



KYOVA INTERSTATE PLANNING COMMISSION

Congestion Mitigation and Air Quality (CMAQ) Improvement Program Application – Lawrence County, Ohio

KYOVA’s Congestion Mitigation and Air Quality (CMAQ) Improvement Program Application applies to eligible agencies within the urbanized boundary of Lawrence County, Ohio. West Virginia and Kentucky agencies interested in CMAQ projects must apply directly to their respective state Department of Transportation Offices. Non-Ohio applicants please contact KYOVA for more information.

APPLICATION INSTRUCTIONS

When completing the application, applicants shall follow these guidelines:

- Complete the application in its entirety submit application postmarked on or before advertised deadline.
- Project description should give a clear, concise and detailed representation of the project specifics including project termini (i.e. beginning and ending points) referencing on which side of the street/roadway work will occur, etc.
- Do not use “see attached” as an answer to any question in the application. If you require more space please continue on an attached separate 8 ½ x 11-inch sheet of paper with the Heading and Section Name/Question at top of each page.

Mail applications to: Christopher M. Chiles, Executive Director
 KYVOA Interstate Planning Commission
 400 Third Avenue
 Huntington, WV 25701

FY 2017 Application Dates

	Round 3	Round 4*
Application Dates	August 15, 2016 through October 31, 2016	February 6, 2017 through April 28, 2017
Intent to Apply Deadline	August 31, 2016	March 17, 2017
Workshop	September 1, 2016	To Be Determined
Application Deadline	October 31, 2016	April 28, 2016

*Round 4 will occur following Round 3 project selection and only if funding is available by each state’s federally predetermined suballocated allowance.

REQUIRED ATTACHMENTS FOR APPLICATION

Attachment A – Location Map(s) or Proposed Site(s)

- An 8 1/2 “x 11” location map identifying the site in proximity to federal, state or local highways. An aerial map is preferred.
- If the project involves acquiring real-property interest, include:
 - Current ownership of the property.
 - Plat or property sketch.
 - Type of title being acquired.
 - Parent tract if it is a partial acquisition.
 - Identification of any improvements.
 - Size of tract or size or area acquired.



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Attachment B – Detailed Engineer’s Estimate

An engineer’s estimate must be included with the application. The estimate will be used to assess the project cost.

Attachment C – Resolution and/or Letter of Match Commitment

A 20% match is required for all CMAQ projects. A Resolution and/or signed letter of commitment from the signature authority (Judge/Executive, Mayor, etc.) committing the match and approval to apply for this project must be included with the application. Please keep in mind there is extensive documentation required when using in-kind match and the project sponsor will be required to provide this as part of the reimbursement process. If cash will be used for match, the letter should indicate that the Local Public Agency (LPA) has the funds available to use as soon as the project is approved to commence.

CMAQ – LAWRENCE COUNTY APPLICATION INSTRUCTIONS

SECTION 1: GENERAL INFORMATION

SECTION 1 requests applicant’s contact information. The applicant’s contact person is who will be contacted during and after the application process. It is the applicant’s responsibility to contact KYOVA and/or Ohio Department of Transportation (ODOT) due to a change.

SECTION 2: KYOVA PLANNING DOCUMENTS (4 points possible)

Is the project already in KYOVA’s Metropolitan Transportation Plan (MTP) or Transportation Improvement Program (TIP)? Please include this information in the spaces provided.

SECTION 3: PROJECT CATEGORY

Please select the correct Project Category which your project best fits.

SECTION 4: PROJECT DESCRIPTION (25 points possible)

Provide a thorough description of the project as it is worth 20 percent (20 points). If the project is a non-infrastructure project (non-construction) include all items for requested for funding. Infrastructure improvements (construction) projects provide detailed location (milepoints, roadway identifiers, length of project, type of improvement, if it is a state maintained roadway, etc. A statement on how the applicant will maintain the project for public use or continue a non-construction project is also required.

SECTION 5: PROJECT FINANCIALS (9 points possible)

Section 5 requests the project’s financial information. Complete the funding projections for each phase and provide the Local Public Agency’s (LPA) matching source and amount.

SECTION 6: FUTURE FUNDING (7 points possible)

Section 6 requests information pertaining to what, if any, is the source of funding to continue this project and/or to maintain it.

SECTION 7: ENVIRONMENTAL AND CULTURAL/HISTORIC RESOURCES (35 points possible)



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Section 7 addresses the environmental and cultural/historic resources associated with the project. Please complete all areas of this section to the best of your abilities to ensure the project’s evaluation is scored correctly.

SECTION 8: Emission Reductions (20 points possible)

Section 8 requests the applicant to provide the analysis of the emission reductions in VOC, CO, NOx, PM₁₀, and PM_{2.5}. Please complete this section to the best of your abilities to ensure the project’s emission reduction is scored correctly.

SECTION 1: APPLICANT INFORMATION

ORGANIZATION/AGENCY NAME		PROJECT LOCATION (CITY/COUNTY/TOWNSHIP)	HIGHWAY DISTRICT
ADDRESS		CITY	STATE
ZIP	PHONE		FAX
POINT OF CONTACT		CONTACT E-MAIL	
PROJECT NAME OR LOCATION			
<p>INSTRUCTION: The person designated as the point of contact will be the contact for the life of the project and should be able to answer any questions regarding this project. All correspondence and other documents from KYOVA, WVDOH, KYTC, ODOT, FHWA, FTA, etc., will be sent to this person. Applicant will be responsible for notifying all agencies if the point of contact for the project changes.</p>			

SECTION 2: KYOVA PLANNING DOCUMENTS (4 points possible)

<p>Is the project included in KYOVA’s current Metropolitan Transportation Plan (MTP)? <input type="checkbox"/> Yes <input type="checkbox"/> No (2 points possible)</p> <p>If yes, please identify the location (page number) and project identification number. Page #: _____ MTP Project ID: _____</p>
<p>Is the project included in KYOVA’s current Transportation Improvement Program (TIP)? <input type="checkbox"/> Yes <input type="checkbox"/> No (2 points possible)</p> <p>If yes, please identify the location (page number) and project identification number. Page #: _____ TIP Project ID: _____</p>
<p>Has applicant completed the Congestion Mitigation and Air Quality Program (CMAQ) eligibility in accordance with the November 12, 2013, FHWA/FTA “CMAQ Interim Program Guidance Under MAP-21” and consistent with ODOTs authority embodied in the October 1, 2010 FHWA/ODOT CMAQ Programmatic Agreement? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please provide documentation on attached sheet.</p>

SECTION 3: PROJECT CATEGORY

INSTRUCTION: Check the box that most fits your project. Check ONLY ONE .	
<input type="checkbox"/> Transportation Control Measures (TCM)	<input type="checkbox"/> Carpooling and Vanpooling
<input type="checkbox"/> Alternative Fuels	<input type="checkbox"/> Freight/Intermodal
<input type="checkbox"/> Congestion Relief and Traffic Flow Improvements	<input type="checkbox"/> Diesel Engine Retrofits
<input type="checkbox"/> Transit Improvements	<input type="checkbox"/> Idle Reduction
<input type="checkbox"/> Bicycle and Pedestrian Facilities and Programs	<input type="checkbox"/> Training
<input type="checkbox"/> Travel Demand Management (TDM)	<input type="checkbox"/> Inspection/Maintenance (I/M) Programs
<input type="checkbox"/> Public Education and Outreach Activities	<input type="checkbox"/> Experimental Pilot Projects
<input type="checkbox"/> Transportation Management Associations	



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SECTION 4: PROJECT DESCRIPTION *(25 points possible)*

Please provide a detailed description of the project. Include targeted letting dates, purpose and need, any work that has been completed to date such as studies regarding travel or other impacts of the project, preliminary engineering/design, meeting with public officials, project cost incurred to date, etc. If you require additional space for the Project Description or attachments, please attach separate sheet labeled at the top with the Section Number and Title.



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SECTION 5: PROJECT COST AND PROJECTED BUDGETS *(7 points possible)*

Attach engineer’s budget and cost estimates to the application. This will be used to verify the projected costs provided in this Section.

SECTION 5A: PROJECTED BUDGET *(5 points possible)*

List each phase and description of proposed project, estimated completion dates and project cost.

PHASE TYPE/ACTIVITY	PROJECT PHASE/ACTIVITY DESCRIPTION	ESTIMATED COMPLETION DATE	COST
Preliminary Engineering/ Detailed Environmental			
Design			
Design/Build			
Right of Way (ROW)			
Utilities			
Construction			
Construction Engineering & Inspection			
Other			
Other			
TOTAL FUNDS REQUESTED			

SECTION 5B: LOCAL PUBLIC AGENCY MATCH *(4 points possible: 2 points for 20% match plus 2 points for more than 20% match)*

Projects require a 20 percent minimum match. Please provide source and amount.

ITEM/SOURCE	MATCH AMOUNT
TOTAL LPA MATCH	



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SECTION 6: FUTURE FUNDING (7 points possible)

1. Will the funds requested in this application fully fund the project? Yes No (5 points possible)

If no, provide the gap amount and how the difference will be covered.

2. What is the status of future financing to maintain and/or continue the project after the STBG Program funds are spent and the project is complete? (2 points possible)

Unknown/Not identified
(0 points)

Good potential for future funding
(1 point)

Future financing committed
(2 points)

Please explain future financing commitment(s) and how they will relate to the project.



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SECTION 7: ENVIRONMENTAL AND CULTURAL/HISTORIC RESOURCES *(35 points possible)*

Describe how the project improves Air Quality and/or reduces emissions. Explain how the project reduces VMT (Vehicle Miles Traveled), particulate matter, greenhouse gas emissions, etc.



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SECTION 8: EMISSIONS REDUCTIONS (20 points possible)

VOC Regional Reduction (KG/day)	CO Regional Reduction (KG/day)	NOx Regional Reduction (KG/day)	PM ₁₀ Regional Reduction (KG/day)	PM _{2.5} Regional Reduction (KG/day)
_____	_____	_____	_____	_____

Describe the methodology used to determine each reduction and if possible include reduction worksheet. If you require additional space please attach separate sheet labeled at the top with the Section number and Heading.



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To the best of my knowledge, the information within this application (Congestion Mitigation and Air Quality Improvement Program for project located inside of the urbanized area of Lawrence County, Ohio) is accurate; and as the applicant I have authority to pursue funding opportunities for _____ (agency).

Chief Official/Title: _____

Signature: _____

Date: _____