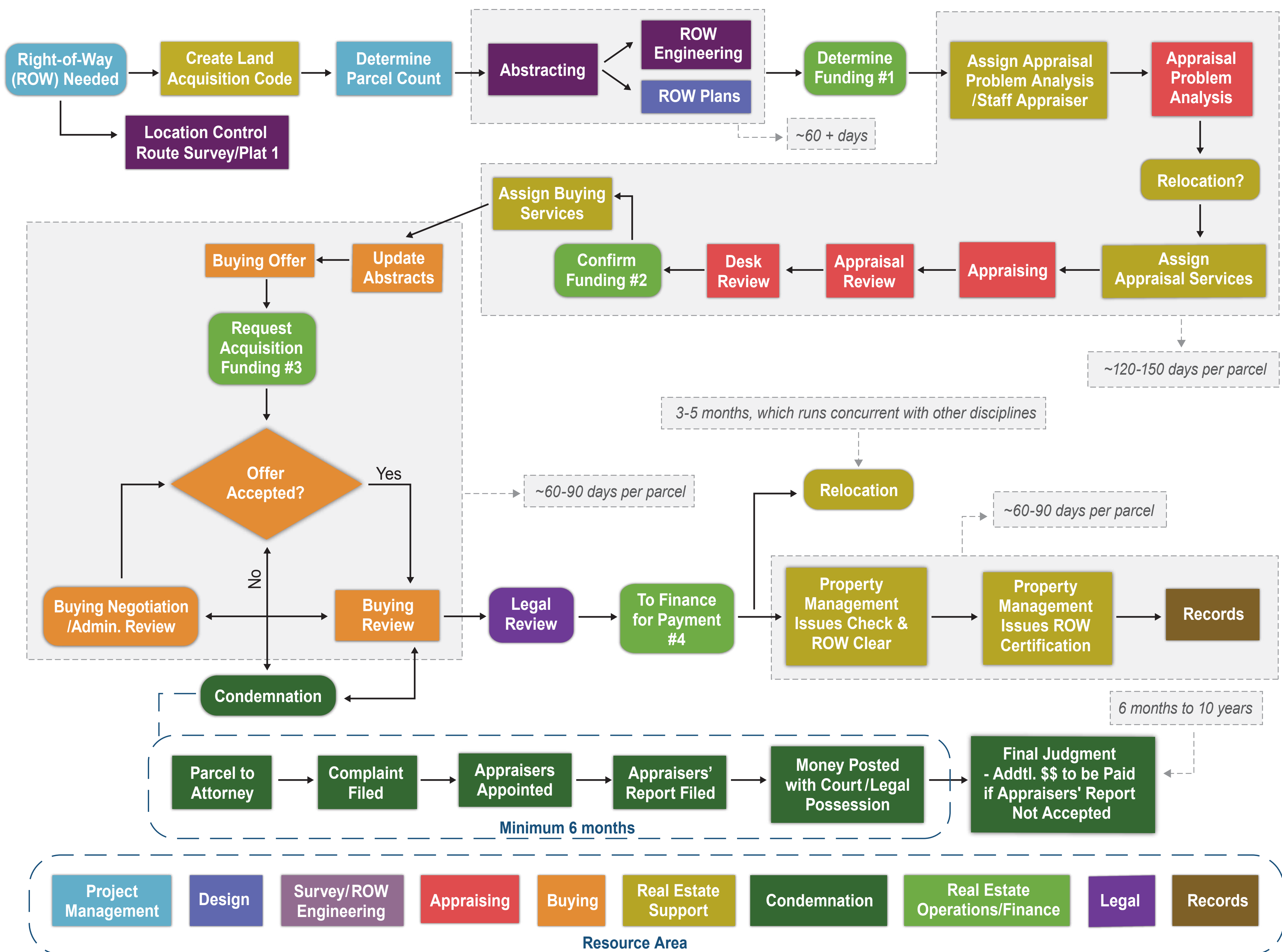




RIGHT-OF-WAY FLOW CHART



#1 Determine Funding for ROW Phase
 Starting with Appraising Services
 • Preliminary Engineering (PE) funds – Request Appraising Services Purchase Order (OFFER CANNOT BE MADE).
 • ROW funds – The environmental document is complete, project is in the State Transportation Improvement Program (STIP), money is programmed in Scheduling Project Management Software (SPMS) for current Fiscal Year (FY).
 • Map-21 – Project in the STIP, money programmed in SPMS for current FY.
 * Before proceeding with work, confirm funding is authorized via email to: Rowfunding@indot.in.gov

#3 Funding for Acquisition Costs
 • Request acquisition funds in CapWise once an appraised amount/offer amount is determined.
 * Before proceeding with work, confirm funding is authorized via email to: Rowfunding@indot.in.gov

#2 Funding for Buying Services
 • If Appraising is funded with PE money, the ROW funds need to be requested before offer can be made. The environmental document must be complete, project must be in the STIP, and money must be programmed in SPMS for current FY. Now the Buying Services Purchase Order needs to be requested.
 • If appraising is funded with ROW money, federal authorization has happened, offers can be made. Buying Services Purchase Order needs to be requested.
 * Before proceeding with work, confirm funding is authorized via email to: Rowfunding@indot.in.gov

#4 Relocation payments can run multiple fiscal years.

