

Overview of CMAQ Procedure

Background

Congestion Mitigation & Air Quality Improvement (CMAQ) is a federal program administered by the Federal Highway Administration (FHWA). CMAQ was initially authorized as part of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA). The program continued under subsequent surface transportation funding programs such as the Transportation Equity Act for the 21st Century (MAP-21). Fixing America’s Surface Transportation (FAST) Act is the latest federal surface transportation infrastructure planning and investment funding to authorize CMAQ, which was signed into law in 2015.

The CMAQ program provides funding to state and local governments for transportation projects and programs to help meet the requirements of the Clean Air Act. CMAQ funding is available to reduce congestion and improve air quality for areas that do not meet the national ambient air quality standards (NAAQS) for ozone, carbon monoxide or particulate matter, referred to as nonattainment areas, and for former nonattainment areas that are now in compliance (maintenance areas). In North Carolina, there are 24 counties currently eligible for CMAQ funding.

CMAQ Eligible Counties

Cabarrus	Edgecombe	Haywood*	Orange
Catawba	Forsyth	Iredell*	Person
Chatham*	Franklin	Johnston	Rowan
Davidson	Gaston	Lincoln	Swain*
Davie	Granville	Mecklenburg	Union
Durham	Guilford	Nash	Wake

Counties marked with an asterisk (*) are only partially designated nonattainment or maintenance. CMAQ projects within these counties must be within the nonattainment or maintenance portion of the county.

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Overview of CMAQ Procedure, Continued

Procedure

The following outlines the procedure for the CMAQ process.

- The NC Department of Transportation (NCDOT) Transportation Planning Division (TPD) issues a call for projects.
 - CMAQ applications can be submitted on-line via the NCDOT Connect site at <https://connect.ncdot.gov/projects/planning/Pages/CongestionMitigationAirQualityNC.aspx>
 - Applicants will use the CMAQ Emissions Calculator Toolkit (Excel based) developed by FHWA for CMAQ application emissions. The CMAQ Emissions Calculator Toolkit is located via the FHWA website at https://www.fhwa.dot.gov/environment/air_quality/cmaq/toolkit/
 - Once CMAQ project applications are received, the projects are vetted to determine if they are eligible for CMAQ funding
 - To determine eligibility of the CMAQ projects, an interagency review is conducted by a representative from each of the following agencies:
 - the Environmental Protection Agency (EPA),
 - the Federal Highway Administration (FHWA),
 - the Division of Air Quality (DAQ) and
 - the Federal Transit Authority (FTA)
 - If the CMAQ project is deemed eligible, TPD issues an award letter to the recipient
 - Upon receiving the award letter, the recipient has 6 months to establish a contract with NCDOT for the CMAQ project
 - If a contract is not established within the allotted 6 months, the CMAQ award may be rescinded
 - The CMAQ award recipient submits a quarterly report (standardized report provided by TPD) on the progress of the project and funds expended during the quarter to TPD
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Example of CMAQ Application

CMAQ PROJECT APPLICATION

IN ORDER TO BE CONSIDERED A COMPLETE APPLICATION PACKAGE, ALL FIELDS MUST BE APPROPRIATELY COMPLETED & REQUIRED ADDITIONAL INFORMATION AS NOTED MUST BE ATTACHED. INCOMPLETE APPLICATIONS WILL BE RETURNED.

GENERAL PROJECT INFORMATION

1 SELECT CMAQ PROJECT TYPE

STATEWIDE REGIONAL SUBREGIONAL

2 SELECT MPO/RPO(S)

<input type="checkbox"/> Burlington-Graham MPO	<input type="checkbox"/> Gaston-Cleveland-Lincoln MPO	<input type="checkbox"/> Land of Sky RPO	<input type="checkbox"/> Triangle RPO
<input type="checkbox"/> Cabarrus-Rowan MPO	<input type="checkbox"/> Greensboro MPO	<input type="checkbox"/> NW Piedmont RPO	<input type="checkbox"/> Unifour RPO
<input type="checkbox"/> Capital Area MPO	<input type="checkbox"/> Hickory MPO	<input type="checkbox"/> Rocky Mount MPO	<input type="checkbox"/> Upper Coastal Plain RPO
<input type="checkbox"/> Charlotte Regional TPO	<input type="checkbox"/> High Point MPO	<input type="checkbox"/> Rocky River RPO	<input type="checkbox"/> Winston-Salem MPO
<input type="checkbox"/> Durham-Chapel Hill-Carrboro MPO	<input type="checkbox"/> Kerr-Tar RPO	<input type="checkbox"/> Southwestern RPO	

3 PROJECT SPONSOR INFORMATION

Agency			
Contact Name			
Contact Title			
Address			
Telephone		Email Address	

4 PROJECT INFORMATION

Title	
Description	

Include project details, proposed improvements, purpose, need, how it will provide service, who are the primary stake holders & where it will operate & serve. Attach a sketch design plan of the proposed project which shows the general location.

PROJECT COSTS & DELIVERY SCHEDULE

5 APPLICABLE PROJECT PHASES, FUNDING & YEARS

- CMAQ projects are awarded by Federal Fiscal Years (FFY). FFY run from October 1st of the prior year through September 30th of the next year. For example, FFY 2016 runs from October 1, 2015 through September 30, 2016.
- Cost estimates should reflect anticipated inflation compounded annually at 5% from the current calendar year.
- Minimum 20% match is required for most projects. See 23 U.S.C. §120 paragraph (c) for listing of safety projects that may be funded at up to 100% Federal share.
- In the case of purchasing alternative fueled vehicles (AFV) for general governmental use, CMAQ funding is limited to the cost difference between standard and AFV vehicles. For example, a 2011 Ford Escape lists for \$27,000 and a 2011 Ford Escape Hybrid lists for \$33,000. The total CMAQ-eligible funding for purchase of this AFV would be: \$33,000 - \$27,000 = \$6,000 (subject to local match).

Check box if this project is not typical 80/20 split

Phases(s)	CMAQ Amount	Matching Amount	Total	FFY
<input type="checkbox"/> Planning, Engineering & Design				
<input type="checkbox"/> Right-of-Way				
<input type="checkbox"/> Construction				
<input type="checkbox"/> Transit Operation				
<input type="checkbox"/> Transit Implementation				
<input type="checkbox"/> Non-transit Implementation				
Project Total				

* Milestone dates must coordinate with funding schedule in Section 5.
 * Planning & environmental document; plans, specifications & estimate package; and right of way certification must be complete prior to let date.

Milestone(s)	Month/Year
Planning & Environmental document to be complete:	
Plans, Specifications & Estimate package to be complete:	
Right-of-Way acquisition to begin:	
Anticipated let date (opening of bids):	
Anticipated completion date of project (including project close-out & reimbursement of all eligible expenses):	

7 LIST THE SOURCE(S) OF MATCHING FUNDS:

8 TRANSIT START-UP INFORMATION
 Operation assistance under CMAQ is intended to help start up viable new transportation services that will benefit air quality and eventually cover their own costs. This funding is limited to three years. Other funding sources should supplement & ultimately replace CMAQ funds for operation assistance. Briefly describe how funding will be secured to continue the program after year three.
 (ATTACH ADDITIONAL SHEET(S) IF NEEDED)

GENERAL PROJECT INFORMATION

9 SELECT NC NONATTAINMENT/MAINTENANCE COUNTY(IES):

- * Indicates partial county AQ designation
- | | | | | | | | |
|-----------------------------------|-----------------------------------|------------------------------------|------------------------------------|-----------------------------------|--------------------------------------|---------------------------------|---------------------------------|
| <input type="checkbox"/> Cabarrus | <input type="checkbox"/> Davidson | <input type="checkbox"/> Edgecombe | <input type="checkbox"/> Gaston | <input type="checkbox"/> Haywood* | <input type="checkbox"/> Lincoln | <input type="checkbox"/> Orange | <input type="checkbox"/> Swain* |
| <input type="checkbox"/> Catawba | <input type="checkbox"/> Davie | <input type="checkbox"/> Forsyth | <input type="checkbox"/> Granville | <input type="checkbox"/> Iredell* | <input type="checkbox"/> Mecklenburg | <input type="checkbox"/> Person | <input type="checkbox"/> Union |
| <input type="checkbox"/> Chatham* | <input type="checkbox"/> Durham | <input type="checkbox"/> Franklin | <input type="checkbox"/> Guilford | <input type="checkbox"/> Johnston | <input type="checkbox"/> Nash | <input type="checkbox"/> Rowan | <input type="checkbox"/> Wake |

10 SELECT CMAQ-ELIGIBLE IMPROVEMENT TYPE (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Transportation Control Measures | <input type="checkbox"/> Extreme Low-Temperature Cold Start Programs |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Congestion Relief & Traffic Flow Improvements |
| <input type="checkbox"/> Transit Improvements | <input type="checkbox"/> Bicycle/Pedestrian Facilities & Programs |
| <input type="checkbox"/> Transportation Management Associations | <input type="checkbox"/> Carpooling & Vanpooling |
| <input type="checkbox"/> Freight/Intermodal | <input type="checkbox"/> Diesel Engine Retrofits |
| <input type="checkbox"/> Idle Reduction | <input type="checkbox"/> Training |
| <input type="checkbox"/> Travel Demand Management | <input type="checkbox"/> Public Education & Outreach Activities |
| <input type="checkbox"/> I/M Programs | <input type="checkbox"/> Experimental Pilot Projects |

11 IF TRANSPORTATION CONTROL METHOD, CHECK THE ALLOWABLE TYPE(S):

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Programs/ordinances to facilitate non-automobile travel, provision/utilization of mass transit & general reduction of the need for SOV travel, as part of transportation planning & development efforts of a locality, including programs & ordinances applicable to new shopping centers, special events & other centers of vehicle activity |
| <input type="checkbox"/> | Programs for improved public transit |
| <input type="checkbox"/> | Restriction of certain roads or lanes to, or construction of such roads or lanes for use by, passenger buses or HOV |
| <input type="checkbox"/> | Employer-based transportation management plans, including incentives |
| <input type="checkbox"/> | Trip-reduction ordinances |
| <input type="checkbox"/> | Traffic flow improvement programs that reduce emissions |
| <input type="checkbox"/> | Fringe & transportation corridor parking facilities serving multiple-occupancy vehicle programs or transit services |
| <input type="checkbox"/> | Multiple-occupancy vehicle programs or transit service |
| <input type="checkbox"/> | Programs to limit/restrict vehicle use in downtown areas/other areas of emission concentration during peak periods |
| <input type="checkbox"/> | Programs for the provision of all forms of high-occupancy, shared-ride services |
| <input type="checkbox"/> | Programs to limit portions of road surfaces/certain sections of metro area to the use of non-motorized vehicles or pedestrian |

Programs for secure bicycle storage facilities & other facilities, including bicycle lanes in both public & private areas			
Programs to control extended idling of vehicles			
<input type="checkbox"/> Reducing emissions from extreme cold-start conditions			
Employer-sponsored programs to permit flexible work schedules			
<input type="checkbox"/> Public Education & Outreach Activities			
12 IF TRANSIT IMPROVEMENT, SPECIFY HOW SERVICE WILL BE IMPROVED:			
<input type="checkbox"/> New facilities associated with a service increase		<input type="checkbox"/> New vehicles used to expand the transit fleet	
<input type="checkbox"/> Operating assistance for new service (limit three years)		<input type="checkbox"/> Fare subsidies as part of program to limit exceedances of NAAQS	
13 EMISSIONS REDUCTION CRITERIA			
<p>QUANTITATIVE analysis of air quality impacts is required for most project types. QUALITATIVE analysis is only allowable when it is not possible to accurately quantify emissions benefits, such as public education, marketing & other outreach efforts, which can include advertising alternatives to SOV travel, employer outreach & public education campaigns. The qualitative analysis should be based on a reasoned & logical determination that the project/program will decrease emissions & contribute to attainment or maintenance of NAAQS. The primary benefit of these activities enhanced communication & outreach that is expected to influence travel behavior & air quality.</p>			
<p>• Indicate the type of analysis completed: <input type="radio"/> Quantitative <input type="radio"/> Qualitative</p>			
<p>For QUANTITATIVE analyses, list the expected daily emissions BEFORE and AFTER project implementation:</p>			
Pollutant	Daily Emissions Before (kg)	Daily Emission After (kg)	Daily Emissions Reduction (kg)
Carbon Monoxide (CO)			
Volatile Organic Compounds (VOC)			
Oxides of Nitrogen (NOx)			
Particulate Matter (PM2.5)			
Carbon Dioxide equivalent (CO ₂ e)			
Total Daily Emissions (kg)			
<p>• Describe the method used to estimate the emissions reduction and show calculations: (ATTACH ADDITIONAL SHEET(S) IF NEEDED)</p>			
14 MISCELLANEOUS			
For construction of trails, has the Department of Interior been contacted	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A
Is the fare/fee subsidy program part of a broad program to reduce emissions	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A
Will the ITS project conform to the National ITS architecture	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> N/A
15 SUPPORTING INFORMATION CHECK LIST			
Check supporting information included as attachment(s) to this application:			
<input type="checkbox"/> MPO/RPO Support Resolution (Required for SUBREGIONAL proposals)			
Additional project description and/or details			
<input type="checkbox"/> Map of general project location			
Complete emissions calculations			
Any assumptions used			
<input type="checkbox"/> Other, please specify:			
16 MPO/RPO PRIORITY INFORMATION			
This project has been prioritized by the MPO/RPO and received the following ranking among all CMAQ requests (UNRANKED APPLICATIONS WILL NOT BE PROCESSED):			
17 SUBMIT			
1) SAVE APPLICATION AND ALL ATTACHMENTS IN A SINGLE PDF DOCUMENT			
2) Upload application as single PDF document to CMAQ Sharepoint Website			

Example of CMAQ Award Letter

MEMORANDUM

To: Chris Lukasina
Capital Area Metropolitan Planning Organization

Aaron Cain
Durham-Chapel Hill-Carrboro Metropolitan Planning Organization

From: Jamal Alavi, PE, CPM *Jamal Alavi*
Director, Transportation Planning Division

Subject: CMAQ Project Award for FFY 2020

Thank you for submitting a project proposal for funding through the North Carolina CMAQ Program. The Transportation Planning Division is pleased to inform you that the following project has completed the required interagency review and has been awarded CMAQ funding:

STIP Number	Description	Phase	CMAQ Funding	Local Match	Total Funding	FFY
C-5604SA	TJCOG: Triangle Transportation Demand Management: TDM to reduce VMT	IMP	\$678,976	\$169,744	\$848,720	2020
C-5605	TJCOG: Triangle Transportation Demand Management: TDM to reduce VMT	IMP	\$554,851	\$138,713	\$693,564	2020
		TOTAL	\$1,233,827	\$308,457	\$1,542,284	

Please notify the requesting local government agency (LGA) of the approved project within their jurisdiction and inform the LGA that they are responsible for initiating the local agreement with the NCDOT Local Program Management Office (LPMO) to begin project implementation. In order to implement approved projects, the LGA will need to request a local project agreement through the NCDOT Local Projects Management Tool as soon as possible for projects to begin in FFY 2020.

Please provide the attached document containing instructions for this request to each LGA who has been awarded a CMAQ project. *Please note that projects that are not implemented according to the approved schedule may be subject to cancellation.*

If you have any questions about the CMAQ program or the project that has been awarded funding, please contact Jamal Alavi, PE, CPM by telephone at 919-707-0901 or by email at jalavi@ncdot.gov.

cc: Travis Marshall, PE, Transportation Planning Division
Marta Matthews, Local Programs Management Office
Gretchen Vetter, Capital Area Metropolitan Planning Organization