



MEMORANDUM

TO: SECOG Chief Elected Officials and Municipal Managers
FROM: Amanda E. Kennedy, AICP
DATE: July 14, 2026
SUBJECT: 2026 Solicitation for Local Transportation Capital Improvement Program (LOTICIP) Projects

SECOG is inviting municipalities to submit eligible transportation improvement projects for funding through the Local Transportation Capital Improvement Program (LOTICIP). Eligible project types include bicycle and pedestrian improvements, bridges, roundabouts, and other roadway improvements. Municipalities are responsible for 100% of design costs, while the State funds 100% of construction costs, including 10% of construction contingency to cover the costs of construction changes and a 10% incidentals allowance to be used to fund construction administration and observation. The region currently receives \$5.1 million per year, and this solicitation seeks about \$15 million in projects for current and future funding consideration. Municipalities should submit projects that meet LOTICIP eligibility requirements and advance regional priorities. If another funding source is a better fit, SECOG will notify the Municipality. SECOG will work with towns in a two-step process to identify and prioritize eligible projects.

Date	Activity
July 15, 2026	Solicitation Announcement
July 22, 2026 (11:00am – 12:00pm)	Virtual Information Session
August 3, 2026	Phase I: Pre-Application Submittal Due
August 3 to August 12, 2026	Town/Tighe & Bond 1:1 Application Development Assistance & Confirmation of Advancement to Phase II
August 12, 2026	Subsurface Investigation Request Due
October 2, 2026	Phase II: Draft Full Application Deadline
October 26, 2026	Review Comments to Municipalities
November 20, 2026	Phase II: Full Application Deadline

Project Eligibility

Eligible projects must have a construction cost of at least \$300,000. For large projects over \$5,000,000, SECOG will review whether another funding source is more appropriate, to maximize the regional benefit of LOTCIP funds. In general, projects must be located on a roadway classified as an urban collector or higher; rural minor collector roadways are not eligible. Full eligibility requirements are defined in the [2021 CTDOT LOTCIP Guidelines](#), as amended.

Solicitation Process

A virtual information session will be held on July 22nd at 11:00am. The meeting will be recorded and available on the SECOG website. Upon receipt of a Phase I Pre-Application, SECOG will contact the municipality to schedule a 1:1 consultation with the applicant.

Phase I Submission– Pre-Application Information and Scope Review

The Phase I submission and 1:1 meeting will enable SECOG to assess the eligibility, project purpose and need, and approximate costs of a potential project. The following documentation will be required for each pre-application submission:

CTDOT LOTCIP Application

- Section A (1): Project Type
- Section A (2): Purpose and Need Statement
- Section A (3): Project Description
- Section A (4): Site Location Map (or Concept Plans)
- Section J (1): Order of Magnitude Cost Estimate
- Section O: Request for Subsurface Investigation (if required)
- Completed Plan and Study Checklist

The purpose of a 1:1 meeting with SECOG consultant Tighe & Bond is to discuss the purpose and need of the project, confirm that the project should advance to Phase II, and identify any subsurface investigation required for application development. If subsurface investigation is required, the municipality may perform the investigation and analysis or elect for Tighe & Bond to provide that service. Services will be on a first-come, first-served basis until available funds are exhausted. The municipalities that identify the need for subsurface investigation should request services from SECOG at their earliest convenience, but no later than **August 12th, 2026**, to ensure that the investigation program can be completed, and data incorporated into the LOTCIP application.

All Phase I Pre-Applications must be provided by **August 3rd, 2026**.

Phase II Submission – Draft Full LOTCIP Application

Phase II submissions will follow the formal LOTCIP application process as described in the current CTDOT LOTCIP Guidelines. The Phase II application will require the following:

1. Completed LOTCIP Application with all required data, analyses, and required documentation and attachments
2. Concept-level design drawings illustrating the scope of the project to sufficient detail to facilitate a detailed review of the project scope, costs, and impacts
3. Cost Estimate presented on the CTDOT LOTCIP Cost Estimate Template and prepared to LOTCIP and CTDOT standards
4. Report of Public Information Meeting (if available – see below)

A public meeting is strongly encouraged to be held by the Municipality to discuss the proposed project during the application phase, unless a detailed public engagement was performed previously. The date must be communicated with SECOG prior to the event, and a report of the meeting should be included with the draft full application.

Municipalities should submit Phase II applications as promptly as possible, as full applications will be reviewed in the order that they are received. The applications will be reviewed by Tighe & Bond for sufficiency and accuracy. Tighe & Bond will provide comments to municipalities by October 26th for incorporation prior to advancing the full application to the SECOG Board for endorsement. All final applications should be received by November 20th for endorsement in January 2027. Once full applications are endorsed by SECOG they will be submitted to CTDOT for Commitment to Fund.

Note: Agency coordination (including CTDOT District 2) occurs during the design phase, after the Commitment to Fund is issued by CTDOT; however, applicants should identify coordinating agencies in sections C and E of the application form. Please wait to coordinate with District 2 CTDOT and other agencies until a Commitment to Fund has been issued.

Submission

Phase I and II application materials should be sent via email to Tyler Frost at tfrost@secogct.gov and Craig Yannes at cdyannes@tighebond.com.

All Phase II draft applications must be provided by **October 2nd, 2026**, with Final Applications due by **November 20th, 2026**.

Solicitation Ranking Procedures

SECOG will prioritize the project submitted during the pre-application process and advise the applicants which projects are eligible and recommended for formal LOTCIP application submissions. SECOG will conduct a review of each submission and rank them on their merits and compliance with the LOTCIP program requirements. The following metrics/criteria have been established and will serve as the ranking system:

- Program eligibility – the project must meet the eligibility requirements defined in the current CTDOT LOTCIP Guidelines in order to be considered for LOTCIP funding. Projects determined not to meet the requirements may be considered for other funding sources in the future.
- Project carries out recommendation identified in SECOG plans, such as the Metropolitan Transportation Plan, Bike-Pedestrian Plan, Safety Action Plan, Congestion Management Process, Hazard Mitigation & Climate Adaptation Plan (see Links to Additional Information section below). Plans indicate the regional recommendations including specific projects or project elements, performance goals, strategies, and objectives.
- Inclusion in SECOG corridor and location specific plans – these plans include the Chelsea Harbor/Downtown Norwich Mobility Study, the Route 161 Corridor Study, the Route 32 Study, the Route 2 Bicycle Study, Joint Land Use Studies, etc. (see Links to Additional Information section below).
- PROWAG/Bicycle & Pedestrian Safety and Mobility needs met – SECOG has a strong commitment to providing a safe network for all users. CTDOT's Engineering & Construction Directive (ECD) 2024-4 does not apply to LOTCIP projects (if the project is not on state roadways); however, municipalities adherence to design recommendations identified within the ECD is desirable.
- Inclusion in Municipal core plans – projects that have been identified, planned, and received endorsement by municipalities will be prioritized.
- Public support – specific public engagement has been documented showing public support for the project evidenced in the Report of Public Information Meeting.

Links to Additional Information

CTDOT Publications

- [CTDOT LOTCIP Program Page](#)
- [2021 CTDOT LOTCIP Guidelines](#)
- [CTDOT LOTCIP Application](#)
- [CTDOT Bicycle and Pedestrian Travel Needs Assessment Form](#)
- [CTDOT LOTCIP Cost Estimate Template \(see Sample Cost Estimate Form link\)](#)
- [CTDOT LOTCIP Pavement Evaluation Checklist](#)
- [CTDOT Complete Streets Design Criteria \(ECD 2024-4\)](#)

SECOG Publications

- [SECOG Metropolitan Transportation Plan](#)
- [SECOG Regional Bike & Pedestrian Plan](#)
- [SECOG Safety Action Plan](#)
- [SECOG Congestion Management Process](#)
- [SECOG Hazard Mitigation & Climate Adaptation Plan](#)
- [Chelsea Harbor/Downtown Norwich Mobility Study](#)
- [Route 161 Corridor Study](#)
- [Route 32 Corridor Study](#)
- [Route 2 Bicycle Facility Planning Study](#)
- [Joint Land Use Studies](#)

Extra Support Available

SECOG is offering municipalities assistance through the LOTCIP Support Team, available to help refine project ideas, strengthen applications, and answer questions at any stage of the process. Contact Craig Yannes at CDYannes@tighebond.com to schedule a consultation.

Questions?

If you have any questions regarding this solicitation or application process, please contact SECOG Transportation Planner Tyler Frost at tfrost@secogct.gov or 475-328-1797 ext. 115.