



Congestion Mitigation and Air Quality (CMAQ) Funding Call for Projects 2018/19

December 6, 2018

El Dorado County Transportation Commission
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2018 EDCTC
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**TRANSPORTATION FUNDING CALL FOR PROJECTS
CONGESTION MITIGATION AND AIR QUALITY PROGRAM (CMAQ)**

INSTRUCTIONS FOR APPLICANTS

CONTENTS

- 1. Introduction3
- 2. Available Funding.....3
- 3. Project Application Details3
- 4. Roles and Responsibilities5
- 5. Definitions of Fund Uses6
 - a. Congestion Mitigation and Air Quality6
 - b. Determining CMAQ Project Eligibility and Calculating Emissions
Reductions7
 - c. EDCTC Pre-Screening for Eligibility.....7
- 6. Screening Criteria7
- 7. Selection Criteria.....8
- 8. Completing the Application8
- 9. Timeline for the 2018/19 Call for Projects10

ATTACHMENTS

- A. 2018/19 Transportation Funding Application Form
- B. Master Agreement Agencies

1. INTRODUCTION

The El Dorado County Transportation Commission (EDCTC) is making available transportation funding from the Federal Congestion Mitigation and Air Quality (CMAQ) program.

The 2018/19 EDCTC Transportation Funding Call for Projects for CMAQ funding is administered through a competitive application process. Funding applications will be reviewed by an independent selection committee and analyzed in accordance with the selection criteria described in detail on page 8 of this document.

At the December 6, 2018 meeting the EDCTC approved the release of the 2018/19 CMAQ Call for Projects and ratified the following:

- The competitive application process
- The project selection criteria, and;
- The appropriate agencies for participation on the selection committee to evaluate the applications and make recommendations to the EDCTC for funding.

The Call for Projects is a process of designating federal transportation funding to a specified project. EDCTC's approval of funding for a specific project is commonly referred to as "programming."

The deadline for receipt of applications at EDCTC is **5:00 p.m. Wednesday, February 6, 2019**. A complete schedule and timeline for this process is included on page 9 of this packet.

The EDCTC 2018/19 Transportation Funding Application form is included as Attachment A.

2. AVAILABLE FUNDING

The amount of funds available during this Call for Projects is shown in the table below.

Available CMAQ Funds 2018/19 Call for Projects	
2018/19 Balance Forward	\$[-3,989]
Estimated Apportionment 2019/20	\$1,588,088
Estimated Apportionment 2020/21	\$1,587,519
Estimated Apportionment 2021/22	\$1,586,939
TOTAL	\$4,758,557

3. PROJECT APPLICATION DETAILS

Project Funding Levels

In determining the amount of funding to request during this Call for Projects, applicants should consider that EDCTC desires to distribute the available funds throughout the region to improve air quality. As a general guide, funding requests should be developed in relation to the size of the area of effect and benefit to the region as a whole.

Federal CMAQ Funds

All federal project applications must meet a minimum funding level of \$200,000, as federally funded projects have significant overhead costs associated with the administration of federal requirements. Experience indicates that smaller projects may become costly and ineffective due to staff time consumed meeting the many regulatory requirements associated with these funds. Applicants are advised to consider funding smaller projects from other revenues or combining a number of smaller projects as an umbrella project under the administration of one agency to minimize the administrative burden.

Project Delivery and Timely Use of Funds

EDCTC encourages that projects be delivered as quickly as possible. Projects may be able to be constructed in advance of the year programmed, dependent upon availability of funding in the SACOG Region. EDCTC will work with project sponsors to determine the applicability of funding advances.

Federal regulations require that CMAQ funds be obligated to approved projects within three years after the fiscal year funds are programmed. Projects are considered “obligated” on the date a Request for Authorization is approved by Caltrans and provided to the local agency. EDCTC will work with project sponsors to ensure projects are obligated in a timely manner. All funding programmed during this Call for Projects must be obligated within two years of the year in which the project, or project phase, is programmed.

Local Match

CMAQ

- CMAQ projects require a local match of 11.47 percent.

Toll Credits

- Utilizing Toll Credits as match reduces the burden on local agencies to provide funding as match. However, use of toll credits can reduce the total number of projects funded with CMAQ in the region.
- EDCTC will determine the applicability of Toll Credits as match based upon review of CMAQ applications and availability of funds.

In accordance with the adopted selection criteria detailed on page 8, EDCTC encourages the utilization of CMAQ funds to leverage funding from other sources.

Eligible Agencies

Projects must be nominated by federal, state, and local public agencies, i.e. Caltrans, a county, a city, a transit operator, a special district, a congestion management agency, joint powers agency, a public authority, or transportation commission. CMAQ-funded projects must be located within the ozone non-attainment area of Western El Dorado County.

Master Agreement Status

In order to receive federal CMAQ funds, a successful applicant must have a “Master Agreement” with Caltrans, be a Federal Transit Administration (FTA) “Eligible Applicant,” or have an agreement with such an eligible agency to sponsor the project. A Master Agreement is a legal document that certifies that Caltrans has reviewed and accepted the financial, accounting, engineering and managerial practices of the agency, and found them to be sufficient to manage and account for financial resources and project delivery under state and federal requirements. FTA “Eligible Applicants” are FTA Section 5307 grant recipients in urbanized areas (over 50,000 population) or Section 5311 grant

recipients in non-urbanized areas. Attachment B is a list of those agencies with Master Agreements or Eligible Applicant status.

Federal and State Requirements Apply

All CMAQ funded activities are subject to Title 23, United States Code, as well as federal, state, and local environmental laws, and Caltrans' administrative guidelines. All CMAQ projects require federal approval.

4. ROLES AND RESPONSIBILITIES

EDCTC Role

EDCTC is responsible for releasing the Call for Projects, verifying information contained in the applications, and screening the applications for eligibility. EDCTC will advise project sponsors of any project found to be ineligible. Projects that are deemed CMAQ eligible will be reviewed and prioritized by the selection committee. A prioritized list of projects will be forwarded to the EDCTC Board with a recommendation for programming. EDCTC will assist sponsors of selected projects in the process of obtaining state (Caltrans) and federal (Federal Highway Administration) approval of the projects. EDCTC will also monitor expenditures and ensure timely implementation of projects.

Air Districts' Role

CMAQ funds must be expended to reduce transportation related emissions within the El Dorado County air quality non-attainment area. The El Dorado County Air Quality Management District (AQMD), along with the California Air Resources Board, prepares the federal Air Quality Attainment plan for this area. The AQMD is a qualified judge for whether or not projects proposed for CMAQ funding will reduce transportation related emissions and are an appropriate expenditure of CMAQ funds. If the Air District is not an applicant for CMAQ funds, they will be asked to participate as a member of the project selection committee.

Caltrans Role

Caltrans will review each project selected for CMAQ funding to determine the eligibility of each project and to certify the ability of the project sponsor to adequately administer the project in accordance with state and federal requirements. This often includes visits to the site, discussions with project sponsors, and review of agency accounting, engineering and management capabilities. Caltrans also acts as the financial agent for the project, reviewing claims for reimbursement and making payments of approved claims.

SACOG Role

The Sacramento Area Council of Governments (SACOG), as the Metropolitan Planning Organization for the Sacramento Region, SACOG is responsible to ensure the region's transportation plans and programs conform to the State Implementation Plan for air quality. SACOG is required to report emission reduction benefits of CMAQ projects to FHWA and Caltrans, therefore, emissions reductions benefit calculations must be submitted to SACOG in advance of programming projects into the Metropolitan Transportation Improvement Program.

5. DEFINITIONS OF FUND USES

CMAQ funds are reimbursable federal aid funds, subject to all the requirements of Title 23, United States Code. Eligible costs under these programs include program planning, preliminary engineering (including environmental studies), right-of-way acquisition, capital costs, and construction costs associated with an eligible activity. Operating costs, other than outreach activities such as education on transportation and air quality, are limited to new or expanded programs and for no more than three years. Any costs incurred prior to receipt of the Federal Highway Administration expenditure authorization (E-76 form) from Caltrans are not eligible. At a minimum, projects must meet the requirements set forth in the program description listed below.

a. CONGESTION MITIGATION AND AIR QUALITY PROGRAM DESCRIPTION

The purpose of the Congestion Mitigation and Air Quality (CMAQ) Program is to fund transportation projects or programs that will contribute to attainment or maintenance of the National Ambient Air Quality Standards (NAAQS) for ozone and carbon monoxide. All projects and programs eligible for CMAQ funds must come from a conforming transportation plan and Transportation Improvement Program (TIP), and be consistent with conformity provisions contained in section 176(C) of the Clean Air Act and the Transportation Conformity Rule. Projects need to be included in TIPs or statewide transportation improvement projects developed by MPOs or States respectively, under the metropolitan or statewide planning regulations. Projects also need to complete the National Environmental Policy Act (NEPA) requirements and meet basic eligibility requirements for funding under titles 23 and 49 of the United States Code. Project types typically considered eligible for CMAQ funding include:

- Transportation Activities in an Approved State Implementation or Maintenance Plan
- Transportation Control Measures (TCM's) that result in air quality benefits
- Extreme Low-Temperature Cold Start Programs
- Public-Private Partnerships
- Alternative Fuel Programs
- Traffic Flow Improvements
- Transit Projects
- Bicycle and Pedestrian Facilities Programs
- Travel Demand Management
- Outreach and Rideshare Activities
- Telecommuting
- Fare/Fee Subsidy Programs
- Intermodal Freight
- Planning and Project Development Activities
- Inspection and Maintenance (I/M) Programs – Emission I/M programs may be eligible
- Magnetic Levitation Transportation technology Deployment Programs
- Experimental Pilot Projects

Typical highway improvements that are eligible fall under TCM's or Traffic flow improvements, such as Traffic Signal Control Systems, Incident Management programs, High Occupancy Vehicle Lanes, and Truck Climbing Lanes that are not capacity increasing (as defined in the State Transportation Improvement Program (STIP) Guidelines).

Projects that are capacity increasing or highway expansion typically are not eligible for this program as they lead to increased vehicle emissions. Similarly, rehabilitation and maintenance activities generally show no potential to reduce vehicle emissions and are not eligible.

b. DETERMINING CMAQ PROJECT ELIGIBILITY AND CALCULATING EMISSIONS REDUCTIONS

CMAQ projects or programs must reduce CO, ozone precursor (NO_x and VOCs), PM, or PM precursor (e.g., NO_x) emissions from transportation; these reductions must contribute to the area's overall clean air strategy and can be demonstrated by the assessment that is required under the CMAQ program guidance.

The Department of Transportation in partnership with the California Air Resource Board has published "Methods to Find the Cost-Effectiveness of Funding Air Quality Projects" which can be of assistance in determining if a potential project actually does reduce emissions, and to what extent.

The written guidance and of the methods and automated tools to perform calculations are available online at the following web page:

<http://www.arb.ca.gov/planning/tsaq/eval/eval.htm>

Additional CMAQ program guidance published by the Federal Highway Administration is available online at the following locations:

Interim CMAQ Guidance Under MAP-21, November 2013:

https://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/2013_guidance/cmaq2013.pdf

Final CMAQ Program Guidance Under SAFETEA-LU – October, 2008:

http://www.dot.ca.gov/hq/transprog/federal/cmaq/cmaq_final_guidance_under_safetealu_1008.pdf

Final CMAQ Program Guidance – Federal Register Vol. 73, No. 203, October, 20, 2008:

http://www.dot.ca.gov/hq/transprog/federal/cmaq/cmaq_final_guidance_102008.pdf

Additional CMAQ-related information is available at the following web page:

http://www.dot.ca.gov/hq/transprog/federal/cmaq/CMAQ_Web_Page.html

c. EDCTC PRE-SCREENING FOR ELIGIBILITY

Applicants may submit the project information to EDCTC staff for a pre-screening of projects for eligibility. Submit the following information to jbarton@edctc.org by Monday January 7, 2019 to have your project pre-screened for eligibility:

- Overall Project Description
- Project Layout Plan or Figures
- Description of potentially eligible elements of the project
- Description of necessary 'incidental' work to be completed to construct CMAQ-eligible elements of the project

6. SCREENING CRITERIA

Activities must meet all of the applicable screening requirements included in the application. If a proposal meets all of the applicable criteria, it is eligible for prioritization; if not, it will be dropped from further consideration.

7. SELECTION CRITERIA

A project selection committee, ratified by the EDCTC Board, will be convened to assist EDCTC in the selection of projects. The committee will utilize the selection criteria listed below to assist in the evaluation and prioritization of project applications. The EDCTC Board will ultimately select projects for funding.

1. **Project meets the requirements of the funding source.** Projects must meet the Federal requirements of the funding source including a quantifiable demonstration of the project's emission reduction benefits. Higher priority will be given to projects that exceed the requirements.
2. **Project Need/Benefit.** Emphasis will be given to projects that clearly identify a problem, or need and propose measurable solutions with clearly stated benefits addressing the problem or need.
3. **Cost Effectiveness.** Cost effectiveness will be assessed on the basis of cost/benefit ratio or the project's ability to leverage funding or coordinate with other available resources.
4. **Project Readiness.** Project readiness will be determined by the accuracy of applicants proposed project scope and schedule. Factors include status of environmental review, project phasing, and commitment of local funding.
5. **Demonstrated Ability to Deliver a Federally Funded Project.** The applicant's delivery history for Federally funded projects will demonstrate their ability to deliver a CMAQ funded project within scope, schedule, and budget. This history will include review of the applicant's invoicing, budget adjustments, and schedule delays on Federally funded projects.
6. **Community Support/Multi-Jurisdictional Projects.** Applicants must clearly articulate the level of Community support for the project that has been received. Multi-jurisdictional projects submitted by partner applicants will be given a high priority.
7. **Inclusion in Local/Regional Plan.** Projects must be included in the currently adopted El Dorado County Regional Transportation Plan as well as other local or regional planning documents. These documents may include: General Plans, El Dorado County Short/Long Range Transit Plans, El Dorado County Bicycle Transportation Plan, City of Placerville Non-Motorized Transportation Plan or other area-specific community plans.

Criteria for project selection include an emphasis on cost, scope and schedule. It is expected that projects will be delivered consistent with the original scope and schedule, as indicated in the original project application. If there is a circumstance that requires changes to cost, scope or schedule subsequent to a project's programming, that project sponsor must present the project to EDCTC staff to be brought back to the EDCTC Board for consideration and approval.

8. COMPLETING THE APPLICATION

A separate application must be prepared for each project. A response is required for each question and item requested in the application. It is the applicant's responsibility to provide all information and support documentation. Incomplete applications may be eliminated from consideration. Questions on eligibility or completing the application should be directed to Jerry Barton, at (530) 642-5267 or jbarton@edctc.org.

The following should be submitted by the Wednesday February 6, 2019 application deadline:

- Completed application
- Emissions reduction information and applicable calculation(s)
- Five paper copies of the completed application and all relevant attachments
- One digital copy of the application and all relevant attachments
- A letter from the El Dorado County Air Quality Management District providing concurrence of the project's emissions reduction benefits
- Signed project submittal sheet

Applications submitted to EDCTC should be sent to:

El Dorado County Transportation Commission
Attention: Jerry Barton, Senior Transportation Planner
jbarton@edctc.org
2828 Easy Street, Suite 1
Placerville, CA 95667

Emissions reductions benefit information should be sent to:

El Dorado Air Quality Management District
Attention: Adam Baughman
adam.baughman@edcgov.us
345 Fair Lane, T-1
Placerville CA 95667

9. TIMELINE FOR THE 2018/19 CALL FOR PROJECTS

Date Required	Activity or Action
December 6, 2018	EDCTC approved the release of the 2018/19 Call for Projects and ratified the following: <ul style="list-style-type: none"> • The competitive application process • The project selection criteria, and; • The appropriate agencies for participation on the selection committee to evaluate the applications and make recommendations to the EDCTC for funding.
December 7, 2018	EDCTC makes available Call for Projects Packet including Instructions for Applicants and Application Form
January 7, 2019	Final date to submit project concepts to EDCTC staff for pre-screening for CMAQ eligibility
January 25, 2019	Final date to submit applications to El Dorado County AQMD For Emission Reduction Benefit Analysis and Support
February 6, 2019	Project applications are due to EDCTC
February 12-14, 2019	Convene project selection committee to review project applications
March 7, 2019 EDCTC Board Meeting	EDCTC Board approves programming of projects with CMAQ funding