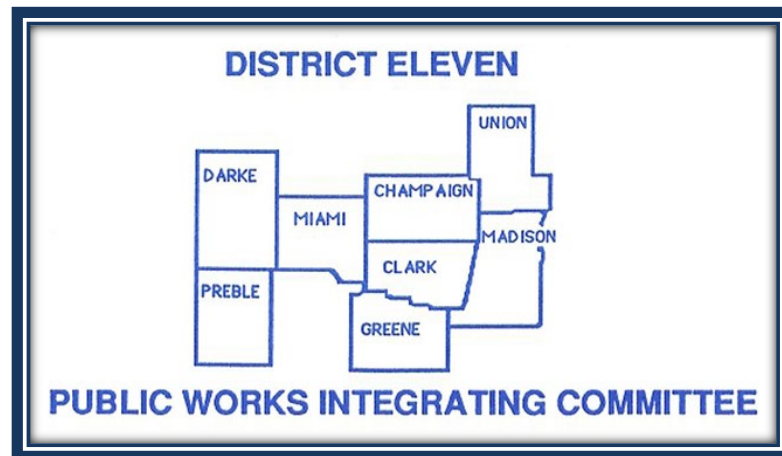




Public Works Commission

Public Works For You



STATE CAPITAL IMPROVEMENT PROGRAM (SCIP)
&
LOCAL TRANSPORTATION IMPROVEMENT PROGRAM (LTIP)

FY 2028 (Round 41) POLICY & PROCEDURES DOCUMENT

This document provides the Ohio Public Works Commission (OPWC) and District 11 Ohio Public Works Integrating Committee policies. State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) Funding Applications will be evaluated in accordance with the requirements, terms, and conditions set down by the OPWC and the D11 OPWC INTEGRATING/ EXECUTIVE COMMITTEE

OPWC Infrastructure Program Laws, Rules, and Advisories Can be found at:

<https://publicworks.ohio.gov/programs/infrastructure/01-infrastructure>

To be sure you are adhering to the latest OPWC guidelines when submitting your application. Please use the OPWC Application Guide for the most current information at:

<https://publicworks.ohio.gov/financial/04-workwise/training-materials/03-training-materials>

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GENERAL PROGRAM INFORMATION

The Ohio Public Works Commission (OPWC) provides funding for capital improvement (infrastructure) projects through the State Capital Improvement Program (SCIP), Local Transportation Improvement Program (LTIP) and the Revolving Loan Program (RLP). The types of infrastructure eligible for SCIP Funding are:

- Roads
- Bridges / Culverts
- Sanitary Sewers
- Stormwater
- Wastewater
- Water Supply
- Solid Waste

For purposes of allocating the funds, the state's eighty-eight (88) counties have been organized into nineteen (19) district integrating committees, consisting of public and private officials to oversee implementation of the program in the district. The district integrating committees are tasked with evaluating applications submitted by local communities and selecting the projects that will be recommended to the OPWC. District integrating committees are prohibited from allocating funding on a per capita basis.

State Capital Improvement Program

Funding is provided through grants, loans, and loan assistance or local debt support. Grants are available for up to 90% of the total project costs for repair/replacement, and up to 50% for new/expansion. Loans can be provided for up to 100% of the project costs. Grant/loan combinations are also available. The term of the loan cannot exceed the useful life of the project, or thirty years, whichever is less. The minimum term is one year. Once the project is completed a final amortization schedule is provided requiring payments every January and July until the term of the loan expires. Loans may be paid in full with no prepayment penalty. OPWC has set an interest rate of 0% for all loans.

Loan Assistance / Credit Enhancement

This category of funding may be applied for as part of a project that is a grant, loan or grant/loan combination but needs to be a separate application for administrative purposes.

Loan Assistance is a grant that pays for the interest on a public or private loan during the construction period. This assistance can be used on bond/note issuances or loans initiated up to twelve months prior to the date of the Project Agreement.

Credit Enhancement is a one-time infusion of funds to enhance an applicant's ability to secure affordable debt. The OPWC may pay the premium for a bond insurance policy which would improve the applicant's credit or bond rating.

Local Transportation Improvement Program

The ORC 164.14-D requires minimum amounts of funding for municipal corporations, county, and townships. OPWC reviews and enforces this minimum funding based on a five-year average. Funding levels for each community type are:

Community Type	Minimum Funding Level
Municipal Corporations	42.8% of 1/3 allocation
County	37.2% of 1/3 allocation
Townships	20.0% of 1/3 allocation

To ensure compliance, D11 OPWC IC/EC will endeavor to meet these allocations on a yearly basis.

Revolving Loan Program

The Revolving Loan Program (RLP) uses funds from previous loans, repaid by jurisdictions in District 11. This money can only be used for loans. No grants may be made with this money.

Small Government Program

Of the annual SCIP allocation is set aside for the Small Government Program established for villages and townships with populations in unincorporated areas of less than 5,000 in population. This is a “second chance” for selected village and township projects that have not been funded through the Districts.

Communities in District 11 eligible for the Small Government Program are:

Champaign County	Clark County	Darke County	Greene County	Madison County	Miami County	Preble County	Union County
VILLAGES	VILLAGES	VILLAGES	VILLAGES	VILLAGES	VILLAGES	VILLAGES	VILLAGES
Christiansburg village	Catawba village	Ansonia village	Bowersville village	Midway village	Bradford village	Camden village	Magnetic Springs village
Mechanicsburg village	Clifton village	Arcanum village	Cedarville village	Mount Sterling village	Casstown village	College Corner village	Milford Center village
Mutual village	Donnelsville village	Bradford village	Clifton village	Plain City village	Covington village	Eldorado village	Plain City village
North Lewisburg village	Enon village	Burkettsville village	Jamestown village	South Solon village	Fletcher village	Gratis village	Richwood village
St. Paris village	North Hampton village	Castine village	Spring Valley village	West Jefferson village	Laura village	Lewisburg village	Unionville Center village
Woodstock village	South Charleston village	Gettysburg village	Yellow Springs village		Ludlow Falls village	New Paris village	
	South Vienna village	Gordon village		TOWNSHIPS	Pleasant Hill village	Verona village	TOWNSHIPS
TOWNSHIPS	Tremont City village	Hollansburg village	TOWNSHIPS	Canaan township	Potsdam village	West Alexandria village	Allen township
Adams township		Ithaca village	Caesarscreek township	Darby township	West Milton village	West Elkton village	Claibourne township
Concord township	TOWNSHIPS	New Madison village	Cedarville township	Deer Creek township		West Manchester village	Darby township
Goshen township	Green township	New Weston village	Jefferson township	Fairfield township	TOWNSHIPS		Dover township
Harrison township	Harmony township	North Star village	New Jasper township	Monroe township	Brown township	TOWNSHIPS	Jackson township
Jackson township	Madison township	Osgood village	Ross township	Oak Run township	Elizabeth township	Dixon township	Jerome township
Johnson township	Pike township	Palestine village	Silvercreek township	Paint township	Lostcreek township	Gasper township	Leesburg township
Mad River township	Pleasant township	Pitsburg village	Spring Valley township	Pike township	Newton township	Gratis township	Liberty township
Rush township		Rosburg village		Pleasant township	Springcreek township	Harrison township	Millcreek township
Salem township		Union City village		Range township	Staunton township	Israel township	Taylor township
Union township		Versailles village		Somerford township	Washington township	Jackson township	Union township
Wayne township		Wayne Lakes village		Stokes township		Jefferson township	Washington township
		Yorkshire village				Lanier township	York township
						Monroe township	
		TOWNSHIPS				Somers township	
		Adams township				Twin township	
		Allen township				Washington township	
		Brown township					
		Butler township					
		Franklin township					
		Harrison township					
		Jackson township					
		Liberty township					
		Mississinawa township					
		Monroe township					
		Neave township					
		Patterson township					
		Richland township					
		Twin township					
		Van Buren township					
		Wabash township					
		Washington township					
		Wayne township					
		York township					

DISTRICT 11 OHIO PUBLIC WORKS INTEGRATING COMMITTEE/ EXECUTIVE COMMITTEE

Integrating Committee

District 11 Ohio Public Works Integrating Committee consists of 24 members and encompasses an eight-county region. District 11 is overseen by the District 11 Public Works Integrating Committee (D11PWIC). The eight counties included in District 11 are:

Champaign County	Clark County	Darke County	Greene County	Madison County	Preble County	Miami County	Union County
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The members are appointed from categories of organizations; units of government or agencies as prescribed in ORC 164.04 (A)(6):

- One (1) member shall be appointed by each board of county commissioners – 8 total
- One (1) member shall be appointed by the majority of the chief executive officers of the cities located in each county – 8 total
- Three (3) members shall be appointed by a majority of the chief executive officers of villages located within the district – 3 total
- Three (3) members shall be appointed by a majority of the boards of township trustees located within the district – 3 total
- One (1) member shall be appointed by a majority of the county engineers of the district and shall be a county engineer – 1 total
- One (1) member, who shall have experience in local infrastructure planning and economic development and who shall represent the interests of private industry within the district, shall be appointed by a majority of the members of the committee or their alternates.
– 1 total

If there is a county in the district in which there are no cities, the member that is to be appointed by the chief executive officers of the cities within that county shall be appointed by the chief executive officer of the village with the largest population in that county.

A quorum of the Integrating Committee is a minimum of thirteen (13) committee members present is required for any action taken by a vote of the Integrating committee. Only one vote per appointment. An alternate may vote only if the primary appointee is not present.

Executive Committee

District 11 Executive Committee members are appointed as prescribed in ORC 164.04.
(A)(7)

A Nine (9)-member Executive committee shall be established that shall include at least:

- One (1) of the persons appointed to the district committee by the chief executive officers of the villages within the district
- One (1) of the persons appointed to the district committee by the boards of township trustees within the district
- One (1) the person appointed to the district committee to represent the interests of private industry
- Six (6) additional district committee members selected to serve on the executive committee by a majority of the members of the district committee or their alternates, except that not more than three persons who were appointed to the district committee by a board of county commissioners and not more than three persons who were appointed to the district committee by the chief executives of the cities located in the district shall serve on the executive committee.

All decisions of a district committee required to be organized in accordance with divisions (A)(6) shall be approved by its executive committee. The affirmative vote of at least seven executive committee members or their alternates for executive committees formed under division (A)(7) is required for any action taken by vote of the executive committee, except that any decision of the executive committee may be rejected by a vote of at least two-thirds of the full membership of the district committee within thirty days of the executive committee action. Only projects approved by the executive committee may be submitted to the director of the Ohio public works commission pursuant to section 164.05 of the Revised Code.

Appointing authorities that appoint district committee members also may appoint an alternate for each committee member appointed under divisions (A)(1) to (6). If a district committee member is absent from a district or executive committee or subcommittee meeting, the alternate has the right to vote and participate in all proceedings and actions at that meeting.

Terms of office for members of district committees and their alternates shall be for three years, with each term ending on the same day of the same month as did the term that it succeeds. Please refer to ORC 164.04 and the OPWC website at: <https://publicworks.ohio.gov/home> for the most updated and complete information.

D11 INTEGRATING AND EXECUTIVE COMMITTEE MEMBERS

OPWC District 11 Integrating Committee					
Terms 6/1/2024 - 5/31/2027					
Executive Committee member	Representative	Email	Alternates	Email	Representing District
	Leo Shanayda	lshanayda@springfieldohio.gov	Howie Kitko	hkitko@newcarlisleohio.gov	Cities in Clark County
	Tyler Bumbalough	tyler.bumbalough@ci.urbana.oh.us	Doug Crabill	doug.crabill@ci.urbana.oh.us	Cities in Champaign County
	Ryan Delk	rdelk@cityofgreenville.org	Matt Myers	mmyers@cityofgreenville.org	Cities Darke County
X	Pete Landrum	landrum@beavercreekohio.gov	Mike Gebhart	mike.gebhart@fairbornoh.gov	Cities in Greene County
X	Steve Saltsman	ssaltsman@londonohio.gov	Patrick Closser	pclosser@londonohio.gov	Cities in Madison County
X	Jill Rhoades	jillian.rhoades@troyohio.gov	Eric Mack	macke@tippecity.net	Cities in Miami County
	Joe Ferriell	jferriell@cityofeaton.org	Bradley Collins	bcollins@cityofeaton.org	Cities in Preble County
	Connor Devine	cdevine@marysvilleohio.org	Jeremy Hoyt	jhoyt@marysvilleohio.org	Cities in Union County
X	John Burr	jburr@clarkcountyohio.gov	Chuck Bauer	cbauer@clarkcountyohio.gov	Clark County Commissioners
X	Steve Hess	shess@co.champaign.oh.us	Tim Cassady	tcassady@co.champaign.oh.us	Champaign County Commissioners
	Ty House	tyhouse14@gmail.com	Jim Surber	engineerdarke@gmail.com	Darke County Commissioners
	Stephanie Goff	stephanie.goff@greencountyohio.gov	Kelly Miller	kelly.miller@greencountyohio.gov	Greene County Commissioners
	Bryan Dume	bryan@co.madison.oh.us	Heidi Howerton	hhowerton@co.madison.oh.us	Madison County Commissioners
	Paul Huelskamp	PHuelskamp@MiamiCountyOhio.gov	Daniel Baker	Dbaker@miamicountyohio.gov	Miami County Commissioners
X	Kyle Cross	kcross@prebeng.org	Joni Wilken	jwilken@prebeng.org	Preble County Commissioners
	Jeff Stauch	jstauch@unioncountyohio.gov	Jessica Cain	JCain@unioncountyohio.gov	Union County Commissioners
	Tim Foley	tfoley@spfldtwp.org			Townships in the District
X	Curtis Yount	kurtis815@embarqmail.com			Townships in the District
	Mike Horsley	mlylehorsley@hotmail.com	Dave Cook	davecookrealestate@gmail.com	Townships in the District
	Tony Satariano	Tonysat62@gmail.com			Villages in the District
X	Jeff Sewert	jeff.sewert@lewisburg.net			Villages in the District
	Todd Freyhof	administrator@nlbohio.com			Villages in the District
	Steve McCall	smccall@co.champaign.oh.us			Majority of District Engineers
X	Inge Witt	iwitt@unioncounty.org			Economic Development-Union County
QUORUM REQUIREMENTS			Jill Rhoades is Chair of Executive Committee John Burr is Vice Chair		
	INTEGRATING COMM	13 OUT OF 24	John Burr- Chair of Integrating Committee Jill Rhoades Vice Chair		
	EXECUTIVE COMM	7 OF 9			

COUNTY SUB-COMMITTEE MEMBERS

County Sub-Committee Members		
Champaign	Tyler Bumbalough	tyler.bumbalough@ci.urbana.oh.us
	Stephen McCall	mccall@co.champaign.oh.us
Clark	John Burr	jburr@clarkcountyohio.gov
	Leo Shanayda	lshanayda@springfieldohio.gov
	Tim Foley	tfoley@spfldtwp.org
Darke	Jim Surber	engineerdarke@gmail.com
	Ryan Delk	rdelk@cityofgreenville.org
Greene	Stephanie Goff	stephanie.goff@greencountyohio.gov
	Pete Landrum	landrum@beavercreekohio.gov
Madison	Bryan Dhume	bryan@co.madison.oh.us
	Steve Saltsman	ssaltsman@londonohio.gov
Preble	Kyle Cross	kyle@prebeng.org
	Joe Ferriell	jferriell@cityofeaton.org
Miami	Jill Rhoades	jillian.rhoades@troyohio.gov
	Paul Huelskamp	PHuelskamp@MiamiCountyOhio.gov
Union	Jeff Stauch	jstauch@co.union.oh.us
	Dave Burke	dburke@unioncountyohio.gov

OPWC AND DISTRICT 11 POLICIES

The Ohio Public Works Commission (OPWC) and District 11 Ohio Public Works Integrating Committee should be carefully reviewed before the application materials are submitted to ensure project eligibility and to prevent delays in project evaluation and selection due to non-compliance with program requirements. To learn more about OPWC Policy and guidelines, visit the OPWC Advisories – Infrastructure Programs on the OPWC website.
<https://publicworks.ohio.gov/programs/infrastructure>

Project Evaluation Criteria and Rating System

Each application shall be rated using the Evaluation Criteria and Rating System for District 11 as established by the District 11 Integrating Committee. The Evaluation Criteria and Rating System are located in the Methodology Manual.

Virtual Meetings

In accordance with Ohio House Bill 257 and the Ohio Revised Code (ORC) §121.22, the District 4 Integrating Committee affirms its commitment to transparency and public participation in all proceedings.

While in-person attendance is the preferred format for all meetings, the Committee recognizes the need for flexibility in meeting logistics. Therefore, virtual meetings (including video and teleconference formats) are permissible on an as-needed basis, provided they comply with state law and the requirements of the Ohio Open Meetings Act.

All virtual meetings will:

- Be publicly noticed in accordance with the Ohio Open Meetings Act
- Allow real-time access for the public
- Preserve meeting minutes and attendance records as if the meeting were held in person.

The Chair of the District 11 Integrating Committee or liaison shall determine the appropriateness of holding a meeting virtually and ensure all statutory obligations are met.

District 11 Liaison Assistance

The District 11 Liaisons are available to assist applicants with OPWC requirements, District 11 requirements, and to provide technical guidance in the preparation of application materials. Please contact Regina Rollins at 937-521-2136 or rrollins@clarkcountyohio.gov or Louis Agresta at 937-521-2134 or lagresta@clarkcountyohio.gov.

Infrastructure Laws, Rules, and Advisories

<https://publicworks.ohio.gov/programs/infrastructure/Laws,+Rules,+Advisories>

Legal Disclaimer: The Director of the Ohio Public Works Commission is responsible for the development of the application for projects and approval of methodologies as mandated by Chapter 164 of the Ohio Revised Code (ORC). In the event of any discrepancies or conflicts arising between the supplemental materials provided by the District Integrating Committee, Ohio Public Works Commission policies, and the relevant sections of the ORC and Ohio Administrative Code (OAC), the provisions of the ORC and OAC shall prevail. Any reliance or action taken based on information contained in the supplemental materials shall be at the applicant's own risk, and the Ohio Public Works Commission disclaims any liability for inaccuracies or inconsistencies therein.