

## Instructions for Completing CARS Program Form A

*A CARS Form A **must** be completed for each project submitted.*

Line Title	Instructions
Submitting City:	Your city name
City Priority Ranking:	Projects must be listed in order of priority for each year based on the five year needs of your City. Each project should be preceded by a priority number (i.e., 1, 2, 3, etc.). <b>Each year will have a "Number 1" priority project.</b>
Project Location:	Project location generally consists of the major street on which the project is located and the limiting streets on each end of the project (i.e., State Line Road, 112th Street Terrace to Carondelet Drive).
Joint Project With:	If the project is a cooperative effort between two or more Johnson County cities, list all cities involved with the project. <b>For 2003 projects, the administering city must attach letters from participating cities that acknowledge that city's participation in the project.</b>
Administering City:	Identify the city that will be responsible for administering the project.
Contact Name/title:	Identify an individual by name and title who can be contacted for information concerning the project.
County Commission District	Identify the County Commissioner District(s) in which the project is located.
Estimated Project Schedule (Start date/Completion date):	The estimated month and year for the start of construction and completion of construction should be entered on these lines.
Current ADT:	Current average daily traffic on the existing facility. <b>Please note the year that the counts were taken in parentheses.</b>
Accident History:	Give the number of accidents that have occurred within the project limits during the previous three years (1999--2001, for example).
Project Type	Circle or underline the appropriate project type. Definitions are attached.
Level of Service:	Give the current Level of Service (LOS) for System Management Projects.
Sufficiency Rating:	For bridge projects, note the sufficiency rating from the most recent SI & A sheet.
Pavement Condition:	Rate the existing pavement as follows: Good (pavement is good condition); Fair (pavement requires some maintenance); Poor (pavement in poor condition).
Detailed Description of Existing Facility / Deficiencies:	A <b>detailed</b> description of the existing facility should be entered in this column. Please note the number of lanes and pavement width of the existing facility.
Detailed Description of Scope of Project:	A <b>detailed</b> description of the proposed improvements to be included in the project should be entered in this column. Please note the number of lanes & pavement width of the proposed improvement
Design Cost:	Enter on this line the cost to design the proposed improvements.
Right-of-way Acquisition Costs:	Enter on this line the cost to acquire new right-of-way and easements for the proposed improvements.
Utility Relocation Costs:	Enter on this line the cost to relocate utilities for the project.
Construction Cost:	Enter on this line the estimated project construction cost.
Construction Engineering Cost:	Enter on this line the estimated cost to provide construction engineering and testing services for the project.
Sum item #4 & 5 Above:	Enter on this line the sum of construction costs and construction engineering costs.
Federal Aid Participation:	Enter on this line any Federal funding secured for the project.
State Aid Participation:	Enter on this line any state funding secured for the project.
Other Non Local Participation:	Enter on this line any other non-local funding secured for the project (i.e., Kansas City).
Subtotal (CARS Eligible Costs):	Line A minus Lines B, C and D
CARS Funding Request:	Any amount up to 50% of the CARS eligible costs.
Funding participation by other cities:	If this is a joint project, provide the other city name(s) and the level of participation in the total project costs. Please provide the estimated share in dollars and percentage of eligible project cost.