

**WisDOT STP-Urban, STP-Rural, Local Bridge, TAP and CMAQ Programs
Project Change Form for Design**

Project Change Type

<input type="checkbox"/> Cost Increase	<input type="checkbox"/> Substitution	<input type="checkbox"/> New Project	<input type="checkbox"/> Other, please specify:
<input type="checkbox"/> Drop	<input type="checkbox"/> Cost Decrease	<input type="checkbox"/> Scope Change	

Complete the sections below as needed for the proposed project change(s) indicated above:

Project Information – complete for all cost increases, drops, cost decreases, and scope changes

Project ID(s):	Program:	Awarded Program cycle:
Project title:	Project location:	
Project Sponsor:	PS&E date:	Schedule/LET date:
Project total cost:	Federal amount: State amount (local bridge projects only):	
Project description:		
Project(s) approved through MPO: <input type="checkbox"/> N/A Yes – The MPO that approved the project has been notified of the proposed change, and the MPO has approved the proposed change if required by its policies.		

Cost Increase Request

New requested project total cost:	New requested federal amount: New requested state amount (local bridge only):
Increment of federal funds requested: Increment of state funds requested:	Is there a change to the current schedule date? Y/N <i>If yes, submit with this form a Schedule Change Form.</i>
Justification:	

Dropped Project Request

Description:
Reason for dropping project(s):

Substituted Project Information

Project ID(s) of project to substitute:	Entitlement holder:
Project title:	Project limits:
Is there a change to the current schedule date? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, submit with this form a Schedule Change Form.</i>	Requested project total:
Requested federal amount:	
Requested state amount (local bridge only):	
Please describe the project and funding request:	
Please describe the reason for the substitution:	

Cost Decrease Request

New requested project total cost:	New requested federal amount: New requested state amount (local bridge only):
Increment of federal funding decrease: Increment of state funding decrease:	Is there a change to the current schedule date? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, submit with this form a Schedule Change Form.</i>
Justification:	

New Project Request

Project ID:	Program:	Program cycle:
Project title:	Project location:	
Entitlement holder:	Is there a change to the current schedule date? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, submit with this form a Schedule Change Form.</i>	
Project total cost:	Federal amount: State amount (local bridge projects only):	
Project description:		
Justification (please include description of project funding source):		

Scope Change Request

Road project: SELECT If other, please specify: Local bridge project: SELECT If other, please specify:	Is there a change to the current schedule date? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, submit with this form a Schedule Change Form.</i>
Reason for scope change(s):	
Description:	

Other Project Change Request

Description:
Reason for request:

Request Signature

Preparer Signature:	Date:
WisDOT LPPM or LPM:	Date:

FOR WISDOT LOCAL PROGRAMS AND FINANCE SECTION USE ONLY

Request(s) approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Reviewer's signature:
Reference number:	Date:
Comments:	