

XVII. IRR High Priority Program (IRRHPP)

Overview. The intent of the IRR High Priority Project (IRRHPP) program is to provide funding to Tribal governments whose annual IRR allocation is insufficient to complete its highest priority projects and for emergency/disaster projects as defined in 25 CFR 170.206.

Statutory/Regulatory Requirements. The IRRHPP is a special funding pool that can be used:

- (1) By a Tribe whose annual allocation is insufficient to complete its highest priority project;
- (2) By a governmental subdivision of a Tribe that is authorized to administer the Tribe's IRR Program funding and whose annual allocation is insufficient to complete its highest priority project; or
- (3) By any Tribe for an emergency/disaster on any IRR transportation facility.

Eligible applicants may have only one IRRHPP application pending at any time. This includes emergency/disaster applications.

IRRHPP funds cannot be used for transportation planning, research, routine maintenance activities, and items listed in 25 CFR 170.116.

Guidelines/ Procedures.

- A Tribe may apply for IRRHPP funds by submitting a complete application for a non-emergency disaster project (**see Example 17.1**) to the FLH HPP Coordinator by November 30 for first level review.
- However, an emergency/disaster application (**see Example 17.2**) may be submitted at any time during the fiscal year.
- Applications are forwarded to the BIA by December 31.
- Eligible applicants may have only one IRRHPP application pending at any time. This includes emergency/disaster applications.
- Projects will be ranked and funded based on criteria identified in 25 CFR 170.209. IRRHPP funds cannot be used for transportation planning, research, routine maintenance activities, and items listed in 25 CFR, 170.116.

Non-Emergency Disaster Project Application Timeline:

By...	
November 30	Tribe submits complete application to the FLH HPP Coordinator for first level review
December 31	HPP Review Committee forward applications to BIA
By...	BIA will...
January 31	Notify all applicants and Regions in writing of acceptance of applications.

March 31	Coordinate with FLH to rank all accepted applications in accordance with Appendix A to Subpart C, develop the FPL, and return unaccepted applications to the applicant with an explanation of the deficiencies.
April 15	Notify all accepted applicants of the projects included on the FPL.
May 15	Distribute funds to BIA Regions or in accordance with procedures of the Office of Self-Governance for selected IRRHPP.

Appendix A to Subpart C—IRR High Priority Project Scoring Matrix

Score	10	5	3	1	0
Accident and fatality rate for candidate route¹	Severe	N/A	Moderate	minimal	No accidents
Years since last IRR construction project completed.	Never	Last project more than 10 years ago	Last project 5-9 years ago	Last project within last 1 to 4 years	Currently has project
Readiness to Proceed to Construction or IRRBP Design Need	PS&E Complete and approved	Bridge Replacement PS&E development Project	Bridge Rehabilitation PS&E development Project	Non-bridge PS&E development Project	
Percentage of Project matched by other funds	N/A	80 percent or more by other funds	20 – 79 percent by other funds	1 – 19 percent	No other funds
Amount of funds requested²	N/A	250,000 or less	250,001 – 500,000	500,001-750,000	Over 750,000
Geographic isolation	No external access to community	Substandard Primary access to community	Substandard Secondary access to community	Substandard access to tribal facility	
All weather access for: -employment -commerce -health -safety -educational resources -housing	Addresses all 6 elements	Addresses 4 or 5 elements	Addresses 3 Elements	Addresses 2 elements	Addresses 1 element

¹ National Highway Traffic Safety Board standards

² Total funds requested, including preliminary engineering, construction, and construction engineering.

Example 17.1

IRR High Priority Project Application (non-emergency / disaster)		
Tribal / Applicant Information		Scoring Information
1	Name _____	18 ACCIDENT DATA (last 5 years)
2	Address _____	19 AADT _____
	line 1: _____	20 # of Fatality Accidents _____
	line 2: _____	21 # of Injury Accidents _____
3	County/State _____	22 # of Property Damage Accidents _____
4	BIA Region _____	23 Years Since Last IRR Project _____
5	Tribal Representative _____	24 Total Project Amount \$ _____
6	Title _____	25 Matching Funds Available \$ _____
7	Phone # _____	26 HPP Funds Requested \$ _____
8	Fax # _____	27 GEOGRAPHICAL ISOLATION
9	Tribal Authorization/ Resolution Date _____	28 Route Functional Classification _____
		29 Construction Need _____
		30 ALL WEATHER ACCESS
		31 Number of all weather access elements _____
Project Information		
10	Project Name _____	
11	Project Description _____	
12	Project Type _____	
13	Route Number _____	
14	Section Number _____	
15	Project I.D. # _____	
16	Project Length _____	
17	NBIS # (if applicable) _____	
32	Submitted By: _____ (name & title)	
	Signature: _____	Date: _____
33	Reviewed By: _____ (name & title)	
	Signature: _____	Date: _____



IRR HPP Regional Checklist Non-Emergency / Disaster	
<input type="checkbox"/>	Tribal Annual IRR Allocation Verification Appropriate BIA Documentation Provided by Region
<input type="checkbox"/>	Eligible IRR HPP Activity (supporting documentation) IRR Inventory verification - (5704 summary sheet RIFDS) Tribal resolution - Priority
<input type="checkbox"/>	PS&E Verification Signed / Stamped Plan Cover Sheet & Engineers Estimate or PS&E Approval requirements per Title 23, Chapter 2, sec 202 (d) (2) (F) (ii).
<input type="checkbox"/>	Application Form Completed
<input type="checkbox"/>	Accident & Fatality Rate Data (if applicable) ADT Data for Candidate Route Certifiable source of data from law enforcement or governmental agency indicating the location and type of the accident.
<input type="checkbox"/>	Years since Last IRR Project BIA Federal Finance System Documentation
<input type="checkbox"/>	Percent Match Verification MOU of responsible agency or matching entity with contact information.
<input type="checkbox"/>	All Weather Access Verification Strip Map - Indicating project proximity to elements.
<input type="checkbox"/>	Other Attachments (not required) Complete Plans Photos
Regional Certification	
Prepared By:	_____
Date:	_____
Regional Roads Engineer:	_____
Date:	_____

Instructions to IRR HPP Application Form (non-emergency / disaster)	
Item #	Description
Tribal / Applicant Information	
1	Name Input the name of the applicable Reservation / Tribal community / Native Alaskan Village / Rancheria.
2	Address Input the Mailing Address of the applicable Reservation / Tribal community / Native Alaskan Village / Rancheria.
3	County / State Input the county and state in which is applicable to the project
4	BIA Region Input the appropriate BIA Region
5	Tribal Representative Input the appropriate tribal contact representative.
6	Title Title of appropriate tribal contact representative.
7	Phone # Phone number of tribal contact.
8	Fax # Fax number of tribal contact.
* 9	Tribal Authorization / Resolution Tribal Authorization by resolution required for HPP program according to Sec. 170.210 (f) 'Documentation from the tribe providing authority for BIA to place the project on an IRRHPP TIP if the project is selected and approved.' In addition the resolution must identify proposed HPP project as the highest priority. Attach to application.
Project Information	
10	Project Name Input name of proposed HPP project.
11	Project Description Input as much information as necessary to adequately describe the overall proposed project, scope and location. For example: <i>Earthwork, Grading, Drainage, Aggregate, Pavement, Erosion Control etc.</i> Any other information regarding the up-grade or route enhancements.
12	Project Type Choose from the following: Construction, Non-Bridge PS&E Development, Bridge Replacement PS&E Development, Bridge Rehabilitation PS&E Development.
13	Route Number Input IRR Inventory Route Number(s)
14	Section Number Input IRR Inventory Section Number(s)
15	Project I.D. # Input BIA Project ID number if available.
16	Project Length Input over-all length of project.
17	NBIS # Input the National Bridge Inventory System number if appropriate to proposed project.

* Items that require verification/attachments per IRR HPP Checklist

Scoring Information

- 18 Accident Data (last 5 years)**
The following data is required for the Weighted Highway Index (WHI).
- * **19 AADT - Annual Average Daily Traffic**
AADT is ADT multiplied by 365. Input this number for route.
- * **20 # of Fatality Accidents**
Input the number of accidents on specified route and section in which there have been fatalities.
- * **21 # of Injury Accidents**
Input the number of accidents on specified route and section in which there have been injuries.
- * **22 # of Property Damage Accidents**
Input the number of accidents on specified route and section in which there have been property damage.
- 23 Years Since Last IRR Project**
Input the number of years since the last COMPLETED IRR Project.
- 24 Total Project Amount**
Input total project dollar amount
- * **25 Matching Funds Available**
Input the amount of applicable matching funds available. Match indicate dollars from a Non-IRR source to be utilized in the project. Will require certification. Utilized for percent match element of scoring matrix - evaluated against TOTAL project amount.
- 26 HPP Funds Requested**
Include the amount of HPP dollars requested to include preliminary engineering, construction, and construction engineering.
- 27 Geographical Isolation**
The following data is required in order to determine geographical isolation criteria.
- 28 Route Functional Classification**
Input the IRR Inventory Functional Classification for route and section.
- 29 Construction Need**
Input the IRR Inventory Construction Need for route and section.
- * **30 All Weather Access**
The following information is utilized to determine the number of all weather access elements per scoring matrix. Each element is required to directly access proposed project. (directly access means that element 'touches' project within the proposed project limits) Will require mapping information for certification.
- * **31 Number of All Weather Access Elements**
Input the number of all weather access elements:
Employment - Jobs or Employment
Commerce - Business or Trade
Health - Hospital, Clinic, Pharmacy, Dental etc.
Safety - Fire, Police, Law Enforcement etc.
Educational Resources - Elementary Schools, High Schools, Colleges, Library, Technical or Trade School etc.
Housing - Residential Housing
- 32 Submitted By**
Name and title of person submitting application.
- 33 Reviewed By**
Name and title of BIA Regional Reviewing Official.

* Items that require
verification/attachments
per IRR HPP Checklist

Example 17.2

IRR High Priority Project Application Emergency/Disaster	
Tribal / Applicant Information	Project Information
1 Name _____	14 Project Name _____
2 Address _____	15 Route Number _____
line 1: _____	16 Section Number _____
line 2: _____	17 Project I.D. # _____
3 County/State _____	18 Project Length _____
4 BIA Region _____	19 NBIS # (if applicable) _____
5 Tribal Representative _____	20 Ownership of Route _____
6 Title _____	21 Terrain _____
7 Phone # _____	22 Surface Width _____
8 Fax # _____	23 Surface Type _____
9 Tribal Authorization/ Resolution Date _____	24 Amount Requested \$ _____
10 Pending IRRHPP Application? _____	25 Date of Event _____
11 Contacted Regional ERFO Coordinator? _____	
Emergency/Disaster Information	
12 Description and Cause of Damage	
13 Scope/Description of Proposed Repairs	
26 Submitted By: (name & title) _____	
Signature: _____	Date: _____
27 Reviewed By: (name & title) _____	
Signature: _____	Date: _____

IRR HPP Regional Checklist - Emergency / Disaster	
<input type="checkbox"/>	Tribal Annual IRR Allocation Verification Appropriate BIA Documentation Provided by Region
<input type="checkbox"/>	Eligible IRR HPP Activity (supporting documentation) IRR Inventory verification - (5704 summary sheet RIFDS) Tribal resolution - Priority
<input type="checkbox"/>	Application Form Completed
<input type="checkbox"/>	Other Attachments Photos Location Map Preliminary sketches or drawings illustrating the damage or proposed repairs. Any official ERFO related documentation available
Regional Certification	
Prepared By:	_____
Date:	_____
Regional Roads Engineer:	_____
Date:	_____

Instructions to IRR HPP Application Form - Emergency / Disaster	
Item #	Description
Tribal / Applicant Information	
1	Name Input the name of the applicable Reservation / Tribal community / Native Alaskan Village / Rancheria.
2	Address Input the Mailing Address of the applicable Reservation / Tribal community / Native Alaskan Village / Rancheria.
3	County / State Input the county and state in which is applicable to the project
4	BIA Region Input the appropriate BIA Region
5	Tribal Representative Input the appropriate tribal contact representative.
6	Title Title of appropriate tribal contact representative.
7	Phone # Phone number of tribal contact.
8	Fax # Fax number of tribal contact.
* 9	Tribal Authorization / Resolution Tribal Authorization by resolution required for HPP program according to Sec. 170.210 (f) 'Documentation from the tribe providing authority for BIA to place the project on an IRRHPP TIP if the project is selected and approved.' In addition the resolution must identify proposed HPP project as the highest priority. Attach to application.
10	Pending IRR Application Indicate yes or no. Eligibility per 170.205 (3) (b) 'Eligible applicants may have only one HPP application pending at any time. This includes emergency / disaster applications.
11	Contacted Regional ERFO Coordinator? Indicate yes or no. per 170.207 applicants are encouraged to apply for FHWA/ERFO Program funding if the project meets the requirements of the program.
Emergency / Disaster Information	
12	Description and Cause of Damage Input as much information as necessary to adequately describe event which occurred and subsequent damage to the route. Per 170.206. Declare major disaster declaration if known.
13	Scope / Description of Proposed Repairs Input as much information as necessary to adequately describe the overall proposed project, scope and location. For example: Earthwork, Grading, Drainage, Aggregate, Pavement, Erosion Control etc.

* Items that require verification/attachments per IRR HPP Checklist

Project Information

- 14 **Project Name**
Name of project.
- 15 **Route Number**
Input IRR Inventory Route Number(s)
- 16 **Section Number**
Input IRR Inventory Section Number(s)
- 17 **Project I.D. #**
Input BIA Project ID number if available.
- 18 **Project Length**
Input over-all length of project.
- 19 **NBIS #**
Input the National Bridge Inventory System number if appropriate to proposed project.
- 20 **Ownership of Route(s)**
Indicate who owns (responsible for) route(s).
- 21 **Terrain**
Indicate terrain type - Flat, Rolling, Mountainous etc.
- 22 **Surface Width**
Width of travel-way surface
- 23 **Surface Type**
Surface type of route(s) - Aggregate, Pavement etc.
- 24 **Amount Requested**
Dollar amount estimated for repairs described.
- 25 **Date of Event**
Specify the date event occurred
- 26 **Submitted By**
Name and title of person submitting application.
- 27 **Reviewed By**
Name and title of BIA Regional Reviewing Official.

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Project Information

- 14 Project Name**
Name of project.
- 15 Route Number**
Input IRR Inventory Route Number(s)
- 16 Section Number**
Input IRR Inventory Section Number(s)
- 17 Project I.D. #**
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