

Butte County

**2015/16 Congestion Mitigation & Air Quality Program -
CMAQ – FFY 16**

For the

**2016/17 Federal Transportation Improvement Program
FTIP – Federal Fiscal Year 2017 through 2021**

INSTRUCTIONS & APPLICATION

Due Date for Submittals: February 22, 2016

Prepared December 2015 by:



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TABLE OF CONTENTS

I. INTRODUCTION	1
II. CMAQ PROGRAM	1
Funding Available	2
Project Selection Process.....	3
Equity	3
Schedule	3
Project Size	3
Project Delivery & Timely Use of Funds	4
Federal Share and Local Match Requirements	4
Eligible Agencies and Master Agreement Status.....	4
Initiating Projects	4
Federal & State Requirements Apply	5
III. ROLES AND RESPONSIBILITIES	5
BCAG	5
Applicants.....	5
Air District	6
Caltrans	6
FHWA and FTA	6
IV. SCREENING CRITERIA	6
V. SELECTION CRITERIA	7
VI. COMPLETING THE APPLICATION	8

ATTACHMENTS

ATTACHMENT A – TIMELINES FOR CMAQ PROGRAMMING 10

ATTACHMENT B – AGENCY LISTING 11

ATTACHMENT C – NON-ATTAINMENT AREA MAP..... 12

ATTACHMENT D – MASTER AGREEMENT & ELIGIBLE FTA GRANT APPLICANTS
WITH THE AUTHORITY TO AWARD AND ADMINISTER FEDERAL AID
CONTRACTS..... 13

ATTACHMENT E – TRIBAL GOVERNMENTS IN BUTTE COUNTY..... 14

ATTACHMENT F – TYPES OF PROJECTS CONSISTENT WITH THE REGIONAL
TRANSPORTATION PLAN..... 15

ATTACHMENT G – PROJECT PROGRAMMING REQUEST FORMS 16

ATTACHMENT H – PROJECT ASSURANCE FORM..... 22

I. INTRODUCTION

The purpose of this packet is to inform the public and potential project applicants of funding being made available in the Congestion Mitigation and Air Quality Program (CMAQ). The Butte County Association of Governments is making available four years of funds estimated by Caltrans as part of the development of the 2016/17 Federal Transportation Improvement Program (FTIP) for an approximate total of \$ 8.9 million dollars. This dollar amount reflects an annual estimated average of \$2,227,499. All projects will also be included in the 2016 Regional Transportation Plan (RTP) / Sustainable Communities Strategy. Should a project not meet its timely use of funds requirements, a substitute project may be selected by BCAG from the RTP/SCS. New projects are required to follow BCAG's Public Participation Plan (PPP) procedures. All programming decisions are decided by the BCAG Board of Directors. Applications are due to BCAG by 5:00 p.m., February 22, 2016. A complete schedule of the process is shown in Attachment A.

II. CONGESTION MITIGATION AND AIR QUALITY PROGRAM (CMAQ)

Funding is currently available under the CMAQ program. The amount of funds available is shown on page 2. Transportation projects and programs are eligible for CMAQ program funds only if they meet certain criteria spelled out in the Federal Highway Act and Federal Highway Administration Guidelines. In determining project eligibility under these criteria, priority should be given to implementing those projects and programs that have documented emissions reductions associated with them. Applicants can obtain a completed copy of the federal eligibility guidance published by the Federal Highway Administration from BCAG on request. For current information, the internet is the best source at:

http://www.dot.ca.gov/hq/transprog/federal/cmaq/Official_CMAQ_Web_Page.htm

The following are eligible activities under CMAQ:

- Transportation activities in the approved State Implementation Plan (SIP)
- Bicycle and pedestrian programs
- Traffic monitoring, management and control operations
- Emission inspection and maintenance programs
- Planning and air quality monitoring projects that lead directly to construction or new services or programs that have an air quality benefit
- Public-private partnerships which allow limited eligibility for privately owned or operated alternative fuel vehicles and facilities under certain circumstances
- Extreme low temperature cold start programs
- Other transportation projects or programs not listed above may be considered for funding if endorsed by the air quality control district if the project can be shown to help attain federal air quality standards for the region.
- Specific transportation control measures (TCMs) listed in the federal Clean Air Act which include:

Programs for improved public transit; restriction of certain roads or lanes to, or construction of such roads or lanes for use by passenger buses or high occupancy vehicles; employer-based transportation management plans, including incentives; trip-reduction ordinances; traffic flow improvement programs that achieve emission reduction; fringe and transportation corridor parking facilities serving multiple occupancy vehicle programs or transit service; programs to limit or restrict vehicle use in downtown areas or other areas of emission concentration particularly during periods of peak use; programs for the provision of all forms of high occupancy, shared-ride services; programs to limit portions of road surfaces or certain sections of the urbanized area to the use of non-motorized vehicles or pedestrian use, both as to time and place; programs for secure bicycle storage facilities and other facilities, including bicycle lanes, for the convenience and protection of bicyclists, in both public and private areas; programs to control extending idling of vehicles; employer-sponsored programs to permit flexible work schedules; programs and ordinances to facilitate non-automotive travel, provision and utilization mass transit, and to generally reduce the need for single-occupant vehicle travel, as part of transportation planning and development efforts of a locality, including programs and ordinances applicable to new shopping centers, special events, and other centers of vehicle activity; programs for new construction and major reconstruction of paths, tracks or areas solely for the use by pedestrian or other non-motorized means of transportation when economically feasible and in the public interest

Funds are reimbursable federal funds subject to all the requirements of Title 23, United States Code. Eligible costs under these programs include 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 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) from Caltrans are not eligible.

FUNDING AVAILABLE

The amount of funds estimated to be available for the next two fiscal years is shown below.

<u>Year</u>	<u>Fiscal Year</u>	<u>Estimated Amount</u>
1.	2016-2017	\$ 2,227,499
2.	2017-2018	\$ 2,227,499
3.	2018-2019	\$ 2,227,499
4.	2019-2020	\$ 2,227,499
	TOTAL	\$ 8,909,996

Total available is estimated to be \$8.9 million dollars. Until Caltrans releases the final apportionments from FHWA, the actual amounts may be adjusted as needed.

PROJECT SELECTION PROCESS

BCAG staff in consultation with the Transportation Advisory Committee (TAC) will prioritize and make a recommendation to the BCAG Board on which projects should be funded. BCAG staff will make a recommendation for the TAC's consideration. Projects not selected will be placed on a standby list of projects for consideration at a later time as part of the RTP/SCS. Should projects selected be withdrawn, fail the eligibility requirements, or not meet project delivery requirements which may jeopardize funds to the region, the RTP/SCS will be referenced for other candidate projects. The BCAG Board will ultimately decide which projects are approved for programming and the funding level.

EQUITY

Federal guidance states that CMAQ funds may not be directly sub-allocated by area or mode. BCAG expects that the priorities established will reflect local consensus on a fair share distribution of funds to eligible activities and applicants.

SCHEDULE

Applicants may accelerate the schedule set by BCAG (Attachment A) if they so choose. Applicants should contact the appropriate agency listed in Attachment B to determine their review process and schedule.

PROJECT SIZE

In general, BCAG recommends a minimum project size of \$100,000 for funding construction components. Every state and federally funded project has overhead costs associated with the administration of state and federal requirements. Smaller projects may become costly and ineffective because of the time consumed meeting the many regulatory requirements associated with these funds. Applicants are advised to consider funding smaller projects from other revenues.

Project applicants are advised to fund developmental components with local funds and the construction component with federal CMAQ funds. In determining the maximum size of projects to submit, applicants should consider that BCAG desires to fairly and equitably distribute these funds throughout the non-attainment region, which is all of Butte County. Sizing projects in relation to size of the area and the benefit to the larger region should be a general guide. Applicants wanting to capture a larger than fair share of funding should develop regional support in order to compete successfully.

However, funds may be used preliminary engineering if the project would likely compete for other federal or state grant funding such as the Active Transportation Program. In this event, local agencies are required to obtain BCAG approval for this approach in

programming limited CMAQ funds. In addition, the local agency must present a plan to carry out the project if ATP funds are not approved.

PROJECT DELIVERY & TIMELY USE OF FUNDS

BCAG encourages projects to be obligated as early in the federal fiscal year as possible. **The BCAG Board of Directors reserves the right to rescind funding should the project sponsor not be able to deliver the project as proposed in the project delivery schedule.** In such case the sponsor can petition for a one-time extension which may or may not be granted. If funds are rescinded, the funding shall be made available to other projects in the FTIP or from the RTP/SCS. Successful applicants are required to follow AB 1012 Timely Use of Funds provisions.

FEDERAL SHARE AND LOCAL MATCH

The federal share of the project can be up to 100%. Federal match share is determined by Caltrans. Until informed otherwise by the State, BCAG is accepting applications for 100% federally funded projects. Should a match be required, BCAG will utilize the federal toll road credit program to fulfill the match requirement.

ELIGIBLE AGENCIES & MASTER AGREEMENT STATUS

In order to receive funds, a successful applicant must have a “master agreement” with Caltrans, be a Federal Transit Administration (FTA) eligible grant 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. “Eligible grant applicants” are FTA Section 5307 grant recipients in urbanized areas (over 50,000 population) or FTA Section 5311 grant recipients in non-urbanized areas. FTA Section 5310 grant recipients fund special transit needs of elderly persons and persons with disabilities. Attachment D contains a listing of those agencies with master agreements or eligible grant recipient status who can be awarded or administer contracts within Butte County.

Projects may be nominated by federal, state and local public agencies, e.g. Caltrans, counties, cities, Tribal Governments, special districts etc. CMAQ funded projects must be located within Butte County. Appendix C identifies the non-attainment areas for Butte County. Appendix E identifies the Tribal Governments in Butte County.

INITIATING PROJECTS

Project applicants should be advised that CMAQ funded projects will need to be included in the BCAG Federal Transportation Improvement Program (FTIP) before funds can be obligated. Projects selected for funding that are exempt from an air quality

conformity determination will be added to the FTIP as quickly as possible. Projects that require a modeling analysis for air quality conformity from BCAG should contact BCAG as early as possible to make the necessary arrangements for assistance. State and federal approval typically takes 60 days after BCAG FTIP adoption, at which time projects may obtain the federal “authorization to proceed” (E-76) federal authority to expend funds and expect to be reimbursed.

FEDERAL AND STATE REQUIREMENTS APPLY

All CMAQ funded activities are subject to all Title 23 United States Code requirements, the Uniform Relocation Act, all federal, state and local environmental laws, and Caltrans’ administrative guidelines. In addition, all CMAQ projects require federal approval before funds can be obligated. Applicants are strongly recommended to review Caltrans’ Official CMAQ Website for specific guidance at:
http://www.dot.ca.gov/hq/transprog/federal/cmaq/Official_CMAQ_Web_Page.htm.

The following information is available on-line:

- Federal Guidelines
- Cost Effective Methods
- Guideline Web Links
- Annual Report Project Information Form
- Emissions Reduction Calculation Methodology
- Street Sweeper Methodology

III. ROLES AND RESPONSIBILITIES

BCAG

BCAG is responsible for requesting project nominations, verifying information contained in the application, and screening the applications for eligibility. BCAG staff will advise project sponsors of any projects found to be ineligible. Projects that BCAG finds eligible will be reviewed and prioritized by BCAG staff and the BCAG Transportation Advisory Committee (TAC). CMAQ project recommendations are then presented to the BCAG Board of Directors who will then determine the final ranking and determine which projects ultimately receive funding.

APPLICANTS

Applicants are required to submit a complete application package as described on Page 9, “Completing the Application”. **Successful applicants are required to monitor and manage their respective projects including meeting any applicable state or federal requirements such as AB 1012 provisions. Applicants should be realistic in developing the project delivery schedule, in particular, environmental clearance.**

AIR DISTRICT

The Butte County Air Quality Management District (BCAQMD) is in a good position to judge whether or not projects proposed for CMAQ funding will, in fact reduce transportation-related emissions and are an appropriate expenditure of CMAQ funds. It is therefore requested that the air district participates through the BCAG TAC for their input and consultation. Attachment C defines the non-attainment classification for Butte County.

CALTRANS

Caltrans reviews 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 keeping 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 payment for approved claims. Caltrans also accounts for all CMAQ commitments and expenditures.

FHWA and FTA

CMAQ funds come from Title 23, a Federal Highway Administration (FHWA) program. By agreement, FHWA can transfer funds to the Federal Transit Administration (FTA) if they believe the project is more appropriately administered by FTA. These two federal agencies must ultimately agree that the projects selected are eligible for CMAQ or other Federal Highway Act funding, and are expended in keeping with federal requirements for transportation planning, clean air, equal opportunity, Americans with Disabilities Act (ADA), relocation assistance, and public involvement. FHWA and FTA cannot change project priorities or reject eligible projects once programmed by BCAG, except on the basis of eligibility.

IV. SCREENING CRITERIA

Activities must meet all of the following screening requirements, where applicable. If a proposal meets all of the applicable criteria, it is eligible for prioritization; if not, it will be dropped from further consideration. Applicants are encouraged to visit the Caltrans website for additional guidance at:

http://www.dot.ca.gov/hq/transprog/federal/cmaq/Official_CMAQ_Web_Page.htm.

1. Project is eligible for CMAQ funding as defined by the Federal Highway Act and state and federal guidelines as appropriate.
2. Project applicant is either a public agency, i.e. city, county, special district, Tribal Government, Caltrans, transit operator, or a non-profit agency or group with the sponsorship of a public agency. Successful project applicants or their sponsors

must have executed a master agreement with Caltrans or be an FTA eligible grant recipient in order to be authorized to expend funds for reimbursement under these programs. Agencies without master agreement or eligible applicant status will either need to obtain such status or the sponsorship of an agency that does.

3. Federally funded road projects must be on roads with a functional classification of urban collector, or major rural collectors or higher.
4. CMAQ projects must demonstrate a tangible benefit to air quality. Projects are required to quantify their benefit as part of the application process and annual reporting requirements.
5. The project must comply with the Americans with Disabilities Act (ADA) requirements, as appropriate.
6. Project applications must clearly define and justify the purpose, need and benefits of the projects, and show that the project will be ready to begin in the year(s) proposed. Need and benefit should be quantified wherever possible. Qualitative justification will also be considered.
7. The project must be specifically included in the 2008 Regional Transportation Plan (RTP). If not, the RTP is required to be amended.
8. The applicant or their sponsor must have financial capacity to complete, operate and maintain the project.
9. Funds required from other sources must be reasonably expected to be available at the time needed to carry out the project. Project costs need to be escalated accordingly.

V. SELECTION CRITERIA

Projects that satisfy all applicable screening criteria will continue in the selection process. BCAG staff will prioritize the projects using the following guide to establish “points”. The TAC will then take a position to either support staff’s recommendation or establish their own recommendation for the BCAG Board to consider. The BCAG Board will then have the final decision on how projects are ranked, and which projects are funded. Up to 100 points can be given to a project.

1. **Project Need.** Emphasis will be given to projects that satisfy an identified problem, or need, e.g. current congestion, rehabilitation and maintenance, safety, ADA implementation projects, and access management. Projects may receive up to twenty (20) points.
2. **Air Quality Benefit.** Eligible projects/activities must demonstrate an emissions benefit using the attached methodology (Attachment F) or one provided by the project sponsor. Priority will be given to CMAQ-funded projects that have a documented

emission reduction including greenhouse gas. Applicants are encouraged to quantify as appropriate performance measures included in the RTP/SCS such as passenger hours of delay per year, average peak period travel time savings, or other benefits. Projects may receive up to twenty (20) points.

3. **Cost Effectiveness.** Projects should make effective use of limited state and federal funds. Cost effectiveness will be assessed on the basis of cost/benefit ratio, overall costs, or project ability to improve coordination or other available resources. Projects may receive up to twenty (20) points.
4. **Readiness.** Project readiness will be considered. Factors include status of environmental review, reasonableness of project phasing, commitment of or progress towards local funding commitment, and ability of project sponsor to carry out the activity in a timely manner (ability to deliver). The performance of the applicants in successfully implementing past projects in a timely manner will be considered. Projects may receive up to twenty (20) points.
5. **Equity.** Federal guidance states that CMAQ funds may not be directly sub-allocated by area or mode. BCAG's intent is to select projects that provide all eligible sponsors a "fair share" of funding. Projects may receive up to twenty (20) points.

VI. COMPLETING THE APPLICATION

Deadline: Monday, February 22, 2016

A separate application must be prepared for each project. Incomplete applications may be eliminated from consideration. Applicants should consult the guidance provided in this document when preparing the application. Applicants must send one complete application packet to BCAG electronically to igarcia@bcag.org. A complete PDF file including electronic XL and Word files. Hard copies will not be accepted.

Questions can be directed to:

Butte County Association of Governments
Attention: Iván García, Programming Manager (igarcia@bcag.org)
2580 Sierra Sunrise Terrace, Suite 100
Chico, CA 95928
(530) 879-2468

The application form is included with this document. A completed application packet includes all of the following:

1. Application form (Project Programming Request Sheets – XL file). An electronic copy will be made available to the TAC and posted on BCAG's website. A hard copy is included as Appendix F.
2. Signed project submittal assurances form (Appendix G).
3. Emissions and Cost Benefit Analysis in the Project Programming Request Tab (See Caltrans Official CMAQ website for guidance:
4. Any other attachments as appropriate for the project.

ATTACHMENT A

TIMELINE FOR CMAQ PROJECT PROGRAMMING PROCESS

2016

Date	Activity or Action
9/03/15	BCAG TAC – Call for new CMAQ Projects
12/03/15	BCAG TAC – Call for new CMAQ Projects revisited. Revised application set for February 22, 2016.
02/22/16	Project applications due to BCAG. Projects prioritized by BCAG staff.
03/03/16	Draft recommendations presented to TAC
03/24/16	Draft recommendations presented to BCAG Board
04/07/16	Final recommendations presented to BCAG TAC.
04/28/16 or 05/26/16	BCAG Board approves projects for 2017 FTIP inclusion
07/28/16	Scheduled adoption of 2017 FTIP
07/29/16	FTIP Submitted for State and Federal Approval

AGENCY LISTING

BUTTE COUNTY AIR QUALITY
MANAGEMENT DISTRICT
Jason Mandly
Air Quality Planner
629 Entler Ave # 15
Chico, CA 95928
530-332-9400
jmandly@bcaqmd.org

CITY OF BIGGS
Steve Speights
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1082 Sunrise Ave, Suite 100
Roseville, CA 95661
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sspeights@ben-en.com

CITY OF CHICO
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Director of Public Works
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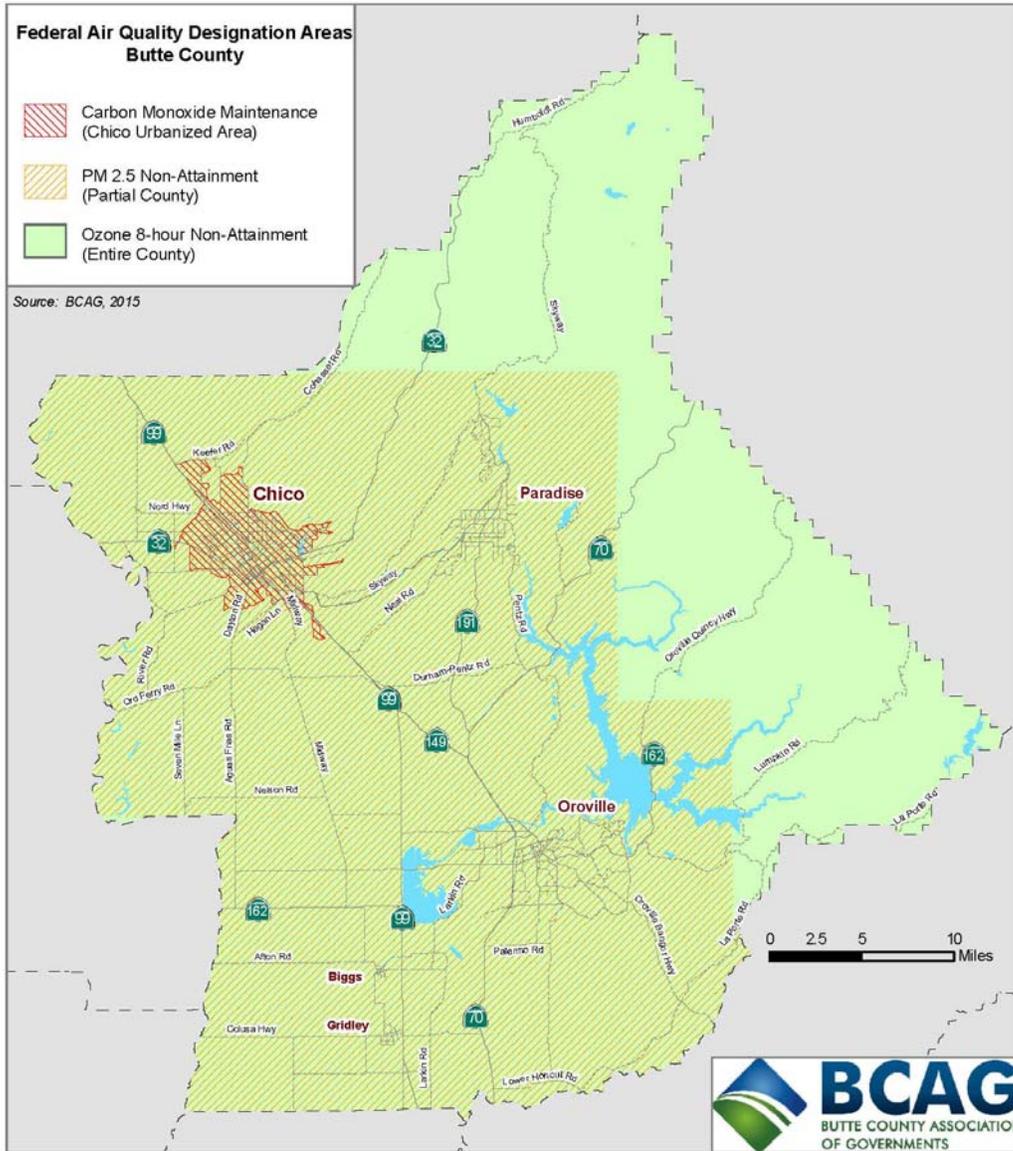
CITY OF GRIDLEY
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BUTTE COUNTY
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TOWN OF PARADISE
Marc Mattox
Town Engineer
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Paradise, CA 95969-4931
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RTPA/MPO
BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS (BCAG)
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jonclark@bcag.org



MASTER AGREEMENT AND ELIGIBLE FTA GRANT APPLICANTS WITH THE
AUTHORITY TO AWARD AND ADMINISTER FEDERAL AID CONTRACTS

BUTTE COUNTY AIR QUALITY
MANAGEMENT DISTRICT

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bnash@rarcivil.com

CITY OF OROVILLE

Rick Walls
Public Works Director
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wallsr@cityoforoville.org

BUTTE COUNTY

Mike Crump
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RTPA/MPO

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS (BCAG)

Jon Clark
Executive Director
2580 Sierra Sunrise Terrace, Suite 100
Chico, CA 95928

jonclark@bcag.org

NON-PROFIT AGENCIES:

WORK TRAINING CENTER FOR
THE HANDICAPPED, INC

Cameron Wise
2233 Fair Street
Chico CA 95928
(530) 343-5713

cameron@ewtc.org

TRIBAL GOVERNMENTS IN BUTTE COUNTY

Berry Creek Rancheria
The Honorable Jim Edwards, Chairperson
P.O.Box 709
Oroville, CA 95966

Enterprise Rancheria
The Honorable Glenda Nelson, Chairperson
2133 Monte Vista Ave.
Oroville, CA 95965

Mechoopda Indian Tribe of the Chico Rancheria
The Honorable Dennis Ramirez, Chairperson
125 Mission Ranch Blvd.
Chico, CA 95926

Mooretown Rancheria
The Honorable Gary Archuleta, Chairperson
#1 Alverda Drive
Oroville, CA 95966

KonKow Valley Band of Maidu Indians
The Honorable Patsy Seek, Chairperson
1185 18th Street
Oroville, CA 95965

EXAMPLES OF PROJECTS THAT ARE CONSISTENT WITH THE GOALS,
OBJECTIVES, AND POLICIES OF THE REGIONAL TRANSPORTATION PLAN

(In no priority order)

- Projects which strive to achieve and maintain air quality standards
- Projects that provide convenient access to a transportation network that serves the regional for all modes of travel
- Projects that provide for and maintain a safe, efficient, and convenient roadway system that meets the travel needs of people and goods through and within the region
- Projects that provide a safe, convenient, and efficient non-motorized transportation system which is part of a balanced overall transportation system
- Bicycle and pedestrian projects
- Proposals to improve transportation safety
- Projects that increase the safety and security of the transportation system for motorized and non-motorized users
- Projects that enhance the environment, promote energy conservation, and improve the quality of life
- Projects that meet the needs of persons whose mobility is limited by inaccessible transportation systems
- Transportation maintenance and preservation projects

2016 Project Programming Request - CMAQ Projects

(Project Information - All tabs are required)

TAB 1 of 4

** Complete application package due February 22, 2016 **

Federal Program		Congestion Mitigation and Air Quality (CMAQ)		Date:	
Route/Corridor		Project Sponsor/Lead Agency		MPO	
				BCAG	
Project Title					
PM Bk	PM Ahd	Project Mgr/Contact	Phone	E-mail Address	
Location, Project Limits, Description, Scope of Work					
Component	Implementing Agency	RFA Package	Emissions	Reduction in kg/day	
PE			ROG		
R/W			NOx		
CONST			CO		
Program/Other			PM2.5		
Purpose and Need			C/B Ratio		
Project Benefits					
Project Milestone					Date
Project Study Report Approved					
Begin Environmental (PA&ED) Phase					
Circulate Draft Environmental Document					Document Type
Draft Project Report					
End Environmental Phase (PA&ED Milestone) - COMPLETED					
Begin Design (PS&E) Phase					
End Design Phase (Ready to List for Advertisement Milestone) - COMPLETED					
Begin Right of Way Phase					
End Right of Way Phase (Right of Way Certification Milestone) - COMPLETED					
Begin Construction Phase (Contract Award Milestone)					
End Construction Phase (Construction Contract Acceptance Milestone)					
Begin Closeout Phase					
End Closeout Phase (Closeout Report)					

2016 Project Programming Request - CMAQ Projects
(Funding Information)

TAB 2 of 4

Projects may be 100% federally funded

(dollars in thousands and escalated to the programmed year)

DATE:

Agency	CT District	PPNO	EA
	3		
Project Title:			

Existing Total Project Cost									Implementing Agency
Component	Prior	16/17	17/18	18/19	19/20	20/21	beyond	Total	
PE	0	0	0	0	0	0	0	0	
R/W SUP (CT)	0	0	0	0	0	0	0	0	
CON SUP (CT)	0	0	0	0	0	0	0	0	
R/W	0	0	0	0	0	0	0	0	
CON	0	0	0	0	0	0	0	0	
TOTAL	0	0	0	0	0	0	0	0	
Proposed Total Project Cost									
PE	0	0	0	0	0	0	0	0	
R/W SUP (CT)	0	0	0	0	0	0	0	0	
CON SUP (CT)	0	0	0	0	0	0	0	0	
R/W	0	0	0	0	0	0	0	0	
CON	0	0	0	0	0	0	0	0	
TOTAL	0	0	0	0	0	0	0	0	

Existing Funding									Funding Agency
Component	Prior	16/17	17/18	18/19	19/20	20/21	beyond	Total	
PE								0	
R/W SUP (CT)								0	
CON SUP (CT)								0	
R/W								0	
CON								0	
TOTAL	0	0	0	0	0	0	0	0	
PROPOSED NEW CMAQ FUNDING									Notes
PE								0	
R/W SUP (CT)								0	
CON SUP (CT)								0	
R/W								0	
CON								0	
TOTAL	0	0	0	0	0	0	0	0	

Fund No. 2:		Local Funds								
Existing Funding										
Component	Prior	16/17	17/18	18/19	19/20	20/21	beyond	Total	Funding Agency	
PE								0		
R/W SUP (CT)								0		
CON SUP (CT)								0		
R/W								0		
CON								0		
TOTAL	0	0	0	0	0	0	0	0		
Proposed Local Funding #1										
PE								0		
R/W SUP (CT)								0		
CON SUP (CT)								0		
R/W								0		
CON								0		
TOTAL	0	0	0	0	0	0	0	0		
Notes										

Fund No. 3:		Local Funds								
Existing Funding										
Component	Prior	16/17	17/18	18/19	19/20	20/21	beyond	Total	Funding Agency	
PE								0		
R/W SUP (CT)								0		
CON SUP (CT)								0		
R/W								0		
CON								0		
TOTAL	0	0	0	0	0	0	0	0		
Proposed Local Funding # 2										
PE								0		
R/W SUP (CT)								0		
CON SUP (CT)								0		
R/W								0		
CON								0		
TOTAL	0	0	0	0	0	0	0	0		
Notes										

2016 Project Programming Request - CMAQ Projects

Public Participation Process & Project Pre-Nomination Consultation Requirements						
TAB 3 of 4						
List the public involvement taken place or identify the public participation process to be taken with target dates						
Project Delivery Team - Including Other Staff/Agencies Involved & Concurrence with Project Delivery Schedule					Comments	
Agency	Name	Position	Phone	Email		
General Plan		Other Local Planning Documents				
If project includes other agencies, have they been formally notified (yes, no, not yet)						
Other Agency Document - Identify appropriate planning document or other reference to ensure the project is consistent with the other agency(ies) planning document						
Agreements & Permits Required						
Timely Use of Funds - Project sponsor understands that should delivery milestones not be met, and should federal funds be in jeopardy, BCAG reserves the right to substitute a project. Substituting a project does not guarantee the reprogramming of funds lapsed.						
Advanced Delivery - Sponsor would like project considered for advanced delivery should BCAG be able to secure funding at an earlier fiscal year					Yes	No
APPROVAL						
I hereby certify that the above information is complete and accurate and understand "Timely Use of Funds" provisions.						
Name (Print or Type)	Signature		Title	Date		

2016 Project Programming Request - CMAQ Projects

Emissions Analysis Demonstration ****REQUIRED****

TAB 4 of 4

Use the following resources as guides:

FHWA CMAQ website: http://www.fhwa.dot.gov/environment/air_quality/cmaq/

Caltrans' CMAQ website: http://www.dot.ca.gov/hq/transprog/federal/cmaq/Official_CMAQ_Web_Page.htm

ARB cost-effectiveness analysis tools: <http://www.arb.ca.gov/planning/tsaq/eval/eval.htm>

Add tabs as needed & list resources to emissions analysis approach as appropriate.

ADD EMISSIONS ANALYSIS HERE.

Programming Change Requested			
Reason for Proposed Change			
If proposed change will delay one or more components, clearly explain 1) reason the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded			
Other Significant Information			
Approvals			
I hereby certify that the above information is complete and accurate and all approvals as applicable have been obtained for the processing of this amendment request.			
Name (Print or Type)	Signature	Title	Date

Attachments

Add attachments as necessary.

PROJECT SUBMITTAL ASSURANCE FOR:

(Name of Project)

Submitted By:

Agency/Organization

Project sponsor possesses legal authority to nominate Congestion Mitigation and Air Quality projects, and to finance, acquire, and construct the proposed project; and by formal action (resolution), the sponsoring agency’s governing body authorized the nomination of this person identified below as the official representative of the sponsor to act in connection with the nomination and to provide such additional information as may be required.

Project sponsor will maintain and operate the property acquired, developed, rehabilitated, or restored with the funds for the life of the resultant facility(ies) or activity. With the approval of the California Department of Transportation (Caltrans), the applicant or its successors in interest in the program may transfer the responsibility to maintain and operate the property.

Project sponsor will give the Caltrans representatives access to and the right to examine all records, books, paper, or documents related to the project.

Project sponsor will cause work on the project to be commenced within a reasonable time after receipt of notification from the State that funds have been approved by the State or the Federal Highway Administration and that the project will be carried to completion with reasonable diligence.

Project sponsor will comply where applicable with provisions of the California Environmental Quality Act, the National Environmental Policy Act, the Americans with Disabilities Act, AB1012 (Timely Use of Funds), and any other federal, state and /or regulations as applicable.

I CERTIFY THAT THE INFORMATION CONTAINED IN THE APPLICATION PACKET, INCLUDING REQUIRED ATTACHMENTS, IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND THAT I AM AUTHORIZED ON BEHALF OF THE APPLICANT TO FILE THIS APPLICATION AND MAKE THE ASSURANCES LISTED ABOVE.

Signed: _____ Date: _____

Printed Name: _____ Title _____