Active Transportation Program Reporting & Counts

BEFORE counts will determine when you take your AFTER counts. Plan accordingly.

Must conduct AFTER counts at least 6 months after it is completed. Reminder: AFTER counts must be conducted same Month, Day, Time as BEFORE counts. If this timeframe would make it impossible, the agency should receive approval for an alternative date. A See *Interim Count Guidance* for further details.

Adopted into ATP Program → Pre-CON Phase Work → Conduct BEFORE COUNTS (No more than 6 months before the Construction phase begins) → Start of CONSTRUCTION PHASE → End Construction (Project Operable/ Contract Acceptance) Pre-CON only submit when all pre-CON work is complete. → Conduct AFTER COUNTS → End Project Final Expenditures

Submit Progress Reports

Submit Completion Report

Submit Final Delivery Report

Progress Report (Quarterly)

Completion Report (Due within 6 Months from project being operable/ contract acceptance)

Final Delivery Report (Due within 6 Months of conclusion of all activities)