

INSTRUCTIONS FOR C-FUND ASSISTANCE APPLICATION

The Anderson County Transportation Committee (ACTC) approves the allocation of C-Funds in accordance with the procedures described herein, the ACTC's Policies and Procedures and the ACTC Transportation Plan. Please read these instructions carefully, complete the application and return the application with supporting documents and resolution. If further assistance is required, please contact Brittany Burdette.

Applications for funding must be submitted on the standard C-Fund Assistance Application. Additional information, such as a detailed narrative of the project, a diagram of the location, photographs, video tape, petitions, engineering studies, statistical data and letter of endorsement, is encouraged. **A resolution from the town or city council is required for all municipal funding requests.** All projects submitted for ACTC consideration must be for public purpose.

Applications for projects on non-state roads need to be on a separate form from applications for projects on state roads.

All applications must include an estimate of the project cost. Estimates for applications for projects on the State road systems need to be provided by the local SCDOT. If the project is for resurfacing, beginning point and ending point for each road must be specified.

While ACTC can allocate C-Funds to projects, it does not construct them. ACTC neither owns nor maintains roads, sidewalks, drainage systems, or other qualifying projects. Responsibility for improvements approved by ACTC rests with the State of South Carolina for state roads and with County and municipal governments for local roads. The government entity that owns the road must also agree to the recommended improvement.

Applications received by two weeks before the scheduled meeting will be presented to ACTC for consideration at the next meeting.

Once a project is approved, state procurement procedures must be followed.