EXHIBIT 3-G FEDERAL PROJECT LOG SHEET (MINIMUM REQUIREMENTS)

(For District use only)

TO: _____

AREA ENGINEER
Department Of Transportation
Division of Local Assistance - MS 1
1120 N Street, Sacramento, CA 95814

Mail:
P.O. Box 942874
Sacramento, CA 94274-0001

Dist., Cty, Rte, Agency:_____
Fed. Aid Project No: _____
E.A. Number: _____

Date: _____

From: _____

DLAE, District No. _____

Caltrans, Office of Local Assistance
_____
_____

	Prefix Chklst	FTIP/FSTIP Sht	FTA Grant App. *1	Field Rev. Form	Request for CSRA *2	Req. for Auth.	Req. for FTA Tran.	E-76	"SERF" ITS Projects	Finance Letter	Approved NEPA Document	Spec. Auth. Of Util. Est.	R/W Certification	PS&E Cert. & Chklst.	Preliminary Engineering Estimate	Cont. Award Chklst.	Detail Estimate	Approved DBE Submittals	R.O.E.*3	Date (HQ use only)
PRELIM. ENG.																				
Authorization	☐	☐		1	☐	☐		☐	⬚	☐	5							3		
Program Suppl't				☐						⬚										
Cost Adjustment		⬚						☐		☐										
R/W																				
Authorization	⬚			☐	⬚	☐		☐		☐	☐	4						3		
Cost Adjustment		⬚						☐		☐										
CONST & CE																				
Authorization	⬚			☐	⬚	☐		☐		☐	⬚		☐	☐	☐			3		
Award Package*4										☐						☐	☐	☐		
Cost Adjustment		⬚						☐		☐							☐			
FTA TRANSFER		☐	☐				☐			2										
PROJECT COMPLETION																			☐	

Legend:

- ☐ = Required Document
- ⬚ =Required if not submitted previously or have significant change since
- 1 =The first two-sheets of field review form
- 2 = Only req'd if there are STIP Match $ (Not often)
- 3 = Required prior for first authorization of FFY
- 4 = Required for Fed. Part. Util. Reloc.
- 5 = Required for Final Design

*1 FTA Grant Appl'n = Copy of grant appl'n funding info. For agencies using Sect. 5307 & 5336 procedures
*2 Request for Subvention Reimbursement Allocation - ONLY required for State Highway System projects
*3 Report of Expenditures; see Chapter 17, Project Completion, Local Assistance Procedure Manual
*4 Award Package, see Chapter 15, "Advertise & Award Project", LAPM

Updated 04/30/10

Distribution: DLAE Use