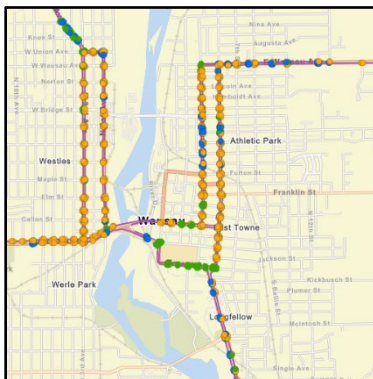


## Standalone Curb Ramp Improvement Program Cultural Resources Review Submittal Process

**Q1:** How do I submit my **Standalone Curb Ramp Improvement Program (SCRIP)** project to the WisDOT Cultural Resources Team (CRT) for review?

**A1:** To submit a SCRIP project to CRT for review, the project must meet current screening criteria as identified in FDM Chapter [26-5-1.1.1](#). If the project meets screening criteria, please follow the instructions below to submit your SCRIP project:

1. Upload to Box: <https://wisdot.box.com/s/fdxrfqtm0d3rag73ms59qz1vgs2qm0wq>  
*NOTE: Non-WisDOT staff do not have access to this Box Folder. If a consultant or others (i.e. City of Milwaukee) regularly submit SCRIP requests on behalf of the Region, work with CRT Staff to receive access.*
2. Create a new file folder in Box titled with the WisDOT project ID.
3. Add the following files, created by the project team, to the project folder:
  - [This Excel spreadsheet](#), with the following information:
    - *NOTE: “Save as” with WisDOT project ID to prevent your submittal from overwriting another project.*
    - Project Design ID
      - Date of need for review (DSR date)
      - WisDOT project manager & REC
      - Project title
      - Project termini (location)
      - County
      - Individual intersection location/name
      - Number of curb ramps at each intersection
      - Is TLE/PLE/FEE needed
        - I.e. corner of intersection NE/SE/NW/SW, median crossing location etc.
    - Maps:
      - Overview map
      - Project plans (if available)
      - GIS point data for each curb ramp



**Standalone Curb Ramp Improvement Program  
Cultural Resources Review Submittal Process**

**Q2:** *Where do I find the results of the SCRIP review?*

**A2:** Results are posted in the Region-specific [Box folder](#)

**Q3:** *How long does the process take?*

**A3:** This process typically takes 8-10 weeks (if no historic properties are identified)

**Q4:** *What happens if the review identifies historic properties within the project area (archaeological and/or architecture/history)?*

**A4:** Depending on the nature of the historic properties present, different actions will occur.

- Burial site(s) (State Statue 157.70)
  - Requests to Disturb (RTDs; see [CRT Frequently Asked Questions](#))
- Archaeological site(s)
  - Service provider/CRT will provide recommendations and/or next steps
  - Additional coordination may be required
- Architecture history
  - Service provider/CRT will provide recommendations and/or next steps
    - Full Section 106 Process *may* be required. In this circumstance, the design consultant will be required to sub-contract with a qualified professional to complete the Section 106 submittal.

**Q5:** *What happens if my project has additional curb ramps after the initial submittal?*

**A5:** **Notify CRT immediately!**

- Send an email to [CRT Mailbox](#) to stating you have added additional locations to the SCRIP
- Submit new locations only, following the instructions above

**Q6:** *What happens if my project removes curb ramps after the initial submittal?*

**A6:** **Notify CRT immediately!**

- Send an email to [CRT Mailbox](#) stating you have removed locations from the SCRIP
- Provide list of removed locations only

**CRT will be checking Box daily for submittals.  
You will be contacted if additional information is needed.**

**For questions contact [Lynn Cloud](#) and/or [Katie Kaliszewski](#)**

**Or**

**[SCRIP Coordinator: Kate Sand](#)  
[Statewide Bike/Ped Coordinator: Chris Squires](#)**