

KYOVA Interstate Planning Commission

Congestion Mitigation and Air Quality Improvement Program Application (CMAQ) – OHIO

INSTRUCTIONS

PLEASE SUBMIT BY SEPTEMBER 4, 2015 (CLOSE OF BUSINESS)

When completing the application, applicants shall follow these guidelines:

- ✓ Thoroughly review the FHWA CMAQ Program Guidance for project eligibility.
- ✓ Complete the application in its entirety.
- ✓ Submit application postmarked on or before the deadline as advertised by the KYOVA Interstate Planning Commission.
- ✓ 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/roadwork will occur.

Applications should be mailed to: Michele Craig, Executive Director
KYOVA Interstate Planning Commission
400 Third Avenue
Huntington, WV 25701

Application Cycle Deadlines:

Cycle 1: November 1, 2014 to December 31, 2014 -- Intent to Apply – December 1, 2014 / Application – December 31, 2014

Cycle 2: July 1, 2015 to September 4, 2015 -- Intent to Apply – July 1, 2015 to July 31, 2015 / Application Deadline – September 4, 2015 (close of business)

Required Attachments to the Application

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

- An 8 ½" x 11" location map identifying the site in proximity to federal, state, or local highways must be attached.
- Aerial maps are preferred.
- If the project involves acquiring real-property interest, include:
 - ✓ Current ownership of the property
 - ✓ Plat or property sketch
 - ✓ Type of title being acquired
 - ✓ Identification of any improvements
 - ✓ Size of tract or size of area acquired
 - ✓ Parent tract if it is a partial acquisition

Attachment B – Detailed Engineer's Estimate

An engineer's estimate should be included with this application. The estimate will be used to assess the project construction cost.

Attachment C – Letter of Match Commitment

A 20 % match is required for CMAQ projects. Please attach a letter from the applicant signature authority (Judge/Executive, Mayor, etc.) committing the match for this project. 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 funds available to use as match as soon as the project is approved to commence.

Note: Do not use "see attached" as an answer to any questions in the application. If you require more space to explain your answers please continue on an attached separate 8 ½ x 11-inch sheet of paper with the item number and question in the heading.

APPLICATION PROCESS

Section 1: Applicant Information

Section 1 includes general information about the applicant, such as organization, contact information, project name and location, project description and status of project.

Section 2: Project Category

Please check the box of the project category that you are applying. Please only check one (1).

Section 3: Project Description (15%)

Section 3 requests a thorough description of the project. This section is divided into two sections. One for non-infrastructure projects (non-construction) and Infrastructure Improvements (construction) projects. It also request information on how the applicant will maintain the project for public use.

Section 4: Project Readiness (25%)

Section 4 relates to the project readiness and the project schedule. Please answer the questions fully.

Section 5: Project Cost (15%)

Section 5 request the cost/budget associated with the project. Please be as detailed as possible. Attach letters of support or commitment to verify funding or in-kind match.

Section 6: Environmental and Cultural/Historic Resources (40%)

Section 6 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 7: Emission Reductions (15%)

Section 7 requests the applicant to provide the analysis of the emission reductions in VOC, CO, NO_x, 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.

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SECTION 1: APPLICANT INFORMATION

PROJECT COUNTY	PROJECT LOCATION (CITY/COUNTY/TOWNSHIP)	HIGHWAY DISTRICT
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PROJECT TITLE AND/OR LOCATION

SPONSOR NAME

ADDRESS	CITY
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ZIP	PHONE	FAX
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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 and ODOT will be sent to this person. Applicants will be responsible for notifying KYOVA and ODOT if the point of contact for the project changes.

POINT OF CONTACT	CONTACT E-MAIL
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SECTION 2: PROJECT CATEGORY

INSTRUCTION: Check the box that most fits your project. Check **ONLY ONE**.

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

SECTION 3: PROJECT DESCRIPTION (5 Points Possible)**Non-Infrastructure Project**

INSTRUCTIONS: Provide a thorough description of any non-infrastructure (non-construction) project. Include all items for which you are requesting funding.

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SECTION 3: PROJECT DESCRIPTION – CONTINUED

Infrastructure Project Improvements

INSTRUCTION: For infrastructure activities, provide the location and a detailed project description

LOCATION

STREET NAME

IS THIS A STATE ROAD? YES NO

TYPE OF IMPROVEMENT

FROM/MP

TO/MP

LENGTH

GPS COORDINATES

Describe the project and all items requested to include side of road, direction, and all other relevant information.

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SECTION 3: PROJECT DESCRIPTION – CONTINUED

MAINTENANCE PLAN (5 Points Possible)

Describe how the completed project will be maintained for public use. Include plans for income generated after completion.

SECTION 4: PROJECT READINESS (25 Points Possible)

PROJECT SCHEDULE

Lists each phase of the proposed project and provide an approximate completion date.

PHASE TYPE	PROJECT PHASE DESCRIPTION	APPROXIMATE COMPLETION DATE (M/D/YEAR)
Design		
Right of Way		
Utilities		
Construction		

What level of engineering/design has been completed for this project? Include any barriers to technical feasibility. 15 Points Possible)

List all local government entities, contacts, and civic groups that have been involved in the development of the project. (10 Points Possible)

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SECTION 5: PROJECT COST

IMPORTANT: KYOVA uses the cost estimate to determine the amount of funding; therefore, the estimates for each phase of the project must be as accurate as possible.

FOR INFRASTRUCTURE (CONSTRUCTION) PROJECTS ONLY, COMPLETE THE FOLLOWING TABLE.

PHASE	COST
Preliminary Engineering/Design	
Right of Way (ROW)	
Utilities	
Construction	
Construction Engineering/Inspection	
Contingency (10%)	
TOTAL INFRASTRUCTURE FUNDS REQUESTED	

FOR NON INFRASTRUCTURE (NON-CONSTRUCTION) PROJECTS ONLY, COMPLETE THE FOLLOWING TABLE

DESCRIPTION	COST
Contingency (10%)	
TOTAL NON-INFRASTRUCTURE FUNDS REQUESTED	

LOCAL PUBLIC AGENCY (LPA) MATCH

CMAQ projects require a 20% match. Please provide the source and the amount.

ITEM	AMOUNT
TOTAL MATCH PROVIDED	

FINANCIAL FEASIBILITY (15 Points Possible)

Will the funds requested in this application fully fund the project? Yes No (15 Points Possible)

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

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SECTION 6: ENVIRONMENTAL AND CULTURAL/HISTORIC RESOURCES (40 Points Possible)

Describe how the project improves non-motorized connectivity. Does the project reduce VMT (Vehicle Miles Traveled), particulate matter, and/or greenhouse gas emissions? (35 Points Possible)

[Empty response area for Section 6]

AQUATIC & TERRESTRIAL (3 Points Possible)

- Does the project impact wetlands? Yes (0 Points) No (1 Point) If yes, how many acres?
- Does the project impact agricultural lands? Yes (0 Points) No (1 Point)
- Does the project potentially impact endangered species? Yes (0 Points) No (1 Point)

CULTURAL, HISTORIC & ARCHAEOLOGICAL RESOURCES (2 Points Possible)

- Is the area or part of the area eligible to be listed in the National Register of Places Yes (1 Point) No (0 Points)
(If yes, attach the National Register nomination form with the application.)
- Will there be any earth disturbance associated with this project? Yes (0 Points) No (1 Point)
(If yes, completion of an archaeological survey prior to the beginning of the project may be required.)

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SECTION 7: EMISSION REDUCTIONS (15 Points Possible)

VOC Regional Reduction (KG/day)	CO Regional Reduction (KG/day)	NOx Regional Reduction (KG/day)	PM₁₀ Regional Reduction (KG/day)	PM_{2.5} Regional Reduction (KG/day)
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Describe the methodology used to determine each reduction.

To the best of my knowledge, the information within this application (Surface Transportation Program) is accurate; and as the applicant have authority to pursue funding opportunities for _____ (agency).

Chief Official/Title: _____

Signature: _____

Date: _____