

CONGESTION MITIGATION and AIR QUALITY (CMAQ)
IMPROVEMENT PROGRAM

Project Selection Process

Indianapolis Metropolitan Planning Organization

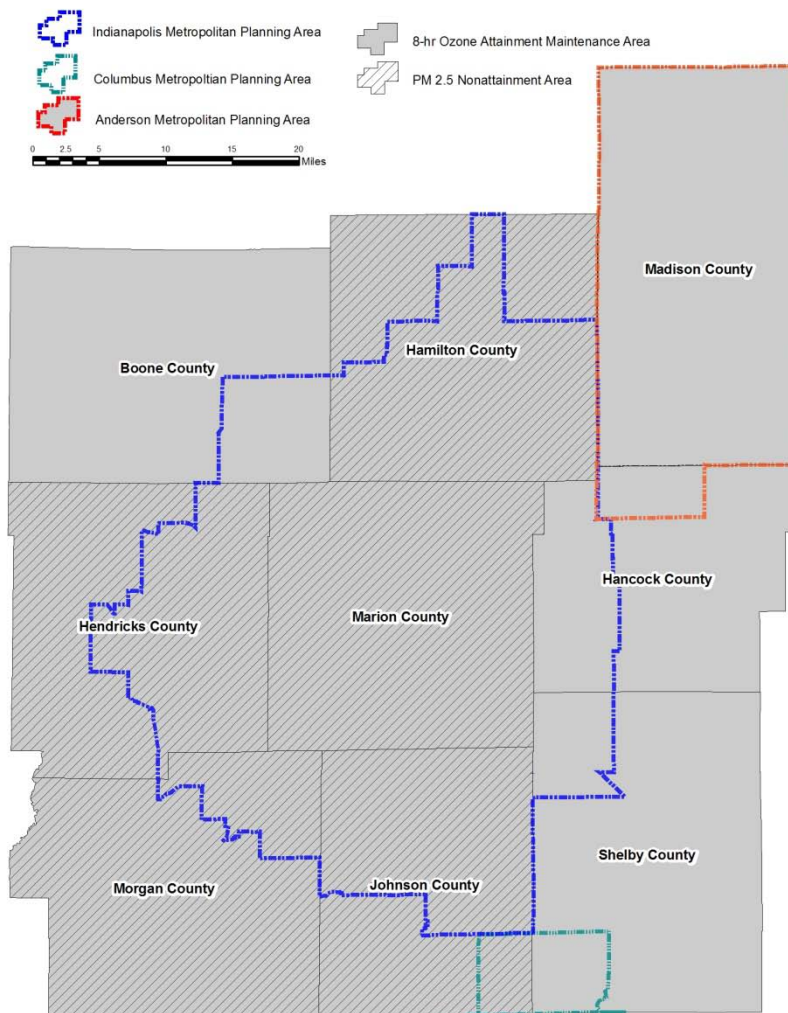
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Introduction

The Indianapolis Metropolitan Planning Organization's (IMPO) Congestion Mitigation and Air Quality (CMAQ) Improvement Program identifies transportation projects and programs that will relieve congestion, improve air quality and reduce transportation-related emissions. Because federal law requires the timely implementation of transportation control measures in air quality plans, the highest priority for funding under the CMAQ Program is implementation of such measures. Major emphasis is placed upon projects that support alternative modes of transportation, provide congestion relief measures, provide non-polluting transit vehicles and equipment, and provide new technologies or improvements geared toward providing a more efficient and safer transportation system.

The nine counties in Central Indiana are classified as an Air Quality Ozone Maintenance Area as shown on the map below. CMAQ funding is available through the Indianapolis MPO in the eight-county Indianapolis Metropolitan Planning Area (MPA) including all of Boone, Hamilton, Hendricks, Johnson, Marion, Morgan and Shelby Counties and most of Hancock County. CMAQ funding is available through the Anderson MPO for the remaining portion of the nine-county region, including Madison County and a small portion of Hancock County. All nine counties are classified as a maintenance area for the ozone pollutant under the 8-hour standard as of October 25, 2007. Additionally, Hamilton, Hendricks, Johnson, Marion, and Morgan Counties are classified as a single nonattainment area for fine particulate matter (PM 2.5).

Central Indiana Air Quality Conformity Area of Analysis (as of September 2009)



CMAQ funding can be used for any project that meets the eligibility test and that is approved by the IRTC Policy Board. Each eligible project must be fiscally constrained in order to move forward. Match requirements will be determined at the time of the request and will be set at either the 80% or 100% federal participation level. In general, local participation will be required. Projects requiring a match must certify that the project owner has the 20% match available and provide a financial plan that estimates the project costs in the year of construction to insure fiscal constraint.

Projects meeting these criteria will be forwarded to the Policy Committee for review and inclusion in the Indianapolis Regional Transportation Improvement Program (IRTIP) and subsequently in the State INSTIP. Projects determined to be eligible may not proceed or expend funds without the express written agreement of the MPO and INDOT. CMAQ funds cannot be reimbursed for any projects that have not been authorized through the MPO or through INDOT. An eligibility determination is NOT authorization to proceed.

The following processes identify the method to solicit, review and select projects and programs for CMAQ funding:

Step 1: “Call” for CMAQ Project Applications

Currently the opportunity to submit applications for funding of projects and programs using CMAQ federal dollars occurs semi-annually in summer and winter cycles. Applications will be solicited through a “call” that includes an announcement at an appropriate IRTC quarterly meeting as well as an email invitation to the member IRTC members and a notice on the Indianapolis MPO website. The date for the “call” for CMAQ applications will generally occur at the fourth quarter IRTC meetings in October for the winter cycle and at the second quarter IRTC meetings in May. Projects received after a Project Call deadline will not be considered for implementation or analysis during that call period.

Step 2: CMAQ Application Eligibility Review and Air Quality Analysis Process

A CMAQ Application Eligibility Review Committee comprised of Indianapolis Regional Transportation Council (IRTC) Technical and Policy Committee representatives and members of the MPO staff will review CMAQ project applications received by the date posted for CMAQ project submission. Note that IRTC committee members that intend to submit a CMAQ application for the current Call for CMAQ Projects may not participate in the selection committee in order to assure a non-prejudicial decision.

Examples of eligible projects/programs include:

- pedestrian/bicycle facilities
- traffic management/monitoring/congestion relief strategies
- transit (new system/service expansion or operations)
- alternative fuel projects (including vehicle refueling infrastructure, clean fuel fleet programs and conversions)
- vehicle inspection and maintenance (I/M) programs
- intermodal freight
- telework/telecommuting programs
- travel demand management
- public education and outreach activities
- rideshare programs
- experimental pilot projects
- other transportation projects with air quality benefits

Note that construction of projects that add new roadway capacity for single-occupancy vehicles are not eligible to use CMAQ funds.

All projects and programs eligible for CMAQ funds must come from a conforming Transportation Plan and TIP or the state-wide transportation improvement plan, and be consistent with the conformity provisions contained in section 176(C) of the Clean Air Act (CAA) and the Transportation Conformity Rule. 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. [Note that the Indianapolis MPO's Congestion Management Process will also include projects to relieve congestion and may thus be a source that will identify potential strategies and projects that may ultimately be found eligible for CMAQ funding.](#)

The CMAQ Project Selection Criteria Worksheet can be found in the Appendix of this document. The Criteria used to judge the value of a project or program includes:

1. the total emissions reduction
2. project cost effectiveness
3. transportation plan prioritization
4. project readiness
5. the use of partnerships during project implementation
6. the provision of the required local match that exceeds the minimum 20%
7. the documentation of plan support for the project

Per the new Local Public Agency (LPA) Guidelines applications must contain the name of a certified "employee in responsible charge" who will act as the principal contact for the project/program. Applications must contain all documentation required by the selection criteria in order to properly assign points and score the applications. Applicants who submit incomplete projects will be advised by email of the deficiency. All missing information must be submitted by close of business on the designated date.

Air quality analyses will be conducted by the MPO staff by reviewing emission reductions for the projects screened and performing the emissions calculations. The results of this analysis will be scored for each project application on the project selection criteria worksheet using the criteria of the total grams removed and the cost per ton of emissions removed as a result of the implementation of the project or program.

Projects will be scored and ranked by the MPO staff. The CMAQ Committee will review and affirm the scores and ranking, including a review of the emissions calculations. Photocopies of the applications will be available for review at the meetings.

The CMAQ Committee will assign funds to selected project applications in descending order of their score until there are insufficient funds remaining to fully fund another project. The CMAQ Committee may decide not to allocate any remaining funds or offer the remaining balance to an applicant if they are willing to accept a lesser amount than the amount requested in their application. The list of selected projects will be offered to the full IRTC Technical and Policy Committees for their approval. Upon their concurrence the applications will be posted on the CMAQ FTP website to initiate the federal eligibility review. Should there be a need to revise an application per federal comments the IRTC will be advised of the revision.

Step 3: Inclusion of the CMAQ Project in the IRTIP

Projects/Programs found to be eligible by the federal review agencies will be presented to the IRTC Technical and Policy Committees for inclusion in the Indianapolis Regional Transportation Improvement Program (IRTIP). The applicant will be responsible for requesting inclusion of the project/program in the IRTIP and filling out a DES# number request form that will be sent to INDOT by the MPO staff.

All Congestion Mitigation and Air Quality project sponsors with projects/programs included in the IRTIP are required to understand and meet the federal aid guidance, construction and contracting process prior to beginning any phase of the project. Federal funds are not reimbursable. No project has authorization to proceed without the direct review and written authorization from the Administering Agency (INDOT).

**APPENDIX: CONGESTION MITIGATION & AIR QUALITY (CMAQ)
PROJECT SELECTION CRITERIA**

I. Total Emissions Reduction (40 Point Maximum)

Factor: Projected Annual Reduction in Emissions (grams)

_____	VOC's
_____	NoX
_____	CO
_____	PM 2.5
_____	Total Annual Reduction (grams)

Scoring: Rank projects in descending order of total grams removed. Award points based upon this ranking (i.e., project with highest total emissions reduction receives the maximum of 40 points; the next highest receives 39 points, etc.).

II. Project Cost Effectiveness (15 Point Maximum)

Factor: Projected Cost per Ton per Year

_____	Total Grams per Year (from above)
_____	Tons per Year (Divide Grams by 746,484)
_____	Total Project Cost (from application)
_____	Project's Useful Life (Years)
_____	Cost per Year of Useful Life (Divide Total Cost by Useful Life)
_____	Cost per Ton per Year of Useful Life (Divide Cost per Year of Useful Life by Tons per year)

Scoring: Rank projects in ascending order of cost per Ton of emissions removed. Award points based upon this ranking (i.e., project with lowest cost per ton receives the maximum of 15 points; the next highest receives 14 points, etc.).

III. Transportation Plan Priorities (5 Point Maximum)

Note: Not all projects will qualify for all points.

1. Project promotes Economic Development in a Core Community (All projects – 2 points)

Points to be awarded to projects located in “core communities” and are related to employment creation or job retention. A “core community” is one with one or more of the following: Tax Increment Finance (TIF) District, Urban Enterprise Zone (UEZ), Airport Development Zone (ADZ), Empowerment Zone (EZ), or Certified Technology Zone (CTZ).

2. Project will Result in Removal of Barriers to Pedestrian, Bicycle and Transit Use Due to Safety, Security, and Crime (All Projects – 1 Point)

Points will be awarded if the funded activities include pedestrian, bicycle, and/or transit improvements that are a part of a larger project or program and the applicant clearly demonstrates the impact of the improvements on safety, security and crime.

3. Construction Project identified in one or More Adopted Comprehensive Plans. (1 Point)

Points will be awarded if the application is accompanied by excerpts from one or more comprehensive plans adopted by the applicant's governing body or board.

4. Applicant's Adopted Comprehensive Plan contains one or more of the Following Components (Construction Projects – 0.5 Points per Component Submitted):

- *Promote sustainable land use by concentrating new growth around existing centers and limiting growth in outlying areas.*
- *Promote mixed-use development of jobs, services and housing.*
- *Promote density for compact development.*
- *Allow for pedestrian-friendly communities, preservation of natural areas and the existence of open space buffers between communities.*

Points will be awarded if the application is accompanied by excerpts from one or more comprehensive plans adopted by the applicant's governing body or board.

5. Construction Project Utilizes Transit-Oriented / Transit-Friendly Development Principles. (3 Points)

Points will be awarded if the application is accompanied by excerpts from one or more comprehensive plans adopted by the applicant's governing body or board.

6. Non-Transit Construction Projects which include Installation of Bus Passenger Shelters. (1 Point)

Points will be awarded if the construction project involves installation of a bus passenger shelter.

7. Project is a highway construction project that includes bicycle storage facilities at an adjacent commuter rail station (1 Point)

Points will be awarded to qualifying projects.

8. Transit Service Expansion Projects: Projects which link an Environmental Justice (EJ) community or communities with job, medical, shopping recreation and education centers. (1 Point)

Points will be awarded to qualifying projects.

IV. Project Readiness (30 Point Maximum)

Maximum points (30) will be awarded if the applicant demonstrates a commitment to obligate funds prior to ____ ____, 20___. **All other applicants will receive zero points.** To receive these points, the applicant's project implementation schedule must demonstrate a clear intent and commitment to have obligated all allocated CMAQ funds prior to _____, 20__.

Applicants who represent that they will have their CMAQ funds obligated by _____, 20__, but fail to do so, will have their projects cancelled.

V. Partnerships (5 Points)

Points will be awarded if project implementation involves multiple parties. Application must contain evidence of each party's commitment to the project.

VI. Local Match (5 Points)

Five (5) points will be awarded to projects that provide a local share that exceeds the minimum required of 20%.

VII. Required Prioritizations (No Points)

Required Prioritization of Transit Service Expansion Projects: Projects providing bus feeder service to commuter rail stations must be prioritized over other transit service expansion projects.

Community Bicycle Plan: Bicycle-related projects must be supported by a community-based bicycle plan, adopted in the same manner as the community's comprehensive plan or plans (or included therein). Such projects should not generally be funded where such plans do not exist.

Highway Construction Projects: Sidewalks are required along at least one side of each funded highway improvement project – unless compelling evidence to the contrary is submitted.