

Generating ePPRs for 2026 STIP Adoption

Use the following guidance document to create ePPRs for 2026 State Transportation Improvement Program (STIP).

- 1) [Create ePPRs from existing programmed projects and for STIP adoption carry over](#)
- 2) [Create new ePPRs for proposed new projects](#)

Please visit [Office of Capital Improvement Programming \(OCIP\)](#) for a link to [ePPR login screen \(CalSMART\)](#), [ePPR User's Guide](#) and [FAQs](#).

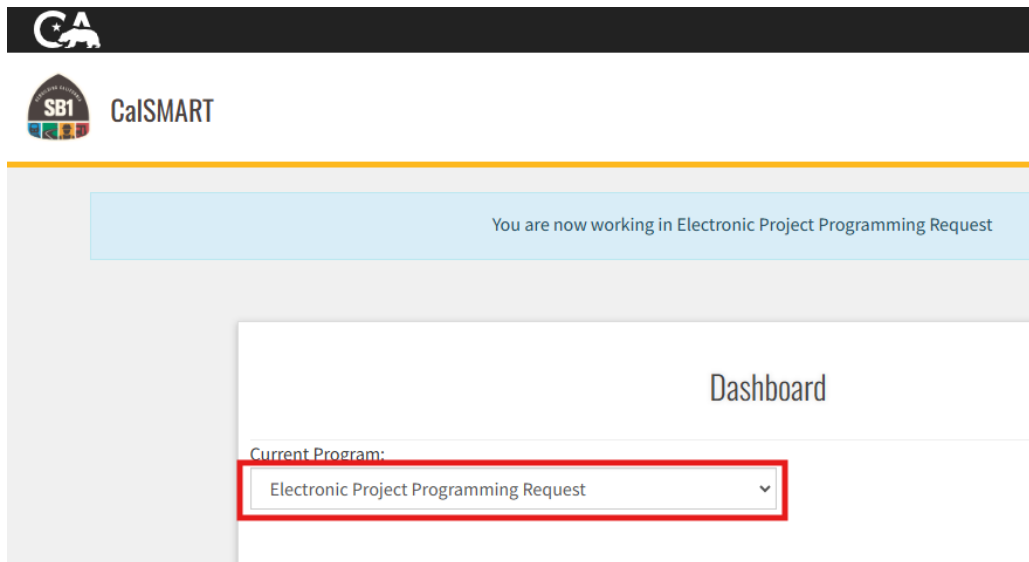
If you need additional information or help with creating ePPRs, please email us at ePPR@dot.ca.gov

1) Create ePPRs from already existing Programmed Projects for Adoption Carry Over

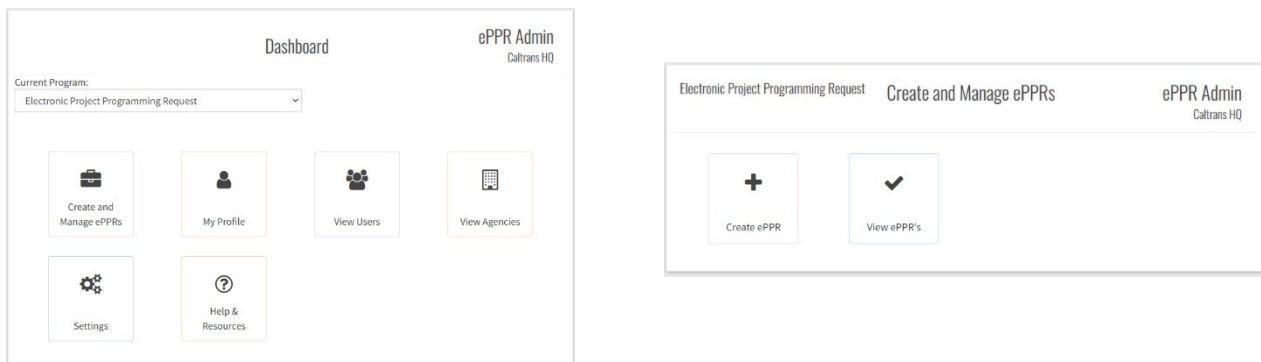
To create an ePPR document for an already programmed project that exists in Caltrans programming database, please follow the following steps:

1. Register or login to [CalSMART](#)

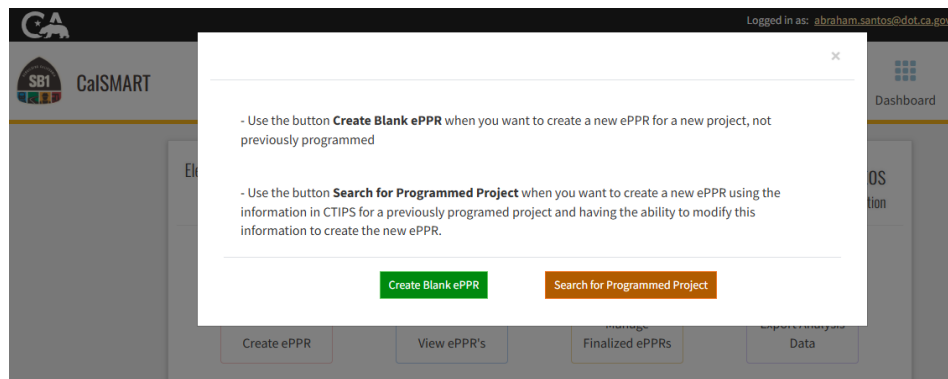
- Under Current Program, select Electronic Project Programming Request



- Click on Create and Manage ePPRs, then Create ePPR



- Click on 'Search for Programmed Project'



5. The projects can be searched by selecting one of the four identifiers:

The screenshot shows the CalSMART logo at the top. Below it is a search interface with a 'Search Type' dropdown menu. The dropdown is open, showing four options: 'District/PPNO', 'CTIPS ID', 'ePPR ID', and 'EFIS ID'. To the right of the dropdown are 'Search' and 'Clear' buttons.

a) District and PPNO

This screenshot shows the 'SEARCH FOR PROGRAMMED PROJECT' form. The 'Search Type' dropdown is set to 'District/PPNO'. There are also 'District' and 'PPNO' input fields. 'Search' and 'Clear' buttons are on the right. A message at the bottom says 'Please select a Search Type to begin your search'.

b) CTIPS ID

This screenshot shows the 'SEARCH FOR PROGRAMMED PROJECT' form. The 'Search Type' dropdown is set to 'CTIPS ID'. There is an 'ID' input field. 'Search' and 'Clear' buttons are on the right. A message at the bottom says 'Please select a Search Type to begin your search'.

c) ePPR ID

This screenshot shows the 'SEARCH FOR PROGRAMMED PROJECT' form. The 'Search Type' dropdown is set to 'ePPR ID'. There is an 'ID' input field. 'Search' and 'Clear' buttons are on the right. A message at the bottom says 'Please select a Search Type to begin your search'.

d) EFIS ID

This screenshot shows the 'SEARCH FOR PROGRAMMED PROJECT' form. The 'Search Type' dropdown is set to 'EFIS ID'. There is an 'ID' input field. 'Search' and 'Clear' buttons are on the right. A message at the bottom says 'Please select a Search Type to begin your search'.

Search the project based on your preferred search keys and check box in first column to select a project from the returned search result and click on Create ePPR

SEARCH FOR PROGRAMMED PROJECT

Search Type * District * PPWO *

District/PPWO 04 2204 Search Clear

Select One	CTPS ID	Title	EA	EFIS ID	District	PPWO	County	Route	Post Mile Back	Post Mile Ahead
<input type="checkbox"/>	10600000568	Route 87 Guadalupe Freeway Corridor	4874Q1		04	2204	SCL	87	6.100	7.100
<input type="checkbox"/>	10600000811	Route 87 Guadalupe Freeway Corridor	4874A1		04	2204D	SCL	87	7.800	8.900
<input type="checkbox"/>	10600000828	Rte 87 Landscaping	042721		04	2204Y	SCL	87	6.900	9.100
<input type="checkbox"/>	10600000326	Guadalupe Freeway- Riparian Habitat	4874B1	0400002048	04	2204F	SCL	87	7.600	8.900
<input type="checkbox"/>	10600000329	Route 87 Guadalupe Freeway Corridor	4874B1		04	2204B	SCL	87	7.800	8.900
<input type="checkbox"/>	10600000927	Rte 87 Landscaping	042721		04	2204G	SCL	87	6.100	6.900

Create ePPR

6. A click on the Create ePPR will generate a pop-up message, asking if this is an Amendment ePPR. Select **'No'** to carryover projects in to 2026 STIP by creating this ePPR. *(Carryover projects are part of the STIP adoption, and are not considered as amendments)*

Is this an Amendment ePPR? ✕

- Click **'Yes'**, if you'd like to create ePPR for a scope, schedule or cost update/change. Use this feature for printing ePPR for Baseline agreements as well.

- Click **'No'**, if you'd like to request additional funds for an existing project from new fund sources (including for new STIP cycle) not currently part of projects existing funding plan.

Yes
No

7. **General Info Tab:** A draft ePPR must be saved to proceed further.
- Select 'STIP' from the Program dropdown.
 - Select 'Regular', 'PPM', or 'AB 3090' from Project Type dropdown.
 - The implementing agencies selected on this page will appear as the only options on the implementing agency tab, so make sure all required agencies are listed here.
 - If you'd like to share this ePPR for review while you are working on it, please add the regional agency in the co-nominating agency so they would be able to view it.

- Fill out all required(*) fields and click 'Save Draft' in the Sections panel on the right to save the draft. This step is required to save the initial draft that can be edited at a later time. The draft ePPR can be printed as a pdf to be sent for reviews and comments (see step 19 on how to generate the pdf).

The screenshot shows the 'PROJECT PROGRAMMING REQUEST' form, specifically the 'General Information' tab. The form includes the following fields and options:

- Project Title***: A text field containing 'Coast Subdivision Positive Train Control Implementation Project'.
- MPO***: A dropdown menu with 'NON-MPO' selected.
- Program***: A dropdown menu with 'STIP' selected. Below it are checkboxes for 'OTHER', 'LPPF', and 'STIP' (which is checked). A link 'Caltrans HQ' is visible.
- Project Type***: A dropdown menu with 'Regular' selected. Other options visible are 'PPM' and 'AB 3090'.
- Implementing Agency(s)* (type to filter list) ?**: A dropdown menu with 'Caltrans HQ' selected.
- Co-Nominating Agency(s) (type to filter list) ?**: An empty dropdown menu.

A red asterisk indicates that fields marked with * are required.

- Go through all the tabs listed in the Sections area on the right and fill out all required(*) fields on each tab. After verifying the information on that tab is still relevant and valid, **click 'Save Draft'** before working on another tab. There may be some data missing in the original programming data but the ePPR validation would require that all required(*) fields are updated before the 'Save as Final' button appears on the Review/ Print Tab.

The screenshot shows the 'Sections' panel on the right side of the form. It contains a list of tabs that can be clicked to navigate between different sections of the form:

- General Info
- Project Header
- Scope and Location
- Implementing Agency Roles
- Legislative Districts
- Project Milestones
- Purpose and Need
- Category and Outputs
- Performance Indicators and Measures
- Additional Information
- Existing Funding Plan
- Proposed Funding Plan
- Amendment
- Review/Print

At the bottom of the panel is a green button labeled 'Save Draft'.

9. **Project Header:** Please provide all required information.

PROJECT PROGRAMMING REQUEST									
Header Information <small>Fields marked with * are required</small>									
District*	EA	PPNO	Element*						
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>						
Project ID	MPO ID								
<input type="text"/>	<input type="text"/>								
Project Locations									
Post Mile Query Tool ?									
Location	County	Route	Route Suffix	Prefix Back	Post Mile Back	Suffix Back	Prefix Ahead	Post Mile Ahead	Suffix Ahead
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contact Information - Project Manager									
Name*			Phone*			Email Address*			
<input type="text"/>			<input type="text"/>			<input type="text"/>			

If the Project is located in one, two, or three counties: Select each county from the drop-down menu and type in the route and post mile information associated with each county.

PROJECT PROGRAMMING REQUEST									
Header Information <small>Fields marked with * are required</small>									
Project ID		MPO ID							
<input type="text" value="0000000000"/>		<input type="text"/>							
Project Locations									
Post Mile Query Tool ?									
Location	County	Route	Route Suffix	Prefix Back	Post Mile Back	Suffix Back	Prefix Ahead	Post Mile Ahead	Suffix Ahead
1	Del Norte	101	<input type="text"/>	<input type="text"/>	1.000	<input type="text"/>	<input type="text"/>	2.000	<input type="text"/>
2	Humboldt	101	<input type="text"/>	<input type="text"/>	3.000	<input type="text"/>	<input type="text"/>	4.000	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contact Information - Project Manager									
Name*			Phone*			Email Address*			
<input type="text" value="Project Manager"/>			<input type="text" value="(123) 456-7890"/>			<input type="text" value="project.manager@dot.ca.gov"/>			

If the Project is located in more than three counties: Select “Various” from the drop-down menu and type in the route.

PROJECT PROGRAMMING REQUEST									
Header Information Fields marked with * are required									
District*	EA	PPNO	Element*						
01	00000	0000	Capital Outlay						
Project ID	MPO ID								
0000000000									
Project Locations									
Post Mile Query Tool ?									
Location	County	Route	Route Suffix	Prefix Back	Post Mile Back	Suffix Back	Prefix Ahead	Post Mile Ahead	Suffix Ahead
1	Various								
2									
3									
Contact Information - Project Manager									
Name*			Phone*			Email Address*			
Project Manager			(123) 456-7890			project.manager@dot.ca.gov			

Click “Save Draft” in the bottom right corner of the screen.

10. **Scope and Location:** Please provide a brief description of the project location. See the “Guidelines” section listed below the text box. The “Location (Project Limits)” is a brief description of the project location. The “Description (Scope of Work)” is a brief description of the elements of work. (Note: A more detailed scope and benefits of the project will need to be included in the ‘Purpose and Need’ section.) If additional space is needed use the Additional Information section. **Click “Save Draft” in the bottom right corner of the screen.**

PROJECT PROGRAMMING REQUEST						
ePPR ID	Version	Project Title				
ePPR-CT-2026-0001	0	STIP 2026 Example				
District	EA	Project ID	PPNO	MPO ID	County	
01	00000	0000000000	0000		VAR	
Project Scope and Location Fields marked with * are required						
Description/Location *						
<p>“In (or Near) city or town, on road, from start location to end location. Construct (or Install) item of work.”</p> <div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>						
Guidelines -						
<p>The “Location (Project Limits)” is a brief description of the project location. The location should start with a listing of cities or communities in which the project is located followed by the cross streets or other distinguishing features that identify the beginning and ending project limits as appropriate. Long-distance Rail projects should include a listing of the counties in which the project is located followed by the cities or communities or other distinguishing features that identify the beginning and ending project limits. For rural projects, the nearest community should be identified along with the beginning and ending limits.</p> <p>Project description should be in the following format (the underlined text represents variables):</p>						

11. **Implementing Agency Roles:** Identify the Implementing Agency for each phase of the project. Click **“Save Draft”** in the bottom right corner of the screen. As mentioned before, the options for implementing agencies are limited to the one selected on the General Information tab. All implementing agencies selected on the General information tab must be listed on this page.

PROJECT PROGRAMMING REQUEST						
ePPR ID ePPR-CT-2026-0001	Version 0	Project Title STIP 2026 Example				
District 01	EA 00000	Project ID 000000000	PPNO 0000	MPO ID	County VAR	
Implementing Agency Roles Fields marked with * are required						
Implementing Agency for PA&ED *		Caltrans HQ				
Implementing Agency for PS&E *		Caltrans HQ				
Implementing Agency for Right-of-Way *		Caltrans HQ				
Implementing Agency for Construction *		Caltrans HQ				

12. **Legislative Districts:** Select the Legislative Districts (Senate, Assembly, and Congressional) associated with the project location. Click **“Save Draft”** in the bottom right corner of the screen.

PROJECT PROGRAMMING REQUEST						
ePPR ID ePPR-CT-2026-0001	Version 0	Project Title STIP 2026 Example				
District 01	EA 00000	Project ID 000000000	PPNO 0000	MPO ID	County VAR	
Legislative Districts Fields marked with * are required						
Senate*		Assembly*		Congressional*		
1		2		3		

13. **Project Milestones:** Enter the proposed schedule (or actual completion) of various project milestones. For “Document Type”, select the environmental document being used for the project from the dropdown menu. There may be projects that don’t have all the project delivery phases, in that case check the ‘phase not applicable’ box but make sure there is no existing or proposed funding for that phase in the funding tables. Click **“Save Draft”** in the bottom right corner of the screen.

PROJECT PROGRAMMING REQUEST						
ePPR ID ePPR-CT-2026-0001	Version 0	Project Title STIP 2026 Example				
District 01	EA 00000	Project ID 000000000	PPNO 0000	MPO ID	County VAR	
Project Milestones Fields marked with * are required						
Phase	Existing	Proposed				
Existing Project Study Report Approved	08/08/2021					
Begin Environmental (PA&ED) Phase *	<input type="checkbox"/> PA&ED Phase Not Applicable	09/09/2021				
Circulate Draft Environmental Document	Document Type: <input type="text" value="EIR"/> ?	11/11/2021				
Draft Project Report *		12/12/2021				
End Environmental (PA&ED) Phase *		01/01/2022				
Begin Design (PS&E) Phase *	<input type="checkbox"/> PS&E Phase Not Applicable	02/02/2022				
End Design Phase (RTL for Advertisement Milestone) *		03/03/2022				
Begin Right of Way Phase *	<input type="checkbox"/> Right of Way Phase Not Applicable	04/04/2022				
End Right of Way Phase (Right of Way Certification Milestone) *		05/05/2022				
Begin Construction Phase (Contract Award Milestone) *	<input type="checkbox"/> Construction Phase Not Applicable	06/06/2022				
End Construction Phase (Construction Contract Acceptance Milestone) *		07/07/2022				
Begin Closeout Phase *	<input type="checkbox"/> Closeout Phase Not Applicable	08/08/2022				

14. **Purpose and Need:** Provide a brief purpose and explanation of the need for the project. If additional space is needed, continue the Purpose and Need in the Additional Information. Please select items from the dropdown menus (all fields are required). Click **“Save Draft”** in the bottom right corner of the screen.

PROJECT PROGRAMMING REQUEST

ePPR ID: ePPR-CT-2026-0001 | Version: 0 | Project Title: STIP 2026 Example
 District: 01 | EA: 00000 | Project ID: 000000000 | PPWD: 0000 | MPO ID: | County: VAR

Project Purpose and Need Fields marked with * are required

Purpose and Need Statement *

Brief Purpose and explanation of the need for the project.

NHS Improvement * ? | Roadway Class * ?
 Reversible Lane Analysis * ? | Sustainable Communities Strategy Goals * ?
 Reduce Greenhouse Gas Emissions * ?

15. **Category and Outputs:** At least one output is required by the system (except PPM and AB3090 projects). Use Category and Output related to the infrastructure benefit that is provided by the project and fill in the total field. Then click **“Add Output”**.

PROJECT PROGRAMMING REQUEST

ePPR ID: ePPR-CT-2026-0001 | Version: 0 | Project Title: STIP 2026 Example
 District: 01 | EA: 00000 | Project ID: 000000000 | PPWD: 0000 | MPO ID: | County: VAR

Category and Outputs Information Fields marked with * are required

Category * | Output * | **Add Output**

Delete	Category	Output	Unit	Total
<input type="button" value="Delete"/>				

Enter the quantity for each output in the **“Total”** column. To add another output, repeat the process listed above (select category and output; click **“Add Output”**; enter **“Total”**).

PROJECT PROGRAMMING REQUEST

ePPR ID: ePPR-CT-2026-0001 | Version: 0 | Project Title: STIP 2026 Example
 District: 01 | EA: 00000 | Project ID: 000000000 | PPWD: 0000 | MPO ID: | County: VAR

Category and Outputs Information Fields marked with * are required

Category * | Output * | **Add Output**

Delete	Category	Output	Unit	Total
<input type="checkbox"/>	Bridge / Tunnel	New Interchanges	SQFT	1

If there is any explanation about assumptions and limitations of the outputs value, please add the relevant information in the Additional Information Tab. Click **“Save Draft”** in the bottom right corner of the screen. If the project is a ‘Regular’ project type (not PPM or AB3090) but does not provide any infrastructure benefits, then select any one category and output, click on ‘Add Output’ and add ‘zero’ in the total columns.

Zero = Not Applicable.

16. **Performance Indicators and Measures:** At least one performance measure is required (except PPM and AB3090 projects). Click on “Select Additional Measures” to expand the drop-down. To add Benefit, select measure and a relevant indicator from the drop-down menu and click on ‘Add Benefit’.

Providing project level benefits will help measure and document the total benefits at the regional level. If the project does not contribute to any performance measure, please select any one measure and indicator, and click on ‘Add Benefit’ and add ‘zero’ in the value columns.

Zero = Not Applicable.

If there is an explanation about assumptions and limitations of the Performance Indicators value, please add the relevant information in the Additional Information Tab.

PROJECT PROGRAMMING REQUEST

ePPR ID
ePPR-CT-2026-0001

Version
0

Project Title
STIP 2026 Example

District
01

EA
00000

Project ID
000000000

PPWO
0000

MPO ID

County
VAR

Performance Indicators and Measures Fields marked with * are required

Select Additional Measures ▾

Delete ?

Measure

Indicator

Unit

Build Total *

Future No Build Total *

Change

Delete

PROJECT PROGRAMMING REQUEST

ePPR ID
ePPR-CT-2026-0001

Version
0

Project Title
STIP 2026 Example

District
01

EA
00000

Project ID
000000000

PPWO
0000

MPO ID

County
VAR

Performance Indicators and Measures Fields marked with * are required

Additional Measures (optional) ?

Measure *
Congestion Reduction

Indicator *
Change in Daily Vehicle Miles Travelled

Add Benefit

Add Program Benefits ?

Program

Add Program Benefits

^ Hide this Section

Delete ?

Measure

Indicator

Unit

Build Total *

Future No Build Total *

Change

Delete

PROJECT PROGRAMMING REQUEST

ePPR ID
ePPR-CT-2026-0001

Version
0

Project Title
STIP 2026 Example

District
01

EA
00000

Project ID
000000000

PPWO
0000

MPO ID

County
VAR

Performance Indicators and Measures Fields marked with * are required

Select Additional Measures ▾

Delete ?

Measure

Indicator

Unit

Build Total *

Future No Build Total *

Change

☐ System Reliability (freight)
Daily Vehicle Hours of Travel Time Reduction
Hours

0

0

0

Delete

17. **Additional Information:** Use this section to include any overflow of information from previous tabs and to communicate any assumptions or restrictions about the project data or the ePPR module validation restriction so we can be aware of it.

If there is no information to be shared, please check 'No Comments'. Click **"Save Draft"** in the bottom right corner of the screen.

PROJECT PROGRAMMING REQUEST					
ePPR ID ePPR-CT-2026-0001	Version 0	Project Title STIP 2026 Example			
District 01	EA 00000	Project ID 000000000	PPNO 0000	MPO ID	County VAR
Additional Information					
<input type="checkbox"/> No Comments					
Additional Information <div style="border: 1px solid #ccc; height: 150px; margin-top: 5px;"></div>					

18. **Proposed Funding Plan:** The funding portion of the ePPR provides a detailed view of the proposed project programming. Each funding source is broken down by phase. In accordance with the CTC's STIP Guidelines, all programmed component amounts must be inputted to the appropriate fiscal year and rounded to thousands.

Click "Add a Funding Source" – either the blue link or the green button (bottom left corner).

PROJECT PROGRAMMING REQUEST																																																																																																			
ePPR ID ePPR-CT-2026-0001	Version 0	Project Title STIP 2026 Example																																																																																																	
District 01	EA 00000	Project ID 000000000	PPNO 0000	MPO ID	County VAR																																																																																														
Proposed Project Funding Plan (all amounts in \$1,000)																																																																																																			
<table border="1"> <thead> <tr> <th colspan="10">Proposed Total Project Cost</th> </tr> <tr> <th>Component</th> <th>Prior</th> <th>26/27</th> <th>27/28</th> <th>28/29</th> <th>29/30</th> <th>30/31</th> <th>31/32+</th> <th>Total</th> <th>Implementing Agency</th> </tr> </thead> <tbody> <tr> <td>E&P (PA&ED)</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>Caltrans HQ</td> </tr> <tr> <td>PS&E</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>Caltrans HQ</td> </tr> <tr> <td>R/W SUP</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>Caltrans HQ</td> </tr> <tr> <td>CON SUP</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>Caltrans HQ</td> </tr> <tr> <td>R/W</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>Caltrans HQ</td> </tr> <tr> <td>CON</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>Caltrans HQ</td> </tr> <tr> <td>Total</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table>										Proposed Total Project Cost										Component	Prior	26/27	27/28	28/29	29/30	30/31	31/32+	Total	Implementing Agency	E&P (PA&ED)	0	0	0	0	0	0	0	0	Caltrans HQ	PS&E	0	0	0	0	0	0	0	0	Caltrans HQ	R/W SUP	0	0	0	0	0	0	0	0	Caltrans HQ	CON SUP	0	0	0	0	0	0	0	0	Caltrans HQ	R/W	0	0	0	0	0	0	0	0	Caltrans HQ	CON	0	0	0	0	0	0	0	0	Caltrans HQ	Total	0	0	0	0	0	0	0	0	
Proposed Total Project Cost																																																																																																			
Component	Prior	26/27	27/28	28/29	29/30	30/31	31/32+	Total	Implementing Agency																																																																																										
E&P (PA&ED)	0	0	0	0	0	0	0	0	Caltrans HQ																																																																																										
PS&E	0	0	0	0	0	0	0	0	Caltrans HQ																																																																																										
R/W SUP	0	0	0	0	0	0	0	0	Caltrans HQ																																																																																										
CON SUP	0	0	0	0	0	0	0	0	Caltrans HQ																																																																																										
R/W	0	0	0	0	0	0	0	0	Caltrans HQ																																																																																										
CON	0	0	0	0	0	0	0	0	Caltrans HQ																																																																																										
Total	0	0	0	0	0	0	0	0																																																																																											
Funding Sources																																																																																																			
No Funding Sources Found for this ePPR Add a Funding Source																																																																																																			
<div style="background-color: #28a745; color: white; padding: 5px; display: inline-block;">Add Funding Source</div>																																																																																																			

For STIP Funds, enter the following information:

Use Fund Category: Select “IIP” or “RIP”

Fund Description: Select “STIP – Federal/State”

Committed: Select “No”

PROJECT PROGRAMMING REQUEST

ePPR ID ePPR-CT-2026-0001	Version 0	Project Title STIP 2026 Example			
District 01	EA 00000	Project ID 000000000	PPNO 0000	MPO ID	County VAR

Funding Source (all amounts in \$,000) Fields marked with * are required

Fund Category* IIP Fund Description* STIP - Federal/State New Fund Description

Funding Agency Nothing selected Notes Committed* ?
☐ Yes
☒ No



Fund #1	IIP - STIP - Federal/State (Uncommitted)							
Component	Prior	26/27	27/28	28/29	29/30	30/31	31/32+	Total
Total	0	0	0	0	0	0	0	0

FY	E&P (PA&ED)	PS&E	R/W SUP	CON SUP	R/W	CON	Actions

[+ Add Funding Amount](#)



Then Click the “Add Funding Amount”. Enter FY (YY/YY) and funding amounts (per \$1000) for the phases in the FY when STIP funds are requested.

Fund #1	IIP - STIP - Federal/State (Uncommitted)							
Component	Prior	26/27	27/28	28/29	29/30	30/31	31/32+	Total
Total	0	0	0	0	0	0	0	0

FY	E&P (PA&ED)	PS&E	R/W SUP	CON SUP	R/W	CON	Actions
25/26	1000						 

Click the green floppy disk icon (under “Actions”) to save.

Fund #1	IIP - STIP - Federal/State (Uncommitted)							
Component	Prior	26/27	27/28	28/29	29/30	30/31	31/32+	Total
Total	1,000	0	0	0	0	0	0	1,000

FY	E&P (PA&ED)	PS&E	R/W SUP	CON SUP	R/W	CON	Actions
25/26	1,000	0	0	0	0	0	 

[+ Add Funding Amount](#)

Add additional fund sources and amounts as needed.

Click the green “Save” button at the bottom of the Sections pane to save the information on the Proposed Funding tab.

The entire Proposed Funding Plan should now be listed as in screenshot below.

PROJECT PROGRAMMING REQUEST									
ePPR ID ePPR-CT-2026-0001	Version 0	Project Title STIP 2026 Example							
District 01	EA 00000	Project ID 000000000	PPNO 0000	MPO ID	County VAR				
Proposed Project Funding Plan (all amounts in \$1,000)									
Proposed Total Project Cost									
Component	Prior	26/27	27/28	28/29	29/30	30/31	31/32+	Total	Implementing Agency
E&P (PA&ED)	1,000	0	0	0	0	0	0	1,000	Caltrans HQ
PS&E	0	0	0	0	0	0	0	0	Caltrans HQ
R/W SUP	0	0	0	0	0	0	0	0	Caltrans HQ
CON SUP	0	0	0	0	0	0	0	0	Caltrans HQ
R/W	0	0	0	0	0	0	0	0	Caltrans HQ
CON	0	0	0	0	0	0	0	0	Caltrans HQ
Total	1,000	0	0	0	0	0	0	1,000	
Funding Sources									
Fund #1: IIP - STIP - Federal/State (Uncommitted)									

19. **Review/Print:** Ensure that each section is complete, with “NO ERRORS” and a green checkmark (No Error indicator). If there is an error, a black exclamation mark will appear next to the section, along with a red description of the error. Please remedy errors as necessary, until all sections have the green checkmark.

Review	Sections
(All sections must be completed, without errors, before the PPR can be finalized)	
<ul style="list-style-type: none"> General Info Project Header Scope and Location Implementing Agency Roles Legislative Districts Project Milestones Purpose and Need Category and Outputs Performance Indicators and Measures Additional Information Proposed Funding Plan Amendment 	<ul style="list-style-type: none"> General Info Project Header Scope and Location Implementing Agency Roles Legislative Districts Project Milestones Purpose and Need Category and Outputs Performance Indicators and Measures Additional Information Existing Funding Plan Proposed Funding Plan Amendment
	<div>Save as Final</div> <div>Print</div>

The Button ‘Save as Final’ will appear on the review Tab when there is a green check (No Error) indicator next to all tabs.

DO NOT SAVE AS FINAL if you want to review and make any changes to the ePPR later.

You may print the ePPR at any point to generate a pdf (with draft watermark) that can be shared for review and comments. Click on the Print button located at the bottom right of the screen to generate the pdf.

To Finalize the ePPR, click “Save as Final” and generate a Print pdf without “draft watermark”. All final ePPR submissions should be finalized to allow for CTC to take action.

20. To edit the **Draft ePPR** before it is 'Saved as Final', click on the ePPR ID in the 'View ePPR' list. This will take you back to the draft ePPR where you would be able to edit any sections that needs to be updated.
- Note: Do not click "copy" and "duplicate" the ePPR, in order to edit it.

Search <input type="text"/> <input type="button" value="Apply"/> <input type="button" value="Clear"/>									
ePPR ID	Version	PPR FY	Project Title	Creating Agency	MPO	ePPR Status	Copy	Delete	
ePPR-CT-2021-0019	0	2021	Coast Subdivision Positive Train Control Implementation Project	Caltrans HQ	NON-MPO	Draft			
ePPR-CT-2021-0018	0	2021	Eureka/Arcata Corridor Improvement	Caltrans HQ	NON-MPO	Draft			
▶ ePPR-CT-2020-0165	1	2021	Eureka/Arcata Corridor Improvement	Caltrans HQ	NON-MPO	Draft			
ePPR-CT-2021-0016	0	2021	This is a test	Caltrans HQ	SACOG	Draft			
ePPR-CT-2021-0015	0	2021	Route 101 Marin-Sonoma Narrows Contract A4, Construct Southbound HOV Lanes	Caltrans HQ	MTC	Draft			
▶ ePPR-CT-2020-0011	1	2021	Heaven test 3.3	Caltrans HQ	SCAG	Draft			
ePPR-CT-2021-0014	0	2021	Coast Subdivision Positive Train Control Implementation Project	Caltrans HQ	NON-MPO	Draft			
▶ ePPR-CT-2020-0169	1	2020	Soda Bay Road Rehabilitation	Caltrans HQ	NON-MPO	Draft			
ePPR-CT-2021-0013	0	2021	Eureka/Arcata Corridor Improvement	Caltrans HQ	NON-MPO	Draft			
▶ ePPR-CT-2020-0171	0.1	2020	This is a test	Caltrans HQ	SACOG	Final			
<div> <div>1</div> <div>2</div> <div>3</div> <div>4</div> <div>5</div> <div>6</div> <div>7</div> <div>8</div> <div>9</div> <div>10</div> <div>..</div> <div>24</div> <div>Next</div> </div> <div>Results Per Page: 10 25 50</div>									

21. If edits/updates must be made to a finalized ePPR before the application deadline, click on the 'Copy' icon, and create a new version, make edits, and save as Final. Make sure to submit the most updated/relevant ePPR with the application.

Logged in as: shalini.cha

ePPR-CT-2021-0016

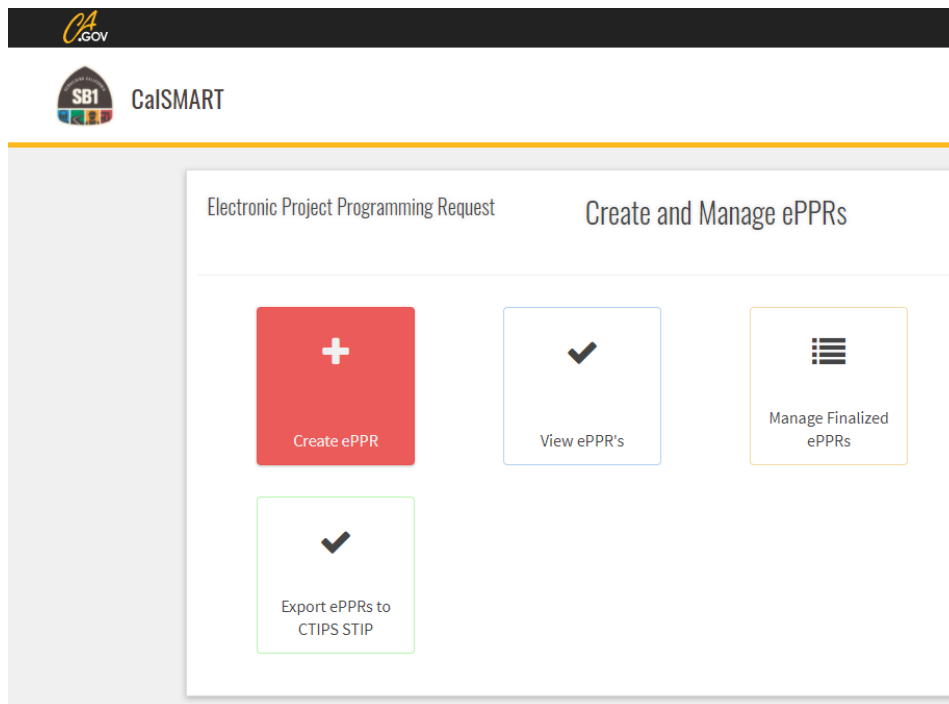
Select 'Duplicate' to copy ePPR to a new ID. Select 'New version' if making changes to the existing ePPR

New Version

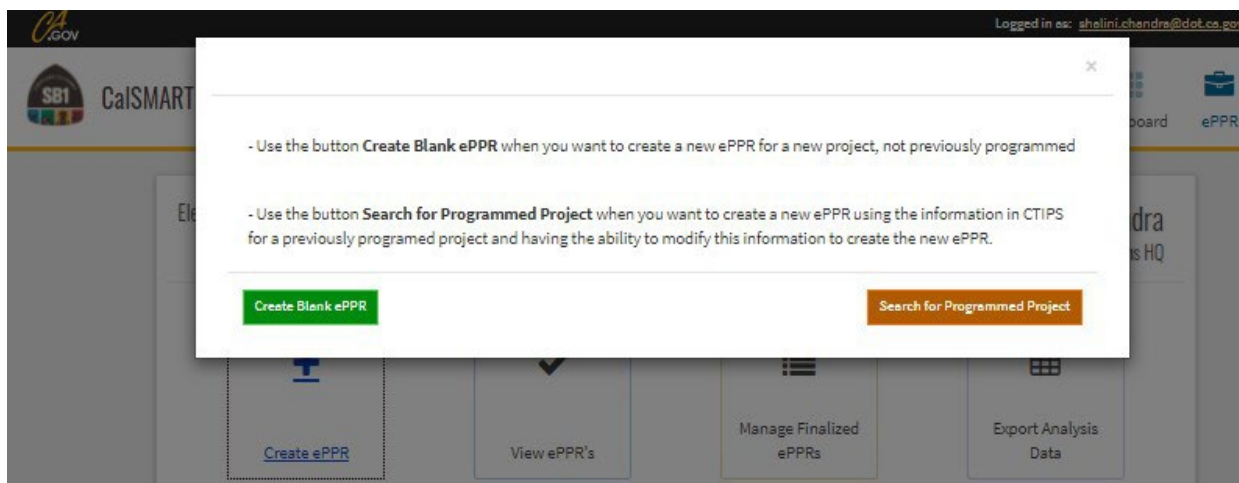
Duplicate

2) Creating ePPR on CalSMART for new Projects

1. Sign in to ePPR module and click on Create ePPR



2. Click on "Create Blank ePPR".



3. **General Info:** Please provide the required information (required fields are marked with an asterisk).
- Select 'STIP' from the Program dropdown.
 - Select 'Regular', 'PPM', or 'AB 3090' from Project Type dropdown.
 - Fill out all other required(*) fields and click 'Save Draft' in the Sections panel on the right to save the draft. This step is required to save the initial draft that can be edited at a later time.
 - The implementing agencies selected on this page will appear as the only options on the implementing agency tab, so make sure all required agencies are listed here.
 - If you'd like to share this ePPR for review while you are working on it, please add the regional agency in the co-nominating agency to ensure that they would be able to view it.
 - Click 'Save Draft' at the bottom right on the Sections panel. At this point the draft ePPR can be printed as pdf to send for reviews and comments.

CREATE PROJECT PROGRAMMING REQUEST

General Information Fields marked with * are required

Project Title* MPO*

Program* Project Type*

Agency Information

Lead Nominating Agency* (type to filter list)

Implementing Agency(s)* (type to filter list)

Co-Nominating Agency(s)* (type to filter list)

Sections (Not Saved)

- General Info
- Project Header
- Scope and Location
- Implementing Agency Roles
- Legislative Districts
- Project Milestones
- Purpose and Need
- Category and Outputs
- Performance Indicators and Measures
- Additional Information
- Proposed Funding Plan
- Review/Print

[Save Draft](#)

- g. After saving, the screen will refresh with additional fields. Under "Cycle", you should see "STIP2026".

PROJECT PROGRAMMING REQUEST

General Information Fields marked with * are required

ePPR ID Version Status Last Updated

Project Title* MPO*

Program* Project Type* Cycle

Agency Information

Lead Nominating Agency* (type to filter list)

4. Go through all the tabs listed in the Sections area on right and fill out all required(*) fields on each tab. After verifying the information is accurate for that tab, **click 'Save Draft'** before working on another tab.



5. Follow Steps 9 through 21, as mentioned above in the previous sections for more details about completing the individual tabs.
For additional information about the data fields on each tab aside from the ones listed, please refer to the [ePPR User's Guide](#).

Please email at ePPR@dot.ca.gov or contact your district STIP liaison if you have any questions or need further assistance.