

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Contents

Introduction	3
Plain Language Summary of MnDOT Project Selection	3
Overview	3
What this Guide Covers and Does Not Cover	3
What is Project Selection?	4
Decisions Made Before Project Selection	4
Role of Public and Stakeholder Involvement	5
Environmental Justice and Equity	5
Project Selection Processes	6
Uses of Scores and Transparency	7
Programs	7
Future Updates and New Programs	7
Rail Grade Separation Program	8
Greater Minnesota Transit Capital Program	9
Safety Improvements on Crude Oil Corridors	13
Facilities Capital Improvement Program	14
Minnesota Rail Service Improvement Program	17
Port Development Assistance Program	19
Airport Projects Funded Entirely with State or Local Funds	21

Introduction

This Guide is a technical companion to the Minnesota Department of Transportation's Project Selection Policy, required by Minnesota Laws 2021, First Special Session, Chapter 5, Article 4, Section 134.

Plain Language Summary of MnDOT Project Selection

As required by MnDOT's Project Selection Policy, MnDOT uses a scoring process to prioritize and select capital projects. Although project selection procedures and criteria vary significantly among the programs outlined in this Guide, they all share the following core elements.

1. MnDOT will use an objective and transparent process to:
 - evaluate, prioritize, and select all capital projects,
 - award grants for capital projects; and
 - allocate funding or resources for capital projects, including trunk highway and general obligation bonds.
2. MnDOT will document and make publicly available for each selection process or program:
 - criteria and process for assigning a numeric score and selecting projects
 - list of candidate projects considered
 - scores assigned to projects and reasoning behind selection decisions not included in the score
3. MnDOT will use pre-determined, defined criteria to assign numeric scores in all selection processes subject to the policy. The numeric scores will inform selection decisions, but MnDOT may consider other factors in addition to the numeric score. Any additional factors considered will be documented.

Overview

What this Guide Covers and Does Not Cover

This Guide discusses the evaluation, prioritization, and selection of capital projects for transportation programs required by [Minnesota Laws 2021, First Special Session, Chapter 5, Article 4, Section 134](#).

A capital project is defined as a project to purchase, replace, or recondition the physical assets that make up the transportation system and is eligible for capital expenditure. Capital expenditures include land acquisition, predesign, design, construction, major remodeling (if it adds to the value or life of a building and is not of a recurring nature), and other improvements or acquisitions of tangible fixed assets of a capital nature. General operating expenses, overhead, master planning, maintenance, operating costs, and personal property are not qualified expenses. Equipment is not eligible unless purchased and installed upon initial acquisition and construction of a building, expansion or major remodeling and needed for the governmental program to be operated.

The prioritization and selection of capital construction projects on state owned highways either delivered by or selected by MnDOT may be found in the [Guide to MnDOT Highway Construction Project Selection](#) and are not covered in this Guide.

Additionally, this Guide does not cover:

1. Non-capital construction projects
2. Programs for which MnDOT does not make the selection decisions
3. Programs exempted by [Minnesota Laws 2021 First Special Session, Chapter 5, Article 4, Section 134](#):
 - Safe routes to school program under Minnesota Statutes, section 174.40
 - Local bridge replacement program under Minnesota Statutes, section 174.50
 - Local road improvement program under Minnesota Statutes, section 174.52
 - Highway railroad grade crossing-warning devices replacement
 - Statewide freight safety improvements
 - Airport capital improvement program
 - High priority bridges for the trunk highway system

Finally, this Guide does not describe how transportation is funded or provide details on the processes MnDOT uses to determine how much money is available for specific types of projects and how much money is distributed to each part of the state.

What is Project Selection?

Project selection is the decision to fund a capital project and add it to the list of projects to be constructed. The selection of a capital project is one decision point in a long series of decisions that shape the projects that get constructed.

Project development refers to the process of taking a capital project from an identification of a need through construction. The level of project development that has occurred at the time a capital project is selected varies by project type. While MnDOT selects capital projects as much as ten years in advance of construction, most project development activities do not start until five to six years before construction. The primary responsibility for capital project development falls upon the party that owns, operates, and maintains the asset once built or improved.

This Guide focuses on the capital project selection decision, not the full range of decisions that are part of the capital project development process.

Decisions Made Before Capital Project Selection

MnDOT's selection of capital projects follows the policy direction established in the Statewide Multimodal Transportation Plan. The Statewide Multimodal Transportation Plan establishes overarching objectives, strategies, and performance measures for the state highway system as well as the rest of the transportation system in Minnesota. In addition to the Statewide Multimodal Plan, there are other more

detailed plans that are specific to a program or transportation mode. These plans are referenced in the program summaries included in the next section.

Role of Public and Stakeholder Involvement

The public and stakeholders influence MnDOT-funded capital projects through participation in the planning, programing, and project development processes.

MnDOT conducts public and stakeholder involvement when developing the Statewide Multimodal Transportation Plan, and other plans, which set the framework for capital project selection and how projects are developed.

While involvement in the planning process and project development offer the greatest opportunity to influence the capital projects MnDOT delivers, the public and stakeholders have the ability to review and comment on MnDOT's capital project selection decisions.

In urban areas with populations of 50,000 or more, capital project selection happens as part of a cooperative, continuous, and comprehensive planning process between MnDOT and a Metropolitan Planning Organization.¹ All federally funded and regionally significant MnDOT highway construction and transit projects within MPO planning boundaries must be included or consistent with the metropolitan long-range transportation plan and included in the region's four-year Transportation Improvement Program (TIP). Each MPO in the state posts their draft TIP for public review and comment.

Tribal Coordination and Consultation

Minnesota is home to 11 federally recognized reservations or communities and 12 federally recognized sovereign governments. Each tribe is a separate sovereign nation. Unique unto itself, each tribe has an independent relationship with the United States and the State of Minnesota. The sovereignty of tribes is formally recognized by the State of Minnesota in [Minnesota Statutes §10.65](#), [Executive Order 19-24](#) signed by Governor Tim Walz, and [MnDOT's Tribal Nations Policy](#).

Meaningful coordination throughout the project selection process with relevant tribal officials is mandatory and applies to all projects located within a reservation's boundaries, projects identified in coordination with tribes, and projects that may impact tribal interests (i.e., environment and climate change, access to hotel/casino, employment and contracting, cultural resources and history, jurisdiction, etc.). In addition to regular coordination between MnDOT and tribes, specific project selection coordination meetings may be needed.

More information and resources are available on [MnDOT's Tribes and Transportation webpage](#).

¹ The metropolitan planning process is a federal requirement under 23 USC 134 (j). More information about the state's eight MPOs is available at: <https://www.dot.state.mn.us/planning/program/mpordcatp.html>

Environmental Justice and Equity

Consistent with Title VI of the 1964 Civil Rights Act and Presidential Executive Order 12898,² MnDOT works to ensure the full and fair participation of potentially affected communities in the transportation decision-making process. MnDOT specifically reaches out to low-income and minority populations when developing plans and during the project development process. For capital projects impacting interests of Native Nations, MnDOT directly consults with the affected Tribal Nation(s).³

MnDOT also analyzes the potential impact of the department's plans and capital projects both at the system level and for each individual project.

During the capital project selection process, MnDOT must consider two fundamental principles of environmental justice:

- To avoid, minimize or mitigate disproportionately high adverse human health and environmental effects, including social and economic effects, on minority and low-income populations.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

For most of MnDOT's capital project selection processes, the positive or adverse impacts of candidate capital projects on environmental justice populations are not well known at the time capital projects are selected. Determining the potential adverse impacts and/or benefits of a capital project requires significant analysis, which is completed during the capital project development process. When information is known about a candidate capital project's impact and benefits, MnDOT incorporates those considerations as well as the geographic distribution of high scoring capital candidate projects as qualitative factors in the decision to select or not select a capital project.

For processes that select capital projects where MnDOT is more confident these types of capital projects will benefit adjacent environmental justice populations, MnDOT includes environmental justice in the score of candidate capital projects.

Beyond the requirements of Title VI and the executive order, MnDOT is currently studying equity and engaging communities in conversation about how transportation affects equity. The initiative will further define equity and may identify additional opportunities to include equity and environmental justice in capital project selection and scoring.

Project Selection Processes

MnDOT selects capital projects within categories based on types of capital projects and within specialty and competitive programs. Each category and program has a separate process to evaluate, prioritize and select capital projects.

² https://www.fhwa.dot.gov/environment/environmental_justice/

³ For more information on Minnesota Tribal Nations Government-to-Government Relationship with MnDOT, see: <http://www.dot.state.mn.us/policy/admin/ad005.html>

Uses of Scores and Transparency

Based on the requirements of the Project Selection Policy, MnDOT uses data-driven processes to prioritize candidate projects based on numeric scores.

MnDOT will use pre-determined, defined criteria to assign numeric scores in all selection processes subject to this policy. The numeric scores will inform project selection decisions, but MnDOT may consider other factors in addition to the numeric score. When MnDOT does not select a high scoring project or selects a lower scoring project, MnDOT will provide a short explanation for the reasoning behind the selection in addition to the project score.

Interpreting Scores

Each category of capital project and every specialty and competitive program has a method to assign a numeric score. The score represents a relative priority within that category of capital project or program. Scores cannot be compared across categories or programs.

Programs

MnDOT manages a variety of specialty programs with specific objectives. The following programs were identified in the Session Law and are included in this Guide:

- Rail Grade Separation Program
- Greater Minnesota Transit Capital Program
- Safety Improvements on Crude Oil Corridors
- Facilities Capital Improvement Program
- Minnesota Rail Service Improvement Program
- Port Development Assistance Program
- Airport Projects (funded entirely with state or local funds)

Future Updates and New Programs

MnDOT will annually review and revise the criteria and methodology for each capital project selection process to incorporate new research and guidance, changes in state or federal law, updates to state plans or policies, stakeholder feedback, and lessons learned from implementing the new capital project selection policy.

When changes are made, MnDOT will revise this Guide and note how the changes will affect already selected capital projects.

Programs that are under development and will be included in future revisions are:

1. Greater Minnesota Local Highway Safety Improvement Program
2. Electrification Station Improvements

Rail Grade Separation Program

This program is inactive and not currently included in this Guide.

Greater Minnesota Transit Capital Program

Purpose

The Greater Minnesota Transit Facilities and Large Capital program provides both State and Federal funding assistance for the purpose of maintaining, improving, and expanding transit-related assets to advance state of good repair, improve operational efficiency, and enhance the safety and experience of transit users.

Quick Facts

Topic	Detail
Statutory reference(s)	Minn. Stat. §174.24 , BIL Section 5339, Bus and Bus Facilities.
Frequency of capital project selection	Annual
Approximate annual funding	Greater Minnesota Transit Facilities and Large Capital projects were funded at a statewide average of \$6.5M per year from 2019-2021.
Funding Source	State Greater Minnesota Transit Assistance Account (GMTA) Funding, Federal Formula Funds (Section 5339, Buses and Bus Facilities), General Funds, and State General Obligation Bonds as available.
How many years before construction are projects selected	1 to 4 years.

Where do potential capital project ideas come from?

Capital project ideas are solicited from current local transit providers through an application process. Currently there are 28 rural and 7 small urban transit systems providing service throughout the state.

Criteria Used in Capital Project Selection

MnDOT's Office of Transit and Active Transportation (OTAT) annually updates its four-year program and solicits for new capital projects.

In the 2022 solicitation OTAT used the following criteria for Facilities and Large Capital project prioritization:

Criteria	Points Available	Data Source/Basis
Documentation of Need	25	Annual Facility Inspection Report Or Documentation of communication to OTAT Facility Coordinators of need.
Renovating Existing Facility-Extending Useful Life	15	Application from Narrative
Improving Operational Efficiency	15	Application Form Narrative
Planning and Local/Regional Prioritization	15	Application Form Narrative. Demonstrated Alignment with Transit Development Plan (small urban), 5-year Transit Improvement Plan (rural) or other local or regional plan.
Improve Public Safety or Transit User's experience	10	Application Form Narrative
Contract Compliance	10	Most current Operating Grant Pre-Award Risk Assessment
Mitigate Environmental Impacts	10	Application Form Narrative

Scoring Process

OTAT updates its four-year Facilities and Large Capital program through an annual solicitation. New capital projects can be included in any of the four years of the program but are most likely to be listed in the fourth year. Capital projects selected for years two to four are updated annually with revisions made to scope and cost. If there is a significant change in scope or cost estimate, the applicant must re-apply.

Facilities and Large Capital are evaluated and scored by a review committee. The committee includes staff from both OTAT and other MnDOT Offices. Committee members develop preliminary scores for each application then convene to discuss applications and finalize scores.

The solicitation occurs annually. As part of the solicitation preparation, the scoring criteria and weighting are evaluated to ensure they continue to meet OTAT's program objectives and priorities.

Stakeholders' Role

Capital Projects

Transit agencies are the source of all applications for Facilities and Large Capital projects/funding. As part of the application, transit agencies and their governing boards commit to providing a local share

(typically 20% of total project cost). Systems are asked for their preferences in timing projects and OTAT accommodates these preferences when feasible.

After each annual solicitation, capital project award letters are published. Metropolitan Planning Organizations incorporate small urban transit capital projects into their Transportation Improvement Programs (TIPs) which are ultimately incorporated into the Statewide Transit Improvement Program (STIP).

Planning

Statewide, regional, and local plans are the foundation of both capital project proposals and selection criteria. Transit stakeholders and the public are engaged in the development of transit plans at all levels.

Statewide: Greater Minnesota Transit Investment Plan

Updated on a five-year cycle, the Greater Minnesota Transit Investment Plan establishes and refines both the investment priorities and strategic direction for transit in Greater Minnesota.

Small Urban Transit: Transit Development Plans

In urbanized areas (with a population of 50,000 or more), federal planning law (49 U.S.C. 5303) calls upon local officials to cooperate with states and public transportation providers in undertaking a continuing, comprehensive, and cooperative (3C) multimodal transportation planning process. Well-organized, inclusive transportation planning can help a region meet current needs while preparing for future challenges.

Rural Transit: Five-Year Transit System Plans

The first iteration of the Five-Year Transit Systems plans was completed in 2019 for each of the 28 rural transit systems. Written plans for each of 30 rural transit providers project five years into the future. The plans identify transit need/demand based on area demographics, budgeting based on varying economic scenarios, consider cost/benefits of service expansion options, and contain strategies for tracking and improving performance metrics.

Criteria and Process

Most criteria are derived from the Greater Minnesota Transit Investment Plan (GMTIP) and can be traced back to a plan objective or strategy. Other criteria are used to assess feasibility/readiness of the project.

OTAT Leadership meets semi-annually to consult with a Transit Advisory Committee (TAC) made up of transit systems. The TAC is open to all eligible transit recipients in Greater Minnesota. The TAC reviews the solicitation parameters and the funding targets, that is, the amount of available transit funds going to a particular category such as “facilities and large capital” in a given year.

Other Information

Publication of Scores

Scores are not included in the STIP, however, OTAT publishes the final selected capital project lists. OTAT also publishes a separate report with the capital project selection and scoring results. This report will be posted on the [OTAT website](#) and updated annually to reflect the results of the current year capital project selection.

Four Year Preliminary Capital Project List

The 4-Year Preliminary Capital Project Reports detail OTAT's capital investments for the next four years for Greater Minnesota Transit. The Preliminary Capital Project Reports are updated frequently to remove capital projects that are moving to contract status, adjust timing of existing planned capital projects, and add new planned capital projects. The primary purpose of the documents is to communicate programmed replacement vehicles and planned large capital transit projects over the next 4 years. (See [Facilities/Large Capital Preliminary Project List](#))

Safety Improvements on Crude Oil Corridors

This program is inactive and not currently included in this Guide.

Facilities Capital Improvement Program

Purpose

The Facilities Capital Improvement Program exists to fund MnDOT district headquarters and maintenance facilities across the state as well as special service sites. Maintenance facilities most often include truck station campuses and their individual buildings. These buildings include truck station warm storage to shelter maintenance employees and major maintenance equipment, unheated storage, salt shelter and covered bins. Special service sites (Arden Hills Training Center, Central Shop, Materials Lab and MnROAD) also have a variety of capital projects.

Quick Facts

Topic	Detail
Statutory reference(s)	None
Frequency of capital project selection	Annual
Approximate annual funding	\$14M capital on average over the last three years; \$58M bonding received from 2020 legislature for use over the next four+ years.
Funding Source	Trunk Highway (2700) funds, Appropriation (T790659); and legislative funding (bonds or cash)
How many years before construction are projects selected	Major capital projects are selected four or more years from construction start

Where do potential capital project ideas come from?

Project ideas are developed within the districts and special service sites in coordination with Building Services. Capital projects are often developed based on facility and site condition and operational deficiencies created by increasingly larger maintenance equipment operating on sites and in buildings that are much too small. Other factors include increasing lane mileage to a service area, necessitating the construction of larger buildings at existing campuses or new truck station campuses.

Criteria Used in Capital Project Selection

Each year, Building Services Section-Planning solicits the eight districts and four special service sites, requesting a review of previously nominated capital projects and addition, subtraction, and prioritization of their respective lists. Districts provide two separate lists:

1. New truck station campuses and truck stations, renovations and/or additions for individual truck stations and warm storage buildings; and
2. new unheated storage and covered bin buildings which tend to be less expensive and can be placed into gaps in the budget.

The four special service sites are requested to nominate new buildings, renovations and/or additions to existing buildings, and warm and unheated storage where appropriate. Individual salt shelter projects will continue to focus through 2024 on replacing structures that may have structural flaws. District liquids (brine, beet, and other solutions) buildings are built as needed using a setaside.

Criteria were established several years ago by BSS Planning and agreed upon by the Facilities Program Investment Committee (FPIC).

Criteria	Points Available	Data Source/Basis
Facility condition assessment (FCA)	25	FCAs updated every three years by BSS and district staff using standardized processes
Operational deficiencies	35	Fixed score from 2016 deficiency assessments
District/Special Service Site priority	20	Updated in annual solicitation by districts and special service sites

Scoring Process

Capital projects are scored using facility condition, operational deficiency, and district priority scores. Facility condition is determined by an every third-year assessment by trained BSS staff in coordination with district and special service site staff. Operational deficiencies were assessed in 2016 and are a mostly static number unless major equipment or building changes have occurred. District priority is requested annually in the fall. BSS staff determines a campus and building score based on these numbers.

Stakeholders' Role

FPIC, consisting of membership from the eight districts and four special service sites, is the facilities stakeholder group. FPIC reviews the capital projects placed in the draft four-year program and 10-year plan and in consultation with BSS staff, approves capital projects for placement, first in the four-year program, next in the fifth year (the +1), and then the remainder of the planned years (6-10). Approval is in January of every year.

Other Information

Publication of Scores

BSS has historically not published scoring results. Starting in 2023, scoring of capital projects will be published and placed along with the approved four-year program and posted on the MnDOT website under Building Services (Central Office).

Projects in the facilities capital program are not placed in the STIP as they are not SRC-funded. Safety rest area and weigh scale projects are in the STIP because they are SRC funded but they are not considered programmed capital projects in the facilities program.

Minnesota Rail Service Improvement Program

Purpose

The MRSI Program provides state funding assistance for the purpose of improving freight rail service in the state. The MRSI Program provides grants and loans for freight rail service improvement projects that support economic development in accordance with Minnesota Statutes §222.50.

Quick Facts

Topic	Detail
Statutory reference(s)	Minn. Stat. §222.50
Frequency of capital project selection	Following an appropriation to the program. Typically, once each fiscal year if funding is appropriated.
Approximate annual funding	\$6.5 million
Funding Source	State legislative appropriations, can be state General Funds, State G.O. Bond funds
How many years before construction are projects selected	Under 1 year to 4 years

Where do potential capital project ideas come from?

Capital project ideas come from grant recipients who propose capital projects as part of their response to funding solicitations.

Criteria Used in Capital Project Selection

The program managers collaborated with DEED to identify selection criteria that align with program enabling statute.

Criteria	Points Available	Data Source/Basis
Project Summary	15	Applicant provides description of overall scope of the proposed project and how it will be accomplished
Rail Service Impacts	30	Applicant provides information on impacts on rail service and the overall transportation system
Economic Impacts	30	Applicant provides information on return on investment based on the economic impacts of the proposed project
Equity	15	Applications are evaluated for their impact on areas of environmental justice concern using data from MPCA

Environmental Impacts	15	Applicant provides information on the potential environmental impacts of the proposed project
Project Readiness	5	Applicant provides information on project readiness
Project Funding	20	Applicant provides information on total project cost and amount of grant funding requested

Scoring Process

Program staff assigns scoring to quantitative application responses based on the quantitative responses. A selection committee of transportation, railroad, and economic development experts from MnDOT and DEED score the qualitative question responses.

Stakeholders’ Role

Currently no stakeholders have a role in project selection.

Other Information

Publication of Scores

Scores will be published on the Minnesota Rail Service Improvement Program website once evaluation information for the solicitation is public.

Port Development Assistance Program

Purpose

The purpose of the port development assistance program is to provide funds to commercial navigation facilities to expedite the movement of commodities and passengers on the commercial navigation system; enhance the commercial vessel construction and repair industry in Minnesota; and promote economic development in and around ports and harbors in the state.

Quick Facts

Topic	Detail
Statutory reference(s)	MN Rule 8895.0500
Frequency of project selection	Following an appropriation to the program. Usually every bond year.
Approximate annual funding	Varies. \$500,000 - \$14 million. Average \$8 million over last three bond-year appropriations.
Funding Source	State legislative appropriations, usually GO Bonds, occasionally general funds.
How many years before construction are projects selected	Usually about six months following appropriation

Where do potential capital project ideas come from?

Capital project ideas come from the self-identified needs of the recipients (public port authorities).

Criteria Used in Capital Project Selection

Criteria are established by rule and include:

1. Economic considerations
2. Safety considerations
3. Criteria for ranging capital projects

Criteria	Points Available	Data Source/Basis
Expedites, retains, or improves the movement of cargo.	50	MN Rule 8895.0500
Expedites, retains, or improves the movement of passengers	50	MN Rule 8895.0500
Enhances the commercial vessel construction and repair industry.	50	MN Rule 8895.0500

Promotes identifiable economic development in and around the port and harbor.	25	MN Rule 8895.0500
Produces a regional or community benefit independent of an individual facility.	25	MN Rule 8895.0500

Scoring Process

Scoring team assembled, usually several from OFCVO, one from OTSM, one from Department of Employment and Economic Development (DEED).

Following the bill passage, and after consultation regarding timeline with all the known potential applicants (a very small group), a state register notice of funds available is publicized. Shortly after that, reviewers are provided applications (has never been more than six) a few weeks in advance of a scoring meeting. Scores are provided to program manager by reviewers, sometimes at that meeting, sometimes following. Occasionally a follow-up meeting is required. Once projects are scored and ranked, award notices go out to grantees after approval by OFCVO Office Director.

Stakeholders’ Role

Currently no stakeholders have a role in capital project selection.

Other Information

Publication of Scores

An announcement of capital projects awarded, and award amounts are published in a press release. Applications not receiving awards due to scores (as opposed to eligibility issues) have been extremely uncommon. Scores are not published in the STIP.

Airport Projects Funded Entirely with State or Local Funds

Purpose

State Airports Fund money may be used in the planning, acquisition, construction, improvement, maintenance, and operations of airports and other air navigation facilities. The appropriation-level split is determined by MnDOT annually and is largely based on historical spending.

The airport development and assistance budget is divided into three programs:

1. 15% for construction, maintenance, and operations of state-owned navigational aids at airports
2. 60% state-aid to local government for “airport development,” including, among other items, construction projects at airports
3. 25% state-aid to local government for maintenance and operations of airports. Note: This is distributed by formula, not capital, and is not subject to this Guide.

Quick Facts

Topic	Detail
Statutory reference(s)	Minn. Stat. §360.017
Frequency of project selection	Annually
Approximate annual funding	\$17.5 Million
Funding Source	State Airports Fund
How many years before construction are projects selected	0-3 Years

Where do potential project ideas come from?

The airport development pool of projects, from which funded projects are selected, is made up almost entirely of projects requested by the airport sponsors in the annual Capital Improvement Program (CIP). The navigational aids projects are identified by MnDOT based on an inventory of navigational aids that are beyond their useful life and working with airport sponsors.

Criteria Used in Project Selection

Each program uses its own criteria to prioritize and select projects.

Navigational Aids

Navigational Aids will be prioritized for the first time in fiscal year 2023. Airports are expected to put “new” installations in the CIP, and these will be ranked along with replacement projects. Though most of these facilities are owned by MnDOT, there is still a need to prioritize and select projects due to limited funding. Projects are assigned a score based on the criteria below:

Criteria – Nav Aids	Points Available	Data Source/Basis
Safety	20	Safe environment for contractors and pilots
Equipment Obsolescence	35	Relevance, support, condition, age
Surroundings (technology)	10	Utilities, enclosures
Expansion - Airport	10	Need for moving/siting criteria
Saturation	20	Nearby similar systems
Use	5	Airport need/use - medical carrier, military, flight school

The projects with the highest scores are funded until the money available for the fiscal year is exhausted.

Airport Development

In 2009, MnDOT in consultation with the Minnesota Council of Airports developed scoring criteria for the airport development program. This process looked at Federal Aviation Administration (FAA) criteria for airports, other states’ scoring systems, and MnDOT priorities. This criterion was first used in 2010 and was included in the 2012 State Aviation System Plan (SASP). The criteria used includes the purpose of the project, airport classification, component of the airport, and type of airport project.

Scoring Process

For Airport Development, airports input requested projects into the Capital Improvement Program (CIP). MnDOT provides CIP data to the FAA as the source for the Airport Capital Improvement Program (ACIP), the aviation equivalent of the STIP. A portion of the budget is automatically set aside to support federal projects by paying a portion of the local share and providing state assistance for federally ineligible items in the project. Typically, this comprises approximately 1/3 of the airport development budget.

State and local projects are scored once a year. This also includes some non-Capital projects, such as planning and equipment. These projects are assigned a priority score based on four criteria and formula as depicted in the graphic below. The remaining two-thirds (2/3) of the airport development budget is applied to top scoring projects according to its priority score.

Priority Score = 0.25P(S+1.4P+C+1.2T)

P	S	C	T
Purpose of Project (0 to 10 points)	Airport Classification (2 to 5 points)	Component of Airport (0 to 10 points)	Type of Airport Project (0 to 10 points)
10 = Safety/Security 9 = Statutory Emphasis Programs 8 = Planning/Environment/Reconstruction 7 = Capacity 6 = Standards 4 = Other	4 = NPIAS Key Airport 3 = NPIAS Intermediate Airport 2 = NPIAS Landing Strip 5 = Non-NPIAS Intermediate Airport 4 = Non-NPIAS Landing Strip	10 = Runway 9 = Seaplane, Helipad 8 = Taxiway 7 = Homes, Land, Other, Public Building, Planning 5 = Apron 4 = Ground Transportation, New Airport 3 = Building 1 = Terminal 0 = Financing	10 = Construction (CO), Obstruction Removal (OB), ARFF Vehicle (RF) 9 = Master Plan (MA), RW/TW Signs (SG) 8 = Improvements (IM), Lighting (LI), Safety Zone – RPZ (SZ), Visual Approach Aids (VI), Weather Reporting (WX) 7 = Instrument Approach Aid (IN) 6 = Development Land (DV), Extension/Expansion (EX), Security Improvement (SE) 5 = Miscellaneous (MS) 2 = Fuel Farm Development 1 = Parking (PA) There are additional “T” Type Points, but the above “T” Points reflect the ones used in develop the estimated costs for this Plan.

Stakeholders’ Role

The pool of projects, from which funded projects are selected, is made up almost entirely of projects requested by the airport sponsors on the annual CIP.

The planning process for airports is not governed by the federal surface transportation bill. It is governed by the federal aviation bill, a separate process. As such, Metropolitan Planning Organizations (MPOs) and Area Transportation Partnerships (ATPs) generally have no required role in airport planning work. Federally funded airports are required to periodically prepare an airport master plan.

States periodically conduct a State Aviation System Plan. The State Aviation System Plan sets a vision for aviation in Minnesota, sets performance measures for airports, and helps airports identify needed projects.

Other Information

MnDOT is finalizing its State Aviation System Plan (SASP) which sets a vision for aviation in Minnesota, measures the performance of the system, and identifies needs of the system. The SASP is a collaboration, created through extensive public outreach and stakeholder involvement. This plan, once adopted, is expected to help guide funding in the future and will likely result in a change to the way MnDOT prioritizes and scores projects.

Publication of Scores

Scores will be published on the Aeronautics and Aviation – Funding and Grants website.