

# Amendment Policy & Submission Procedures

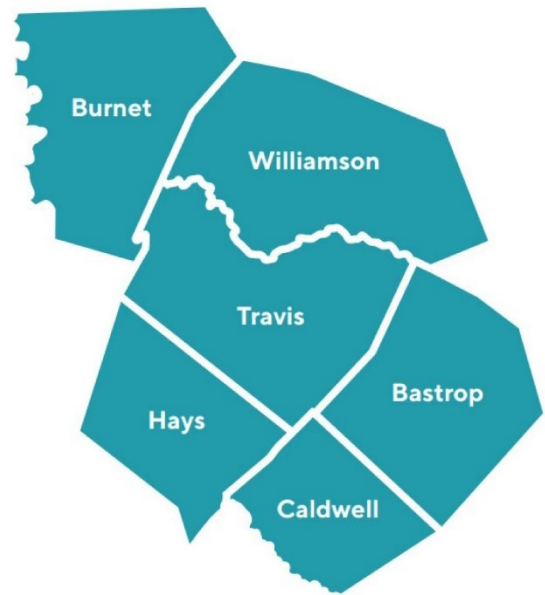
Transportation Improvement Program  
Regional Transportation Plan



## Overview

The Capital Area Metropolitan Planning Organization (CAMPO), established in 1973, serves as the federally designated Metropolitan Planning Organization (MPO) for the six-county Capital region in central Texas. CAMPO coordinates regional transportation planning and funding within Bastrop, Burnet, Caldwell, Hays, Travis and Williamson counties, municipalities, and transportation providers.

In cooperation with the state transportation department, transit operators, and local governments, CAMPO develops and maintains the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP). The RTP is the long-range document that outline the goals, strategies, and objectives of the Transportation Policy Board and includes transportation projects planned over the next 20 years. The TIP is the four-year program that consists of federal, state and locally funded transportation projects from the RTP that will be implemented within the next four years. Projects include roadway, transit, active transportation, intelligent transportation systems, studies and programs that will improve the region's transportation system.



In accordance with federal and state regulations, projects must be authorized by the Transportation Policy Board (TPB) for inclusion in the TIP before federal surface transportation funding can be obligated to a project and sponsor.

Both the TIP and RTP undergo extensive public outreach through CAMPO's Public Participation Plan before the program and projects are approved by the Transportation Policy Board, CAMPO's governing body made up of local officials and representatives. The TIP is subsequently included in the Statewide Transportation Improvement Program which is approved by the Texas Transportation Commission before the projects are individually reviewed and approved by the Federal Highway Administration and Federal Transit Administration.

## General Amendment Policy

The Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP) are amended on a regular basis to ensure that the most up-to-date information is approved by the Transportation Policy Board. These program and plan amendments are subject to the process and policies listed below.

- Regular amendment cycles are held twice a year and coincide with the Statewide Transportation Improvement Program (STIP) revision schedule as scheduled by the Texas Department of Transportation (TxDOT).
- Out-of-cycle amendments will be considered on a case-by-case basis with processing subject to the discretion of the Transportation Policy Board Chair.
- Administrative amendments are processed with processing subject to the discretion of the Executive Director.
- All amendment requests must be submitted using the online application. Requests will be considered at the time of submission and processed according to nature of the request.

## Administrative Amendments

The Transportation Policy Board (TPB) has delegated the authority to approve specifically defined amendment requests, known as Administrative Amendments, to the Executive Director. These amendments are non-substantive in nature and do not materially change the individual projects or overall program and are not subject to public involvement or direct approval by the TPB. The Executive Director has the discretion to elevate any proposed administrative amendments to a full amendment. All approved administrative amendments are provided to the public and the TPB for informational purposes.

The following actions are classified as Administrative Amendments:

- Decreases in funding amounts
- Increases in non-TPB delegated funding under 50% of original amount
- Changes in non-federal funding amount
- Changes to project sponsor
- Changes to the Fiscal Year (subject to continual progress review)
- Editorial modifications and corrections
- Requests that do not substantially alter the scope, function, or anticipated impacts
- Actions related to a state or federally designated emergency

## Regular Amendments

Amendments to the Transportation Improvement Program that do not qualify as administrative are considered regular amendments that are subject to public involvement as defined in the [Public Participation Plan](#) and must be approved directly by the Transportation Policy Board. Regular amendments are processed during the next regularly scheduled amendment cycles after application submission.

The following actions are classified as regular amendments:

- Significant changes to the project limits
- Significant changes to the project scope
- Adding a new project to the program
- Removing a project from the program
- Increases to funding over 50% of the original amount
- Increases to any amounts for TPB-delegated funding
- Any other changes that do not qualify as an administrative amendment

## **Out-of-Cycle Amendments**

Any requested non-administrative amendments that require immediate action outside of the regular amendment cycles are considered out-of-cycle amendments. These amendments are subject to the process outlined in the Quick Action Option detailed in the Public Participation Plan and final approval by the Transportation Policy Board.

## **Amendment Submission**

Sponsors may submit a request for an amendment at any time using the online application. These requests will be processed according to the amendment policies outlined above either through the next regular amendment cycle, administratively, or as an out-of-cycle amendment. The nature of the request will be determined upon review of the submission and additional coordination with the project sponsors as needed. The online applications are available below:

[Transportation Improvement Program \(TIP\) Amendment Application](#)

[Regional Transportation Plan \(RTP\) Amendment Application](#)

## **Application Instructions**

To submit an online amendment application for projects, sponsors must provide complete project information with supporting documentation to ensure projects meet the qualifications for inclusion on the Transportation Improvement Program or for listing modifications. The online form will change based on the responses provided in the general information section. Sponsors will either be directed to the modification request section for currently listed projects or to the section for new highway or transit projects if the project is not currently included.

## Calendar

Below is the calendar for regular amendment cycles and adoption of the Transportation Improvement Program (TIP). This calendar includes the application due dates through the end of calendar year 2029.

2026													
Program	Activity (Chronological Order)	January	February	March	April	May	June	July	August	September	October	November	December
2025-2028 TIP / 2050 RTP	Spring Amendment Cycle – Comment Period												
2027-2030 TIP	Initial Adoption - Comment Period												
2025-2028 TIP / 2050 RTP	Spring Amendment Cycle – Approval												
2027-2030 TIP	Initial Adoption												
2025-2028 TIP	Spring Amendment Cycle – STIP Submittal (May Revision)												
2027-2030 TIP	Initial Adoption - STIP Submittal (July Revision)												
2027-2030 TIP / 2050 RTP	Fall Amendment Cycle - Submission						6/12/2026						
2027-2030 TIP / 2050 RTP	Fall Amendment Cycle - Comment Period												
2027-2030 TIP / 2050 RTP	Fall Amendment Cycle – Approval												
2027-2030 TIP	Fall Amendment Cycle – STIP Submittal (November Revision)												
2027-2030 TIP / 2050 RTP	Spring Amendment Cycle - Submission											11/21/2026	
2027													
Program	Activity (Chronological Order)	January	February	March	April	May	June	July	August	September	October	November	December
2027-2030 TIP / 2050 RTP	Spring Amendment Cycle - Comment Period												
2027-2030 TIP / 2050 RTP	Spring Amendment Cycle – Approval												
2027-2030 TIP	Spring Amendment Cycle – STIP Submittal (May Revision)												
2027-2030 TIP / 2050 RTP	Fall Amendment Cycle - Submission						6/11/2027						
2027-2030 TIP / 2050 RTP	Fall Amendment Cycle - Comment Period												
2027-2030 TIP / 2050 RTP	Fall Amendment Cycle – Approval												
2027-2030 TIP	Fall Amendment Cycle – STIP Submittal (November Revision)												
2027-2030 TIP / 2050 RTP	Spring Amendment Cycle Submission											11/19/2027	
2029-2032 TIP	Initial Project Submission											11/19/2027	
2028													
Program	Activity (Chronological Order)	January	February	March	April	May	June	July	August	September	October	November	December
2027-2030 TIP / 2050 RTP	Spring Amendment Cycle – Comment Period												
2029-2032 TIP	Initial Adoption - Comment Period												
2027-2030 TIP / 2050 RTP	Spring Amendment Cycle – Approval												
2029-2032 TIP	Initial Adoption												
2027-2030 TIP	Spring Amendment Cycle – STIP Submittal (May Revision)												
2029-2032 TIP	Initial Adoption - STIP Submittal (July Revision)												
2029-2032 TIP / 2050 RTP	Fall Amendment Cycle - Submission						6/9/2028						
2029-2032 TIP/ 2050 RTP	Fall Amendment Cycle - Comment Period												
2029-2032 TIP/ 2050 RTP	Fall Amendment Cycle – Approval												
2029-2032 TIP	Fall Amendment Cycle – STIP Submittal (November Revision)												
2029-2032 TIP / 2050 RTP	Spring Amendment Cycle - Submission											11/17/2028	
2029													
Program	Activity (Chronological Order)	January	February	March	April	May	June	July	August	September	October	November	December
2029-2032 TIP/ 2050 RTP	Spring Amendment Cycle - Comment Period												
2029-2032 TIP/ 2050 RTP	Spring Amendment Cycle – Approval												
2029-2032 TIP	Spring Amendment Cycle – STIP Submittal (May Revision)												
2029-2032 TIP/ 2050 RTP	Fall Amendment Cycle - Submission						6/8/2029						
2029-2032 TIP/ 2050 RTP	Fall Amendment Cycle - Comment Period												
2029-2032 TIP/ 2050 RTP	Fall Amendment Cycle – Approval												
2029-2032 TIP	Fall Amendment Cycle – STIP Submittal (November Revision)												
2029-2032 TIP / 2050 RTP	Spring Amendment Cycle Submission											11/16/2029	
2031-2034 TIP / 2055 RTP	Initial Project Submission											11/16/2029	