



STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

RICK SNYDER  
GOVERNOR

KIRK T. STEUDLE  
DIRECTOR

October 11, 2012

Dear CMAQ Program Participant:

On behalf of the Michigan Department of Transportation (MDOT), I am pleased to announce the Call for Projects (CFP) for fiscal years (FY) 2014 - 2017 for the Congestion Mitigation and Air Quality (CMAQ) Program.

The purpose of the CMAQ Program is to fund transportation projects or programs that will contribute to attainment or maintenance of the national ambient air quality standards for ozone, carbon monoxide, and particulate matter.

MDOT's goal for the CMAQ Program is improving Michigan's air quality by reducing air pollution and relieving congestion. The program strives to ensure that all eligible counties continue to meet national ambient air quality standards. The program will focus on projects that best meet the national standards by providing maximum air quality benefit and cost-effective use of financial resources.

**Items to Consider for the FY 2014 - 2017 CMAQ Program Call for Projects (CFP)**

1. CMAQ Program funds are allocated to non-attainment areas based on population, and are reflected in the enclosed funding table. The table reflects the amount of CMAQ funds allocated to local agencies and includes the **federal CMAQ allocation only**. All agencies are responsible for providing the required 20 percent match. Usage of the funds will be constrained to the available local allocation. The MDOT (non-local) allocation should not be taken into consideration when developing your CFP submittal, as those funds are distributed to the MDOT regions. Any exceptions to this must be approved by the MDOT region prior to your submittal.
2. Non-attainment and maintenance areas are allowed to transfer local CMAQ funds among each other; however, MDOT does not track any transfers. The areas are responsible for any agreements made for repayment of any transferred funds. The funding table included in this CFP only reflects the original allocation of funds. All areas should identify any adjustments for repayment of transferred funds in their respective CFP submittals to MDOT.
3. The provision in the Energy Independence and Security Act of 2007 that increased the federal share of the CMAQ Program to up to 100 percent of the cost, applied only to funds that were obligated in FY 2008 or 2009. This provision, which was extended through SAFETEA-LU, also expired on September 30, 2012, and is not included in MAP-21. All projects not already eligible for 100 percent federal share of CMAQ funding require a

20 percent match. Projects eligible for 100 percent federal share include roundabouts, signal actualizations, and rideshare.

4. Construction engineering (CE) costs associated with the construction phase (A Phase) of a project will be permitted for local jobs only if they are part of the original application and should be presented as part of the construction cost estimate. CE costs associated with the A Phase cannot exceed 15 percent of the total A Phase costs and must be included in the A Phase estimate.
5. In order to align the engineering and construction of projects funded by the CMAQ Program, Preliminary Engineering (C Phase) is allowed for local signal timing projects. When applying for a C Phase, please indicate the expected year of obligation of the A Phase on the application. Applicants should make their first priority for this CFP the funding of the A Phases of any project where pre-construction phases were funded with CMAQ in prior years. Please note that the work description must match for each phase, as CMAQ funds are approved for the project and not a specific phase.
6. Applicants should review FHWA's CMAQ Formal Guidance Web site to assure that your selection criteria and spending priorities are consistent with the guidance. Areas that have already conducted a CFP, or have selected projects, should review and apply the guidance to your CFP selection process. This guidance is available here or at:  
[http://www.fhwa.dot.gov/environment/air\\_quality/cmaq/policy\\_and\\_guidance/cmaq08gm.cfm](http://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/cmaq08gm.cfm).

#### **Operating Assistance for Traffic Operating Centers (TOCs) (Changes in MAP-21)**

The special provision in Section 1808(h) of SAFETEA-LU, providing Michigan the flexibility to use CMAQ funds for operation and maintenance of intelligent transportation system strategies that serve a non-attainment or maintenance area for an unlimited amount of years, expired on September 30, 2012. Operating assistance for TOCs that is funded with CMAQ is limited to three years. After the third year, other funding sources must replace CMAQ funds, as these projects no longer represent additional net air quality benefits, but have become part of the baseline transportation network.

Section 1509 of MAP-21 allows the states to transfer apportioned funds between formula programs. Michigan will transfer the estimated funds necessary for the continued operating assistance for TOCs from the CMAQ apportionment to the Surface Transportation Program (STP) apportionment. Local agencies should not consider these funds available for other STP eligible projects, as they are set aside for TOC operations. These projects will be programmed to the database with STP funds and do not require a CMAQ eligibility determination. **Please include any TOC Operations project on your list; however, a corresponding emission worksheet will not be required if CMAQ funds were used the previous three years. That project will be funded with STP. An emission worksheet is required if CMAQ funds will be used for operating assistance in years one, two, or three.**

### **Program Submittal Requirements**

New this year, all CMAQ CFP submittal documents are available on the MDOT CMAQ Web-site at: <http://www.michigan.gov/CMAQ>.

The following list of information is available on the MDOT CMAQ Web site:

1. FY 2014 - 2017 Estimated Funding Allocation Table.
2. CMAQ Project List (MS-Excel Spreadsheet).
3. Instructions and a list of additional items needed for specific projects.
4. A drop-down menu with self-calculating emissions worksheets.
5. Line-by-line instructions for filling out the worksheets.
6. Two tables of emissions factors (one for the Southeastern Michigan Council of Governments area and one for all other areas).

Please use the **CMAQ Project List template** for your submittal. This list replaces the **CMAQ Required Application Form**. Projects should be listed in order by priority. Include a corresponding emission worksheet(s) for each project on the list. Worksheets are available in the drop-down menu on the Web site. The worksheet should reflect the total project (all phases) cost. Emission calculations are based on the total project cost. Instructions for the worksheets are available on the Web site.

When completing the Project List for the route, location description, and work description, please attempt to write a biddable description, and keep in mind this is how your project will be listed in the Statewide Transportation Improvement Program or Metropolitan Transportation Improvement Program.

On the Project List in the "Additional Information from Applicant" field, include a short justification (reason) for the project in the work description. The reason should reflect the overall goals of the CMAQ Program.

All applicable fields in the Project List must be completed. Incomplete information and/or incorrect worksheets will delay the review process and could jeopardize your ability to secure funding.

Be sure to follow your local Metropolitan Planning Organization (MPO) or Regional Planning Agency (RPA)/Rural Task Force (RTF) requirements for preliminary eligibility review, project prioritization, and public involvement. Submit project lists and worksheets by e-mail to [fowlere@michigan.gov](mailto:fowlere@michigan.gov) no later than February 11, 2013. Please include all required information. See the **Additional Items Needed for Eligibility Determination** link on the MDOT CMAQ Web site.

October 11, 2012

**Program Submittal Timeline**

**November 2012 – January 2013** Project Selection: All areas should coordinate with the appropriate MPO, RPA/RTF to select projects for submission.

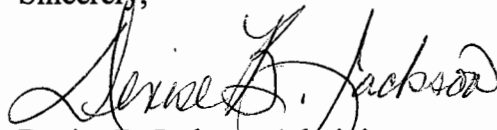
**February 11, 2013** Project Submittal: Applications, worksheets, and a prioritized project list should be submitted electronically no later than February 11, 2013 to the CMAQ program manager. Please advise the program manager before this date if you cannot submit your applications by the due date.

**February 2013 – March 2013** CMAQ Sub-committee Review of Projects: Applicants will be advised of project eligibility and, if necessary, requested to provide additional information.

**April 26, 2013** All eligible projects will be programmed to MDOT's MAP Database and assigned an MDOT job number. A report will be made available to the MPOs or RPAs/RTFs to verify correct information. Increases to projects must be requested prior to obligation, and in accordance with the appropriate CMAQ selection and prioritization guidelines set by your MPO or RPA/RTF.

If you have any questions, please contact your local coordinating agency (MPO or RPA/RTF) for local projects, or the respective region planner for state projects. If you are still unable to resolve your concerns, please contact either me or Edward Fowler, CMAQ Program Manager, at 517-241-0171 or via e-mail at [fowlere@michigan.gov](mailto:fowlere@michigan.gov).

Sincerely,



Denise B. Jackson, Administrator  
Statewide Transportation Planning Division

Enclosure