

Fiscal Year 2011

Transportation Programming Guidebook



Maricopa Association of Governments

September 2010



INFORMATION



SCHEDULE



CONTACT



RESOURCES

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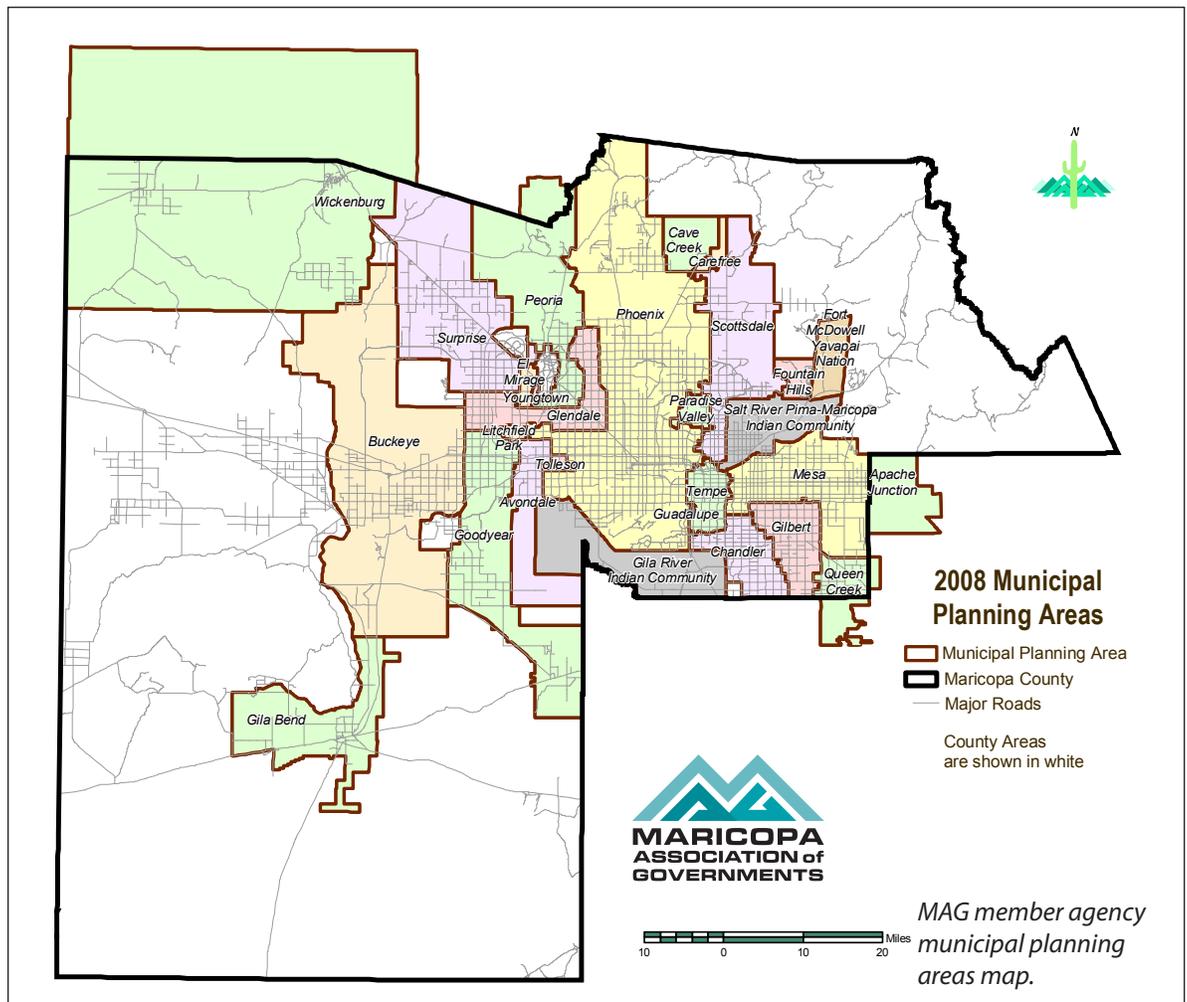
ACRONYMS

ADOT	Arizona Department of Transportation
ALCP	Arterial Life Cycle Program
AQCA	Air Quality Conformity Analysis
AQTAC	Air Quality Technical Advisory Committee
CMAQ	Congestion Mitigation and Air Quality
CTOC	Citizens Transportation Oversight Committee
EPA	Environmental Protection Agency
FFY	Federal Fiscal Year
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
HOV	High Occupancy Vehicle
HURF	Highway User Revenue Funds
ITS	Intelligent Transportation Systems
MAG	Maricopa Association of Governments
MAG-STP	MAG Surface Transportation Program
OA	Obligation Authority
PTF	Public Transit Funds
RARF	Regional Area Road Funds
RC	Regional Council
RPTA	Regional Public Transportation Authority
RTP	Regional Transportation Plan
RTPFP	Regional Transportation Plan Freeway Program
SAFETEA-LU	Safe, Accountable, Flexible, and Efficient Transportation Equity Act— A Legacy for Users
STAN	Statewide Transportation Acceleration Needs
STIP	State Transportation Improvement Program
STP-HES	Surface Transportation Program—Hazard Elimination and Safety
STP-RR	Surface Transportation Program—Rail Road Crossing
STP-TEA	Surface Transportation Program—Transportation Enhancements
TAC	Technical Advisory Committee
TCM	Transportation Control Measures
TERC	Transportation Enhancement Review Committee
TIP	Transportation Improvement Program
TLCP	Transit Life Cycle Program
TPC	Transportation Policy Committee
TRC	Transportation Review Committee

INTRODUCTION

The Maricopa Association of Governments (MAG) Transportation Division is responsible for the region's Transportation Improvement Program (TIP); the long range Regional Transportation Plan (RTP); facilitating the selection of projects to be programmed with Federal Funds; modeling roadway conditions, vehicle models, and congestion; long range transportation planning; and working with our member agencies through the MAG Committee Process for direction.

The purpose of the Transportation Programming Guidebook is to provide MAG member agencies information, instructions, and deadlines on the different transportation programs. This publication does not duplicate the information in the RTP or the TIP Report, but is a compilation of resources available to member agencies on how transportation projects are programmed in the MAG Region. The handbook explains the available transportation funds, funding allocations, and projections as they relate to programming transportation projects. This guide is also a source to find the different requirements, resources, policies, processes, schedules, and contact information organized by types of transportation projects.



FY 2011 Transportation Programming Focus Areas

In FY2011, MAG will not be preparing a new TIP or RTP as the FY2011-2015 MAG TIP and RTP 2010 Update were approved by MAG Regional Council on July 28, 2010. MAG will continue to focus on programming federal funds for highway and transit projects as explained in **Section 2 and Section 5**, focusing on:

1. Programming federal funds for pave unpaved roads, street sweepers, safety projects, transit projects, transportation enhancement projects,
2. Programming the 2011 Transit Program of Projects,
3. Making Project Changes to the FY2011-2015 MAG TIP and RTP, and
4. Normal processes like updating the regional lifecycles for freeways, arterials, and transit; and the Closeout of the federal fund program.

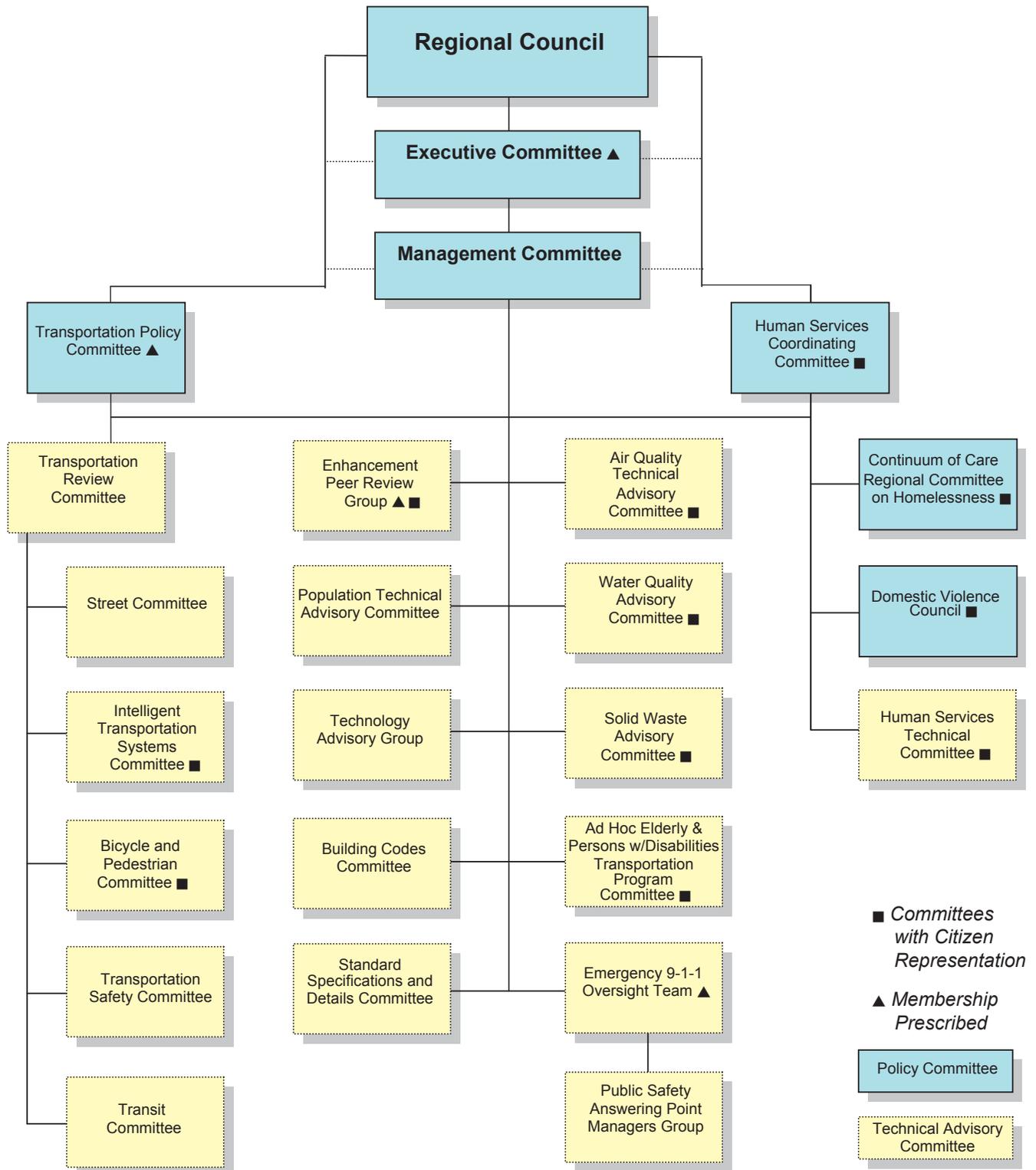
Project Changes will be an integral part of the FY 2011 due to recent air quality concerns. It is MAG's goal to ensure projects are accurately reported in the TIP.

The MAG regional transportation programming, planning, and modeling process have been designed to respond to Federal and State mandates directed at the metropolitan transportation planning processes, including the requirements of the Federal Safe, Accountable, Flexible, and Efficient Transportation Equity Act – A Legacy for Users (SAFE-TEA-LU) and Arizona State statutes related to House Bill 2292 and House Bill 2456. MAG member agencies play a critical role supporting information for transportation projects.

The MAG Committee Process is an integral part of the transportation programming process and is responsible for reviewing and approving the multiple stages of programming the TIP and the RTP.

If there are any significant changes to schedules in the Guidebook, a new version will be printed and MAG member agencies will be notified.

MAG Committee Structure



REGIONAL TRANSPORTATION PROGRAMMING



Regional Transportation Plan 2010 Update & 2011-2015 MAG Transportation Improvement Program

The Regional Transportation Plan (RTP) 2010 Update and the FY2011-2015 MAG Transportation Improvement Program (TIP) were approved by MAG Regional Council on July 28, 2010. It is planned that a new MAG TIP will begin development in FY 2012.

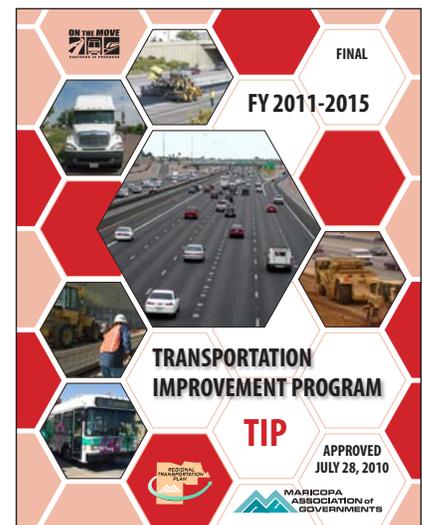
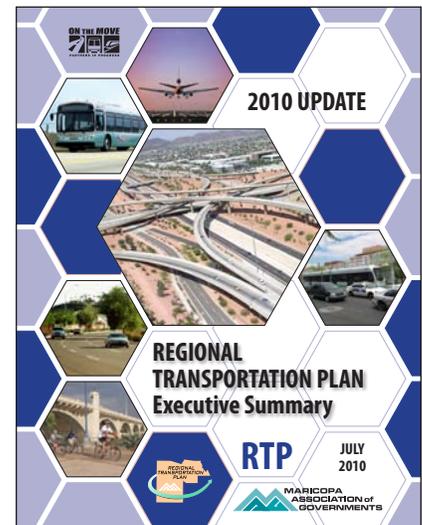
For more information about the RTP 2010 Update, please see the RTP itself at: <http://www.mag.maricopa.gov/project.cms?item=411>.

The FY 2011-2015 MAG TIP is an element of the MAG Regional Transportation Plan (RTP), which is the region's long range transportation plan. Projects included in the FY 2011-2015 MAG TIP are drawn from projects defined in the RTP and major elements of the RTP, such as the life-cycles for transit, arterial streets and freeways and the MAG Federal Fund Program

The Federal funded and regionally significant projects come from three major elements of the region's long range plan – the RTP:

1. Proposition 400 projects in the three life cycle programs: Freeway, Arterial, and Transit;
2. The MAG Federal fund program; and
3. Local sponsored projects.

The 2011-2015 Transportation Improvement Program (TIP) is a listing/program of transportation projects covering a 5 year period. To meet federal requirements, the 2011-2015 TIP reports on all projects programmed with federal funds identified in Title 23 and Title 49 of the US Code and on all regionally significant projects that are funded with Federal and non-federal funds. The TIP also reports on projects that have obligated with federal funds in the most recent previous federal fiscal year.



RESOURCES

MAG defines a regionally significant project as:

A transportation project that is on a facility which serves regional transportation needs (i.e., urban freeways, other urban or rural principal arterials; and the one-mile grid street network and extensions thereof), and would normally be included in the modeling of the transportation network.

Projects that are greater than one-half mile in length, impacts freeways or freeway interchanges, or alters the number of striped through-lanes for motor vehicle use, are reflected in the transportation network used by MAG for regional transportation modeling purposes.

In addition, fixed guideway transit facilities (e.g., trackage for light rail service, or dedicated busways) that serve regional transportation needs also meet the definition of a regionally significant project.

The government agency with jurisdiction for approving the project has the responsibility of determining whether or not a transportation project is regionally significant and for providing information on the regionally significant projects through the interagency consultation process to MAG.

For more information about the FY 2011-2015 MAG TIP, please go to:
<http://www.mag.maricopa.gov/project.cms?item=413>.

The TIP is listed as a PDF, and additionally, excel tables for transit and highway projects are available for download for ease of project information. Any time there are approved project changes, the TIP webpage and excel project tables will be updated.

Changes to Transportation Projects

Project Changes will be an integral part of the FY 2011 due to recent air quality concerns. It is MAG's goal to ensure projects are accurately reported in the FY 2011-2015 MAG TIP.

Member agencies should contact the MAG Transportation Division if a project change concerns either a federally funded or regionally significant project that is listed in the current FY 2011-2015 MAG TIP or needs to be added. Projects that are federally funded must appear in a TIP, and changes/additions of regionally significant projects affect the compliance of the region with air quality plans, regulations, and laws. Examples of project changes or additions: member agency reprioritization of transportation projects, a shift in project schedule that affects the current year, addition/deletion of a project due to availability of funds, administrative corrections, project cost increases/decreases, etc.

To better serve member agency needs in this area, it is requested that members complete a Project Change Request Form as identified in **Appendix A**.

This form is available for agencies to download at:
<http://www.mag.maricopa.gov/project.cms?item=413>.



RESOURCES

Maricopa Association of Governments (MAG) - Windows Internet Explorer

http://www.mag.maricopa.gov/project.cms?item=413

File Edit View Favorites Tools Help

Maricopa Association of Governments (MAG)

PROJECT

Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) is a five year schedule of specific projects to be constructed across the region.

FY 2011-FY 2015 MAG Transportation Improvement Program (TIP):
 The FY 2011-FY 2015 MAG TIP was approved by the MAG Regional Council on July 28, 2010. Available for download is a PDF version of the entire report and an excel spreadsheet of Highway and Transit projects (separate tabs) as reported in the approved FY2011-2015 MAG TIP.

- [FY 2011-2015 MAG Transportation Improvement Program](#)
- [FY 2011-2015 TIP Highway and Transit Projects as Approved July 28, 2010 - Excel Spreadsheet](#)

Applications for Federal Funds
 Applications for PM-10 Certified Street Sweepers and PM-10 Pave Unpaved Roads are now available for the competitive selection process for MAG Federal Funds for inclusion in the 2011-2015 Transportation Improvement Program (TIP). There will be a workshop held on Tuesday, August 17, 2010 @ 11:00 a.m. at MAG Office, Suite 200 – Saguaro Room, 302 North 1st Avenue, Phoenix, to discuss and explain the Project Applications noted above. Signed project applications are due to MAG by Thursday September 16, 2010 by 12:00 p.m./noon. Late applications will not be accepted.

302 North 1st Avenue
 Suite 300
 Phoenix, Arizona 85003

Phone (602) 254-6300
 FAX (602) 254-6490

Spanish language assistance available at (602) 452-5080

SEARCH

SEARCH >>
 Click the search button above to submit your search.

CALENDAR

August 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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[Intermountain Metropolitan Planning Organizations](#)

This Excel sheet is designed to facilitate and standardize MAG member agency requests to changes to projects in the adopted MAG Transportation Improvement Program (TIP).

Once the Project Change Request Form is completed and submitted, MAG will make necessary amendments, administrative modifications to the currently programmed TIP, RTP, and ALCP. MAG staff will determine if the project change request is an administrative modification or an amendment to the TIP and RTP.

Project change requests to the TIP and RTP will be approved through the MAG committee process and depending on the type of administrative modification, it will either go through the committee process or will be handled by MAG staff. As defined by FHWA, administrative modifications to the TIP include:

- Revise a project description without changing the project scope or conflicting with the environmental document,

- Cost decreases,
- Change sources of funds,
- Change a project lead agency,
- Program federal funds for advance construction conversion,
- Change program year of funds within the 4-year FTIP/STIP – provided Expedited Project Selection Procedures are in place,
- Split or combine individually listed projects, provided cost, schedule and scope remain unchanged,
- Change required information for grouped or lump sum project listings,
- Administrative modifications may be used for programming FTA projects from the previous FTIP. Prior year funding must be differentiated from the current year funding by including narrative in the project description or in the MPO Comment area, and
- Make minor changes to the FTA funded grouped project listings. Minor changes include changing the # of transit vehicles purchased by 20% or less and changes to the fuel type of transit vehicles.

There are 4 types of administrative modifications that MAG Regional Council approved for MAG staff to complete and not go through the MAG committee process:

- Revise a project description without changing the project scope or conflicting with the environmental document,
- Cost decreases,
- Change sources of funds,
- Split or combine individually listed projects, provided cost, schedule and scope remain unchanged.

All approved project change requests and MAG staff administrative modifications will be submitted to ADOT, FHWA, and FTA for modification in the MAG TIP and State TIP (STIP). **These will be approved through the MAG Committee Process on a quarterly basis, as noted in the table below on the following page.**

Please note: MAG Project changes receive final approval to be included in the Statewide TIP (STIP) by ADOT, then FHWA and FTA. The approved FHWA and FTA amendments have a different amendment/administrative modification approval numbers than the MAG approval numbers.

MAG's approved project changes, and excel spreadsheets of project listings are posted on the TIP webpage: <http://www.mag.maricopa.gov/project.cms?item=413>, and the FHWA and FTA approved amendments can be found at ADOT's website: http://www.azdot.gov/MPD/priority_Programming/pdf/stip/amendments/amendments.htm.



Project Changes - Fiscal Year 2011	
2010	
September	DUE DATE: Please submit Project Change requests to MAG by September 13, 2010
	23r:- Transportation Review Committee (TRC) review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*
October	Managers, Transportation Policy Committee (TPC), and Regional Council (RC) review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*
November	DUE DATE: Please submit Project Change requests to MAG by November 4, 2010
December	9th: TRC review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*
2011	
January	Managers & Executive Committee review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*
March	DUE DATE: Please submit Project Change requests to MAG by March 14, 2011
	TRC review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*
April	Managers, TPC and RC review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*
June	DUE DATE: Please submit Project Change requests to MAG by June 20, 2011
	TRC review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*
July	Managers, TPC and RC review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*

*Project changes are completed as needed

Programming Transportation Projects

In FY 2011 MAG will be focusing on programming federal funds for street sweepers and transit, safety, transportation enhancement, and paving unpaved road projects. The normal processes like updating the regional lifecycles for freeways, arterials, and transit; and the Closeout of the federal fund program will also continue. A new process, the Transit 2011 Program of Projects will be administered as well.

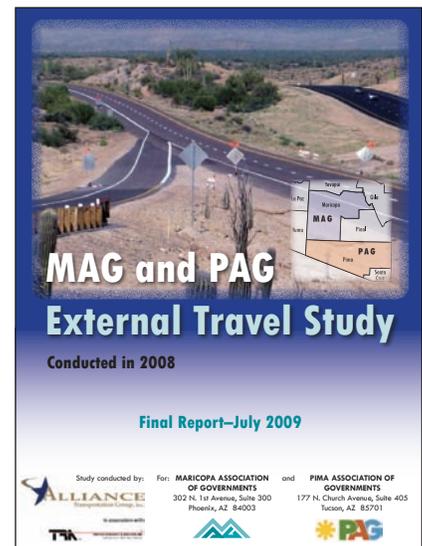
Please see **Section 5 and Section 6** for more information that is presented by transportation project categories that includes schedules, guidance, and evaluations.

Transportation Modeling and System Analysis

After the MAG Staff works with member agencies on data collection for the RTP and the current TIP, the information is used for the transportation system analysis – transportation modeling. The regional transportation planning process requires analysis and forecasting of travel demand and level of service provided by the regional transportation system. This information is fundamental for timely recognition of the future transportation challenges and development of appropriate planning solutions. It is important to perform these functions on a system-wide regional level, so that system wide effects and interrelationships between different elements of the transportation system can be properly reflected.

This component of the regional transportation programming involves task of collecting, maintaining, analyzing, forecasting and delivering information relevant to the regional transportation infrastructure and travel. The information is utilized by MAG, its member agencies and by the consulting community working on local and regional planning and design projects. Travel simulations produced by the program serve as a major input for local highway and transit planning and design efforts as well as for regional transportation planning and air quality analysis.

Major activities scheduled for the 2010 fiscal year include updates of the MAG travel demand forecasting model; development of new modeling tools and approaches that reflect emerging trends in the state-of-the-art; data collection and data management activities required for the development and maintenance of the regional travel forecasting tools and analysis of regional travel and traffic trends.



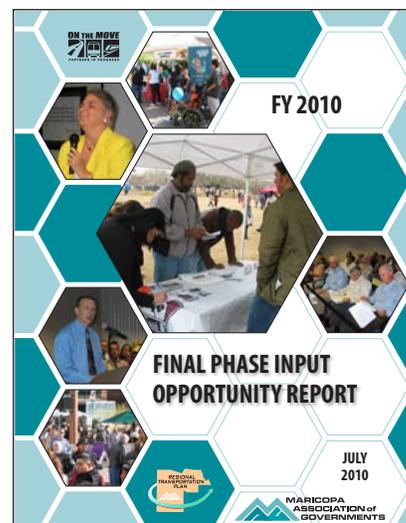
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Public Involvement

MAG's Public Participation Plan is a response to requirements included in federal legislation and is divided into four phases: Early Phase, Mid-Phase, Final Phase, and Continuous Involvement. The Early Phase meetings ensure early involvement of the public in the development of the transportation plans and programs. The Mid-Phase process provides for input on initial plan analysis for the Draft RTP and the Draft TIP, and includes a public hearing on regional transportation issues. The Final Phase provides an opportunity for final comment on the Draft RTP, Draft TIP, and Draft Air Quality Conformity Analysis, prior to final approval, and also includes a public hearing. In addition, continuous outreach is conducted throughout the annual update process.



It is important to note that MAG's public involvement process parallels the TIP and RTP update cycles. Due to a variety of factors, MAG is exploring possible improvements to the composition of the transportation programming, planning and public involvement processes. Any improvements or changes will be made available to MAG member agencies as soon as possible. To learn more about ongoing public involvement opportunities and communications, please see the Communications web page:

<http://www.mag.maricopa.gov/division.cms?item=68>.



RESOURCES



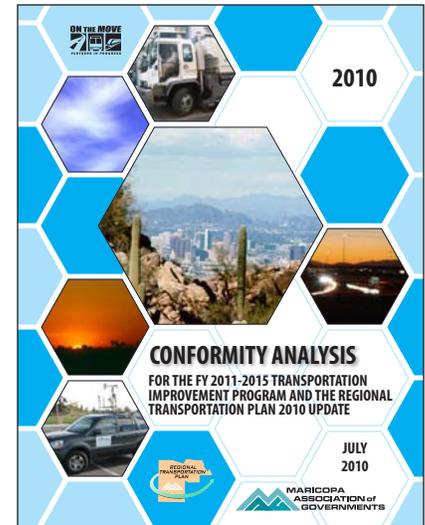
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Air Quality Conformity Analysis

The Clean Air Act links transportation and air quality. Portions of Maricopa County are designated as a nonattainment for particulate matter (PM-10) and eight-hour ozone, and as a maintenance area for carbon monoxide. According to Environmental Protection Agency (EPA) regulations, transportation conformity requirements apply to all nonattainment or maintenance areas. Transportation plans, programs, and projects for the nonattainment or maintenance areas in the Maricopa County area must comply with requirements of the federal transportation conformity rule. The final determination of conformity on the Transportation Improvement Programs and Regional Transportation Plans, and any major plan revisions, is the responsibility of the Federal Highway Administration and the Federal Transit Administration.



All regionally significant projects proposed to be funded with federal funds and non-federal funds must be included in the TIP. The federal transportation conformity rule defines a regionally significant project as “a transportation project (other than an exempt project) that is on a facility which serves regional transportation needs (such as access to and from the area outside of the region, major activity centers in the region, major planned developments such as new retail malls, sports complexes, etc., or transportation terminals as well as most terminals themselves) and would normally be included in the modeling of a metropolitan area’s transportation network, including at a minimum all principal arterial highways and all fixed guideway transit facilities that offer an alternative to regional highway travel.”



CONTACT

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RESOURCES

MAG conformity analysis page: <http://www.mag.maricopa.gov/project.cms?item=131>

AVAILABLE REGIONAL TRANSPORTATION FUNDS

As shown in **Chart 1**, the major regional funding sources that are available in the region for transportation projects include:

vHalf-Cent Sales Tax

- Local Funds
- Arizona Department of Transportation (ADOT) Funds
- MAG Area Federal Transportation Funds

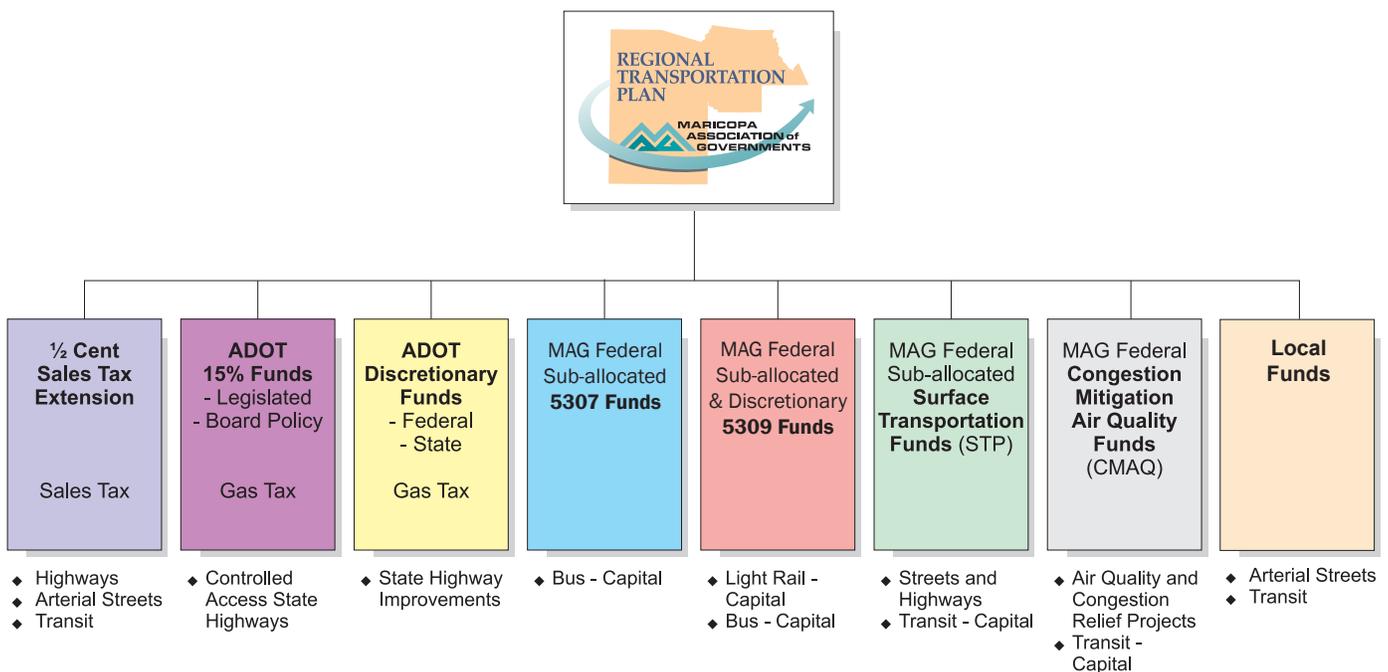


Chart 1: Major Regional Transportation Funding Revenue Sources

Half-Cent Sales Tax

The current half-cent sales tax extension approved through Proposition 400 went into affect on January 1, 2006. The revenues collected from the half-cent sales tax are deposited into the Regional Area Road Fund (RARF), and allocated between the Regional Transportation Plan Freeway Program (RTPFP) and the Arterial Life Cycle Program (ALCP); and into the Public Transportation Fund (PTF) for the Transit Life Cycle Program (TLCP). As specified in ARS 42-6105.E, 56.2 percent of all sales tax collections will be distributed to freeways and highways (RARF); 10.5 percent will be distributed to arterial street improvements (RARF); and 33.3 percent of all collections will be distributed to transit (PTF). The prioritization and project selection for these funds happens within each life cycle program. Please see **Section 5** for more details.



Local Funds

Local resources: taxes, bonds, general fund, Highway User Revenue Fund (HURF), state funds, and impact fees, allow member agencies to locally fund transportation projects, operations and maintenance, pavement preservation, and meet various match requirements for capital projects.



Arizona Department Of Transportation Funds

ADOT relies on funding from two primary sources: the HURF and Federal transportation funds. The HURF is comprised of funds from the gasoline and use fuel taxes, a portion of the vehicle license tax, registration fees and other miscellaneous sources.

MAG Federal Transportation Funds



In addition to the half-cent sales tax revenues, local funds, and ADOT funding, a number of Federal transportation funding sources are programmed in the current 2011-2015 MAG TIP.

For more detailed explanation about the Federal Transit funds, please see the Grant Programs webpage at http://www.fta.dot.gov/funding/grants_financing_263.html.

For more detailed explanation about the Federal Highway funds, please see FHWA's Fact Sheets on Highway Provisions at <http://www.fhwa.dot.gov/safetealu/factsheets.htm>.

Federal Transit 5307

Available to large urban areas to fund bus purchases, transit capital projects, preventative maintenance, and ADA/Para-transit operations (up to 10% of the sub-allocation). At least 1 percent of the funding apportioned to each area must be used for transit enhancement activities such as historic preservation, landscaping, public art, pedestrian access, and enhanced access for persons with disabilities. Purchases made under this program must include a 20 percent local match. These funds are programmed through a coordinated process between the development of the Transit Life Cycle Program (TLCP) and the MAG Committee Process, beginning with the MAG Transit Committee.

Federal Transit 5309 – New Starts

Available through discretionary grants from the FTA, and applications are on a competitive basis. They include grants for light rail, rapid/heavy rail, commuter rail, monorail, automated fixed guideway system (like a people mover), busway/high occupancy vehicle (HOV) facility, or an extension of any of these. To become a candidate for this program, candidates have to be successful completing the appropriate steps in the federal required major project development process. These funds are programmed through a

collaborative process between MAG and Valley Metro Rail/METRO. The METRO Light Rail starter line received these funds. The statutory match for New Starts funding is 80 percent Federal, 20 percent local, yet FTA encourages applicants to request federal funding at the highest rate possible.

Federal Transit 5309 – Rail and Fixed Guideway Modernization

These funds are allocated by a federal statutory formula to urbanized areas with rail systems that have been in operation for at least seven years. A 'fixed guideway' includes: heavy rail, commuter rail, light rail, monorail, trolleybus, aerial tramway, inclined plan, cable car, automated guideway transit, ferryboats, and high-occupancy vehicles (HOV) lanes.

These funds can be used for capital projects aimed at improving the existing facility including purchase and rehabilitation of rolling stock, track, line equipment, structures, signals and communications, power equipment and substations, passenger stations and terminals, security equipment and systems, maintenance facilities and equipment, operations support equipment including computer hardware and software, system extensions, and preventative maintenance.

These funds are programmed through a collaborative process through the Transit Life Cycle Program (TLCP) and the MAG Committee Process. The statutory match for New Starts funding is 80 percent Federal, 20 percent local.

Federal Transit 5309, 5318 – Bus and Bus Facilities - Discretionary

Funding can be used for the purchasing of buses for fleet and service expansion, bus maintenance and administrative facilities, transfer facilities, bus malls, transportation centers, intermodal terminals, park-and-ride stations, acquisition of replacement vehicles, bus rebuilds, bus preventative maintenance, passenger amenities such as passenger shelters and bus stop signs, accessory and miscellaneous equipment such as mobile radio units, supervisory vehicles, fare boxes, computers and shop and garage equipment.

Section 5318 is the Bus Testing Facility program. Under this program, one facility is used for testing a new bus model for maintainability, reliability, safety, performance (including braking performance), structural integrity, fuel economy, emissions, and noise. The program is administered under the Section 5309 Bus and Bus Related Facilities program. These discretionary funds can be allocated to projects via a competitive grant process or a Congressional earmark. If funding is received, the funds are programmed through MAG.

Federal Transit 5310 – Transportation for Elderly Person and Persons with Disabilities

This program provides formula funding to the state for the purpose of assisting private nonprofit groups in meeting the transportation needs of the elderly and persons with

disabilities. These funds provide capital assistance through the State to organizations that provide specialized transportation services to elderly persons and persons with disabilities. Eligible subrecipients are private non-profit organizations, governmental authorities where no non-profit organizations are available to provide service and governmental authorities approve to coordinate service. The federal match is 80 percent.

These funds are currently programmed annually through the Arizona Department of Transportation (ADOT) with a regional coordination effort lead by MAG and the MAG Elderly & Persons with Disabilities Transportation Committee. This committee consists of representatives from MAG member agencies and regional transportation agencies. The committee develops recommendations for ADOT regarding the prioritization of applicants to receive FTA Section 5310 capital assistance awards in the form of vehicles and related equipment to transport elderly individuals and persons with disabilities.

Please see **Section 5** of the Guidebook for more information.

Federal Transit 5311 – Rural and Small Urban Areas

The Rural and Small Urban Area program, is one that provides funds for capital and operating expenses in non-urbanized (rural) areas. The area eligible for these funds in the MAG Region are those found in the Avondale UZA, and outside the Phoenix UZA, for example, Wickenburg and Gila Bend. The federal match varies, depending on the use of funds; operating assistance is 50 percent of the net operating costs, projects meeting the requirements of ADA, the Clean Air Act or bicycle access projects may be funded at 90 percent.

These funds are programmed annually through the Arizona Department of Transportation (ADOT).

Federal Transit 5316 – Job Access and Reverse Commute (JARC) Program

The purpose of the JARC grant program is to assist states and localities in developing new or expanded transportation services that connect welfare recipients and other low income persons to jobs and other employment related services. Job Access projects are targeted at developing new or expanded transportation services such as shuttles, van-pools, new bus routes, connector services to mass transit, and guaranteed ride home programs for welfare recipients and low income persons who are unemployed or under-employed. These grants are designed to serve persons at or below 150% of the federally-defined poverty level. Reverse Commute projects are generally not constrained by end-user income level and provide transportation services to suburban employment centers from urban, rural and other suburban locations for all populations.

States and public bodies are eligible designated recipients; subrecipients can be private non-profit organizations, state or local governments, and operators of public transportation services. Capital planning and operating expenses are eligible expenses.

These funds are programmed on an annual basis at a federal 80 percent match for capital expenses and at a 50/50 match for operations. As designated by the Governor of the State of Arizona, the City of Phoenix Public Transit Department (PTD) administers JARC/NF program funds for large urbanized areas (population greater than 200,000) within the Maricopa County region of the state which currently consists of the Phoenix/Mesa Urbanized Area. The PTD's goals and objectives for the JARC/NF programs will directly reflect the purpose of the grants and the goals and strategies outlined in the regional Maricopa Association of Governments (MAG) Human Services Coordination Transportation Plan (HSCTP).¹

Federal Transit 5317 – New Freedom Program

The purpose of the New Freedom grant program is to provide funds to support the capital and operating costs of “new” (post August 2005 initiated) public transportation service focused on persons with disabilities, and to encourage public transportation alternatives which provide services and facility improvements to address needs that go beyond those required by the Americans with Disabilities Act (ADA). New Freedom projects may include activities permitting a transit operation to extend service beyond the ADA “complementary paratransit” service requirement of “1/4 mile either side of a fixed route” – or other constraints that many public transportation systems historically have had to adhere to or were otherwise financially constrained to improve upon.²

States and public bodies are eligible designated recipients; subrecipients can be private non-profit organizations, state or local governments, and operators of public transportation services. Capital and operating expenses for new public transportation services and new public transportation alternatives beyond those required by the American with Disabilities Act of 1990 (ADA), that are designed to assist individuals with disabilities

These funds are programmed on an annual basis at a federal 80 percent match for capital expenses and at a 50/50 match for operations. As designated by the Governor of the State of Arizona, the City of Phoenix Public Transit Department (PTD) administers JARC/NF program funds for large urbanized areas (population greater than 200,000) within the Maricopa County region of the state which currently consists of the Phoenix/Mesa Urbanized Area. The PTD's goals and objectives for the JARC/NF programs will directly reflect the purpose of the grants and the goals and strategies outlined in the regional Maricopa Association of Governments (MAG) Human Services Coordination Transportation Plan (HSCTP).³

-
1. Program Management Plan, Sections 5316 & 5317 Job Access Reverse Commute and New Freedom Grant Programs, City of Phoenix Public Transit Department.
 2. Program Management Plan, Sections 5316 & 5317 Job Access Reverse Commute and New Freedom Grant Programs, City of Phoenix Public Transit Department.
 3. Program Management Plan, Sections 5316 & 5317 Job Access Reverse Commute and New Freedom Grant Programs, City of Phoenix Public Transit Department.

Federal Highway – MAG Surface Transportation Program (STP)

The most flexible Federal transportation funds and may be used for highways, transit or streets. Currently, all of the MAG STP funds are allocated to the ALCP and the FLCP as noted in **Table 1**. Through FY 2014, MAG has committed \$34.1 million per year in MAG Federal funds for completion of regional freeway system and the retirement of federal grant anticipation notes associated with this system. This commitment is to be met by first using STP-MAG funding and then by using CMAQ funding if there is not enough STP-MAG available. In addition, MAG has committed up to \$3 million per year for regional transportation planning and air quality studies and contingencies. Currently, all of the MAG STP funds are allocated and programmed through the ALCP and the FLCP as noted in **Table 1**.

Federal Interstate Maintenance (IM)

The Interstate Maintenance (IM) program provides funding for resurfacing, restoring, rehabilitating and reconstructing most routes on the Interstate System. These funds are programmed through ADOT on the highway system.

Federal National Highway System (NHS)

The program provides funding for improvements to rural and urban roads that are part of the NHS, including the Interstate System and designated connections to major intermodal terminals. Under certain circumstances, NHS funds may also be used to fund transit improvements in NHS corridors. These funds are programmed through ADOT on the highway system.

Federal Safe Routes to School (SRTS) Program



The program was established to enable and encourage children, including those with disabilities, to walk and bicycle to school; to make walking and bicycling to school safe and more appealing; and to facilitate the planning, development and implementation of projects that will improve safety, and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.

Each year after deducting \$3 million for the administrative expenses of the program, the Transportation Secretary shall apportion the funds to States based on their relative shares of total enrollment in primary and middle schools (kindergarten through eighth grade), but no State will receive less than \$1 million.

Funds are to be administered by State departments of transportation to provide financial assistance to State, local, and regional agencies, including non-profit organizations that demonstrate the ability to meet the requirements of the program.

For infrastructure related projects, eligible activities are the planning, design, and construction of projects that will substantially improve the ability of students to walk and

bicycle to school. These include sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bike parking, and traffic diversion improvements in the vicinity of schools (within approximately 2 miles). Such projects may be carried out on any public road or any bicycle or pedestrian pathway or trail in the vicinity of schools.

Each State must set aside from its Safe Routes to School apportionment not less than 10 percent and not more than 30 percent of the funds for non-infrastructure related activities to encourage walking and bicycling to school. These include public awareness campaigns and outreach to press and community leaders, traffic education and enforcement in the vicinity of schools, student sessions on bicycle and pedestrian safety, health, and environment, and training, volunteers, and managers of safe routes to school programs. Please see **Section 5** for more information.

Federal Bridge Funding – BR

The Highway Bridge Replacement and Rehabilitation Program provides funds to assist the States in their programs to replace or rehabilitate deficient highway bridges and to seismic retrofit bridges located on any public road. These funds are administered through ADOT on a first come, first serve basis. There is a funding limitation of \$500,000 per project. Please see **Section 5 and Appendix C** for more information. Eligible activities for this funding include:

- Program Management Plan, Sections 5316 & 5317 Job Access Reverse Commute and New Freedom Grant Programs, City of Phoenix Public Transit Department. The total replacement of a structurally deficient or functionally obsolete highway bridge on any public road with a new facility in the same general traffic corridor;
- The rehabilitation that is required to restore the structural integrity of a bridge on any public road, as well as the rehabilitation work necessary to correct major safety (functional) defects; and
- Bridge painting, seismic retrofitting, calcium magnesium acetate applications, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and de-icing compositions or installing scour countermeasures.

Federal Highway – Congestion Mitigation Air Quality (CMAQ)

Congestion Mitigation Air Quality (CMAQ) funds are available for transportation projects or programs that will contribute to nonattainment or maintenance of the federal air quality standards. Projects may include a wide variety of highway, transit and alternate mode projects that contribute to improved air quality. While they are allocated to the state, Arizona's funds have been dedicated entirely to the MAG Region, due to the high congestion levels and major air quality issues in the region.

The MAG CMAQ funds are allocated to different modal categories and are noted in **Table 1**. The arterial/ITS, bicycle, pedestrian, and air quality make up part of the MAG federal

funded program and each mode has an established competitive project selection process that occurs when adding a new year to the MAG TIP. The federal match is 94.3%, unless noted otherwise. The MAG RTP adopted a minimum local cost share of 30% for CMAQ funded arterial ITS and bicycle and pedestrian projects, implying that the federal share is not greater than 70%.

MAG prepares a CMAQ assessment that includes the estimated emission reduction benefits and cost-effectiveness of the projects submitted by member agencies. This assessment is used by the Transportation Review Committee and modal committees in evaluating and prioritizing projects. MAG is currently in the process of developing its Congestion Management Process (CMP) that will be integrated into the CMAQ competitive process. The CMP will be complete by the summer 2010. MAG relies on a competitive application process to program CMAQ funds. For more detailed information, a fact sheet is provided in **Appendix B**.

The following activities are generally eligible for CMAQ:

- transportation activities in an approved State Implementation Plan;
- transportation control measures to assist areas designated as nonattainment under the Clean Air Act Amendments of 1990;
- pedestrian/bicycle off-road or on-road facilities;
- traffic management/monitoring/congestion relief strategies;
- transit projects, including the purchase of transit vehicles;
- alternative fuel projects;
- intermodal freight;
- alternative fuel projects (including vehicle refueling infrastructure);
- alternative fuels (including clean fuel fleet programs and conversions);
- telecommunications;
- travel demand management;
- rideshare programs;
- inspection and maintenance programs, with some notable restrictions;
- public education and outreach activities;
- project development activities for new services and programs with air quality benefits;
- establishing/contracting with transportation management associations;
- fare/fee subsidy programs;
- experimental pilot projects/innovative financing; and
- other transportation projects with air quality benefits.
- Transportation projects and programs that reduce transportation related particulate matter emissions such as: paving dirt roads and PM-10 certified street sweeping equipment. Also, paving unpaved shoulders and alleys are CMAQ eligible.

Federal Railroad Crossing – STP – Railroad (RR)

A share of STP is also set aside for address railroad crossing safety problems. These funds are administered by ADOT on a first come, first serve basis. The federal match is usually 94.3 percent. For local projects, ADOT has set a \$500,000 federal fund cap. Please see **Section 5** for more information.

Federal Hazard Elimination and Safety – STP-Hazard Elimination Safety (HES)

The purpose of STP-HES is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements. ADOT is responsible for administering the state program with oversight from FHWA. ADOT's Highway Safety Section is responsible for the development of guidelines related to process and project eligibility. Twenty (20) percent of federal HSIP funds the state receives each year is sub-allocated to be programmed by the MPOs and COGs in the state, for safety improvement projects. A further 10 percent of HSIP is being directed by ADOT to safety improvement emphasis areas identified in the state's Strategic Highway Safety Plan. The balance 70 percent of HSIP will be available for safety improvements on all public roads in the state. The procedures for applying this portion of the federal HSIP funds for safety improvements are expected to be developed by ADOT in starting Fall 2010. It is anticipated that these new ADOT HSIP procedures will be applicable mainly for larger safety improvement projects in FY 2014 and beyond. The federal match is generally 94.3 percent, but can be as much as 100 percent in certain circumstances. Please see **Section 5** for more information.

Federal Transportation Enhancements – STP-Transportation Enhancements (TEA)

Derived from a ten percent set-aside of the STP funds apportioned to each State. Transportation enhancements are transportation-related activities that are designed to strengthen the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system. The local match is 5.7%. Please see **Section 5** for more information. Eligible activities for this funding type include:

- Provision of facilities for pedestrians and bicycles (off-road or on-road facilities, including modification of existing public sidewalks to comply with the requirements of the Americans with Disabilities Act);
- Provision of safety and educational activities for pedestrian and bicyclists;
- Acquisition of scenic easements and scenic or historical sites (including the provision of tourist and welcome center facilities);
- Landscaping and other scenic beautification;
- Historic preservation;
- Rehabilitation and operation of historic transportation buildings, structures, or facilities (including historic railroad facilities and canals);
- Preservation of abandoned railroad corridors (including the conversion and use of pedestrian or bicycle trails);
- Control and removal of outdoor advertising;
- Archaeological planning and research;
- Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity, and
- Establishment of transportation museums.

MAG REGIONAL FUNDING ALLOCATIONS AND PROJECTIONS

The distribution of regional revenues takes into account Federal and State restrictions on how individual funding sources may be applied to specific program areas. The Regional Transportation Plan (RTP) allocated the available regional funds to the different multi-modal categories. **Table 1** displays the allocation of regional revenues in terms of percentages applied to each program area by funding source.

TABLE 1 PERCENTAGE DISTRIBUTION OF REGIONAL REVENUES: FY 2010-2015 (Percentage of Funding Source Total)								
Life Cycle Program	Modes	1/2 Cent	ADOT Funds	FTA (5307)	FTA (5309)	MAG-STP	CMAQ	Total Regional Funding
FLCP	Freeway	56.2%	100.0%			20.4%	19.1%	58.8%
ALCP	Arterial & ITS	10.5%				79.6%	13.4%	9.6%
TLCP	Bus Transit	18.9%		100.0%	17.0%		3.0%	17.0%
	Light Rail Transit	14.4%			83.0%		32.9%	13.4%
	Bicycle/Ped.						17.0%	0.7%
	Air Quality						14.6%	0.6%
	Total	100%	100%	100%	100%	100%	100%	100%

These funding allocations are critical to the Transportation Programming Process as they determine the amount of funding designated per modal program/category. In addition, each modal program/category has different programming requirements, deadlines, and processes which are explained in **Section 5**.

The STP-MAG funds are committed to the ALCP and the RTPFP. The other major category of MAG federal fund program comprises funds from the Congestion Mitigation and Air

Quality Improvement Program (CMAQ). These funds are split between six major categories. Freeways will receive approximately 19 percent (for high occupancy vehicle lane expansion and freeway management system projects). The arterial street program will receive 13.4 percent of the funds, primarily for regional intelligent transportation system (ITS) solutions. The extension of the light rail transit system is scheduled to receive the largest share of CMAQ funds, almost 33 percent and bus transit receives 3 percent. Bicycle and pedestrian projects are targeted to receive 17 percent and the remaining funds, 14.6 percent, are allocated for air quality projects.

MAG Federal Fund Projections

The annual appropriated Federal funds that are sub-allocated to the MAG region are Highway Surface Transportation Program (STP-MAG), Congestion Mitigation and Air Quality (CMAQ), Transit 5307 – Urbanized Area Formula Program, and 5309 – Rail and Fixed Guideway Modernization.

These revenue sources are discussed below and summarized in **Table 2 and Table 3**. It is projected that a total of \$1.06 billion (YOE \$'s) will be available from these federal sources for the implementation of projects in the MAG Region between FY 2011 and FY 2015.

Table 2 lists the projected apportionments for Federal Transit 5307 and 5309 – Fixed Rail & Guideway Modernization and 5309 – Discretionary. Each Year in the FY 2011-2015 MAG TIP has been programmed with projects to meet the anticipated funds. The region will need to adjust programmed projects depending on actual allocations of fund to develop the FY2011 Program of Projects. Please see **Section 5** for more information.

Fiscal Year	Transit			Total
	5307	5309-FGM	5309-Disc.	
2011	50.6	4.0	33.7	88.3
2012	53.1	4.4	37.6	95.1
2013	55.2	4.9	54.6	114.7
2014	57.4	5.3	45.2	107.9
2015	58.6	5.9	53.8	118.3
Totals	274.9	24.5	224.9	524.3

Table 3 lists the projected obligation authority (OA) estimates of MAG CMAQ and STP for the FY2011-2015 MAG TIP. The projections are based on SAFETEA-LU funding apportionments. However, as the legislation has expired, the expected availability of federal funds for the 2011-2015 TIP are based on straight-line extrapolations. The MAG-STP is programmed through the Arterial Life Cycle Program (ALCP) and the Freeway Life Cycle Program. The programs have fully programmed projects in the FY 2011-2015 MAG TIP for the available funds.

Competitive CMAQ Program

The CMAQ funds are distributed based on the percent allocations as noted in **Table 1**. CMAQ Funds that are available to be programmed during FY 2011 are for PM-10 Certified Street Sweepers in 2011 and Pave Unpaved Road projects in 2014 under the Air Quality (AQ) category. All other modes are programmed through 2014. The distributions shown in **Table 3** are based off of the percent allocations in **Table 1**. Please refer to these specific modal categories in **Section 5** for more information and **Section 6** for programming processes.

Table 3									
MAG FEDERAL TRANSPORTATION FUNDS: FY 2011-2015									
(Year of Expenditure Dollars in Millions)									
	MAG STP			MAG CMAQ					
Fiscal Year	Fwy/Hwy	Arterial	Total	Fwy/Hwy	Arterial	Transit	Bk/Ped	AQ	Total
2011	34.1	20.0	54.1	9.3	6.6	17.6	8.3	7.2	49.0
2012	34.1	20.8	54.9	9.5	6.7	17.8	8.5	7.3	49.8
2013	34.1	21.7	55.8	9.7	6.8	18.1	8.6	7.4	50.6
2014	34.1	22.6	56.7	9.8	6.9	18.4	8.7	7.5	51.3
2015	34.1	24.9	59.0	10.4	7.3	19.5	9.2	7.9	54.3
Totals	170.5	110.0	314.8	48.7	34.3	91.4	43.3	37.3	255.0

*Obligation Authority is estimated at 90.6%

TRANSPORTATION PROJECT CATEGORIES AND CONTACTS



This section of the programming handbook contains detailed information that is organized by the type of transportation project/program. Each area will also include contact information, programming tools, and deadlines.

Freeways



INFORMATION

MAG cooperatively develops the Regional Transportation Plan Freeway Program (RTPFP) with ADOT. With the shortfall of revenues that the region has experienced in regional, state and local funds, MAG will work heavily with through the committee process for policy programming priorities. These decisions help guide the development of the RTPFP Life Cycle and the Five-Year MAG Regional Highway Construction Program. MAG collects information from ADOT to program the TIP and the RTP from these two sources. Biannual Life Cycle Certification Reports are produced at the end of January and July of each year. The Five-Year Construction Program is usually approved each June by the State Transportation Board. Once these are approved, they are incorporated into the TIP during the normal update schedule.



SCHEDULE

Regional Freeway Program - Fiscal Year 2011	
2011	
January - February	Life Cycle Certification of the Regional Transp. Plan Freeway Program Report Completed
June	AZ State Transportation Board approves Five Year Transportation Construction Program
July - August	Life Cycle Certification of the Regional Transp. Plan Freeway Program Report Completed

For member agencies or private developer's who have questions about freeway projects, please contact:



CONTACT

Arizona Department of Transportation

Intermodal Transportation Division – Regional Freeway System
Kwisung Kang, Transportation Engineer II
206 S. 17th Avenue, Phoenix, AZ 85007
p. 602.712.7391, f. 602.712.8001

e-mail: kkang@azdot.gov

<http://www.azdot.gov/Highways/RFS/index.asp>



RESOURCES

Life Cycle Certification: <http://www.azdot.gov/Highways/RFS/Certifications.asp>

Transit



INFORMATION

Through the MAG Committee process starting at the MAG Transit Committee, MAG programs transit projects to be funded with federal funds while working cooperatively with MAG member agencies, the designated grant recipient (City of Phoenix), and the transit operators in the region: City of Phoenix, Regional Public Transportation Authority (RPTA), Valley Metro Rail (METRO), City of Surprise, City of Glendale, City of Tempe, City of Scottsdale, and the City of Peoria.



Fiscal year (FY) 2010 was a transition year for transit programming. In the past, this effort was led by RTPA, and last year, it shifted to MAG. FY 2011 will continue to be a transition year for transit programming in the MAG region focusing on:

- Developing regional transit programming guidelines for federal funds
- Integrating TLCPC material changes through the MAG Committee process
- Information gathering on operations, maintenance, and ADA budgets
- Additional regional transit policies
- Finalizing the FY 2011 Transit Program of Projects
- Submitting federal grants to Federal Transit Administration (FTA)
- Updating transit project development status as needed

Please refer to the schedule below that outlines the course of action for the above mentioned focus areas.

Transit Program of Projects

What is the Transit Program of Projects? The Transit Program of Projects is a list of transit projects for a fiscal year, in this case FY 2011 that is reconciled with the actual Federal apportionments and allocations that are approved by Congress. The schedule of when MAG moves forward with the FY 2011 Transit Program of Projects is dependent on Congressional action, but in general, Congress usually approves the apportionments and allocations in the Spring, and then the reconciliation of funds can begin. The 2011-2015 MAG TIP has programmed projects with federal 5307, 5309, CMAQ-Flex funds, and STP-Flex funds in each of the five years to meet projected federal apportionments. Once apportionments are approved by Congress and made available to the public by FTA, MAG will then move forward to reconciling the projects programmed in 2011 with the available funds. The schedule is outlined below; please note that months may vary depending on when Congress apportions the federal funds.





Transit Projects - Fiscal Year 2011	
2010	
August	12th: MAG Transit Committee: Initial discussion on transit programming for FY 2011
	TRC - State of Transit in the Region presentation and discussions
September	Transit Operator Working Group meeting
	MC, TPC, and RC - State of Transit in the Region presentation and discussions
October	14th: MAG Transit Committee: Report on Operation, Maintenance, and ADA Budgets and suggestions to preventative maintenance modifications to the 2011-2015 MAG TIP
	TRC - Regional Transit programming guidelines for federal funds
November	9th: MAG Transit Committee - Draft recommendations to modify preventative maintenance projects in the FY 2011-2015 MAG TIP
	MC, TPC - Regional Transit programming guidelines for federal funds
December	RC - Regional Transit programming guidelines for federal funds
2011	
March	MAG Transit Committee - Develop Draft FY2011 Transit Program of Projects
	TRC - Draft FY2011 Transit Program of Projects
April	MC, TPC, RC - Draft FY2011 Transit Program of Projects

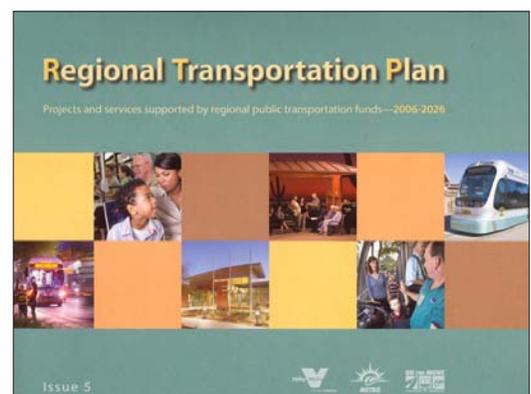


MAG – Transportation Division

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Regional Transportation Plan Transit Brochure



Transit – 5310: Transportation for Elderly Person and Persons with Disabilities, 5316: Job Access and Reverse Commute (JARC) Program, 5317: New Freedom Program



INFORMATION

These three federal programs are programmed in the MAG Region on an annual basis through a competitive application process. 5310, 5316, & 5317 - Applications are available at: <http://www.mag.maricopa.gov/itemresources.cms?item=92>, <http://www.ci.phoenix.az.us/GRANTS/grants.html> - (5316 & 5317 only), and http://mpd.azdot.gov/mpd/Community_Grant_Services/ProgGuide.asp, - (5310 only).

5310 – Transportation for Elderly & Persons w/ Disabilities

These funds are currently programmed annually through the Arizona Department of Transportation (ADOT) with a regional coordination effort lead by MAG and the MAG Elderly & Persons with Disabilities Transportation Committee. This committee consists of representatives from MAG member agencies and regional transportation agencies. The committee develops recommendations for ADOT regarding the prioritization of applicants to receive FTA Section 5310 capital assistance awards in the form of vehicles and related equipment to transport elderly individuals and persons with disabilities.

Please see the schedule on the following page and contact DeDe Gaisthea with any questions.

5316 - JARC & 5317 – New Freedom

These funds are currently programmed annually through the City of Phoenix Public Transit Department with a regional coordination effort in collaboration with MAG, the Human Services Coordination Transportation Plan. The City of Phoenix has put together a Program Management Plan that outlines the Program Goals & Objectives, Roles and Responsibilities, Eligibility, Funding Requirements, Project Selection Process, Program Management and Monitoring, Fiscal Management, and Project Selection Criteria

Please see the schedule on the following page and contact Wendy Miller for the Program Management Plan and for any questions.



SCHEDULE

5310 - Transportation for Elderly Person and Persons with Disabilities	
2011	
January	Public notice of funding available is submitted for publication
February	Proposal Assistance Workshop - MAG Office
March	Application Due (usually 6-8 weeks after workshop)
	EPDT-Application Training - MAG Office
	Public notice of applicants is submitted for publication
	Initial Scores & Question to MAG
	Applicant Presentations and EPDT-Priority listing
April	Management Committee
	Draft priority listing to ADOT
	Regional Council
	Final Priority Listing to ADOT
May	ADOT develops a statewide list
June	ADOT to submit application to FTA
July - August	FTA evaluation and award
September	Award Notification
5316 - JARC & 5317 - New Freedom	
2011	
January	Applications and Support Material available to applicants - Week of January 25th
February	Proposal Assistance Workshop
March	Applications Due
	Published List of applicants for public comment
	Regional Selection Committee received applications, public comment and instructions for evaluation and ranking process
April	Applicant Interviews with Regional Selection Committee
	Regional Selection Committee provides final funding recommendations to City of Phoenix Public Transit Department
May	Phoenix Public Transit Department notification to applicants re: project selection
June	Appeal Deadline
	MAG TIP Amendment
July - October	FTA Application process



CONTACT

5310

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302 N. 1st Avenue, Suite 300
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e-mail: dgaisthea@mag.maricopa.gov

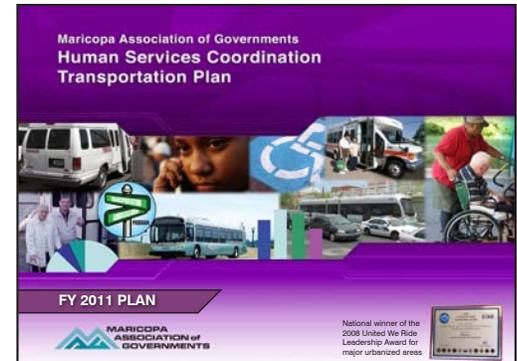
5316 & 5317

Wendy Miller – Competitive Grants Liason
City of Phoenix – Public Transit Department
302 N. 1st Avenue, Suite 900
Phoenix, AZ 85003
p. 602.495.7207
f. 602.256.3277
e-mail: wendy.miller@phoenix.gov



RESOURCES

Elderly & Persons w/ Disabilities Transportation Committee website:
<http://www.mag.maricopa.gov/committee.cms?item=92>



Arterials

The arterial projects that are reported in the 2011-2015 TIP and RTP are programmed from two sources: (1) the Arterial Life Cycle Program (ALCP) and (2) member agency's local sponsored projects. Member agencies transmit project information through the TIP Data Entry System. For more information about the ALCP, please see below.



If there are changes to arterial projects listed in the FY 2011-2015 TIP, please go through the Project Change process, outlined in **Section 2**, to make modifications.

MAG – Transportation Division

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MAG TIP FY2008-2012 MAG TIP Data Entry System

Arterial Life Cycle Program

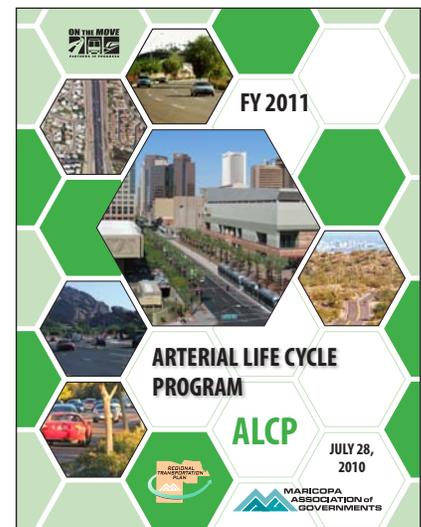


INFORMATION

In 2004, MAG initiated development of the Arterial Life Cycle Program (ALCP) to provide management and oversight for the arterial projects contained in the Regional Transportation Plan (RTP). The ALCP is a key safeguard of Proposition 400 and represents almost \$1.8 billion of investment over a 20 year period.

The Arterial Life Cycle Program (ALCP) provides information for each project spanning the 20-year life cycle, including location, regional funding, year of work, type of work, status of project and the lead agency. The ALCP is updated on an annual basis each fiscal year (FY). However, updates may occur quarterly, as needed.

All project information is due to MAG by January 11, 2010. MAG Staff will assist Lead Agencies with the update process, including the appropriate schedule to follow for projects programmed in the ALCP. The ALCP project information is detailed in an excel workbook by each Lead Agency, which allows for members to update project status, work phases, and schedules. The instructions and workbook are available at the ALCP webpage: <http://www.mag.maricopa.gov/project.cms?item=5034>.





SCHEDULE

Arterial Life Cycle Program - Fiscal Year 2011	
2010	
September	<p>DUE DATE: Please submit Project Change requests to MAG by September 13, 2010</p> <p>23rd: Transportation Review Committee (TRC) review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*</p>
October	Managers, Transportation Policy Committee (TPC), and Regional Council (RC) review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*
November	<p>DUE DATE: Please submit Project Change requests to MAG by November 29, 2010</p> <p>FY 2011 ALCP Update System available to Lead Agencies</p>
December	9th: TRC review/recommend/approve Project changes to amend/administratively modify the current TIP, RTP, and ALCP*
2011	
January	<p>7th: DUE DATE: Lead Agencies submit FY 2012 ALCP Project Update Data</p> <p>Street Committee: 1st opportunity for Lead Agencies to present on proposed scope changes and substitute projects for inclusion in the FY 2011 ALCP</p> <p>MC, TPC, and RC review/recommend/approve project changes to amend/administratively modify the current TIP/RTP/ALCP*</p> <p>31st: MAG Staff will provide Member Agencies with the first draft of the FY 2011 ALCP</p>
February	18th: DUE DATE: Lead Agencies comments/revisions on the Draft FY 2012 ALCP due to MAG Staff
March	<p>Street Committee: Lead Agencies to present on proposed scope changes and substitute projects for inclusion in the FY 2012 ALCP</p> <p>14th: DUE DATE: Lead Agencies to submit FY 2012 ALCP Project Update Data</p> <p>18th: DUE DATE: Final date to make project schedule changes for the Draft FY 2012 ALCP</p> <p>29th: MAG Staff will provide Member Agencies with a revised draft of the FY 2011 ALCP*</p>
April	<p>1st: DUE DATE: Lead Agencies to notify MAG Staff of project eligibility for FY 2011 RARF Closeout</p> <p>13th: DUE DATE: Final opportunity for Lead Agencies to present proposed project changes to the MAG Street Committee for inclusion in the FY2011 ALCP*</p> <p>15th: MAG Staff will determine the availability of RARF Closeout Funds and Eligible Projects</p> <p>TRC review/recommend ALCP projects for RARF Closeout Funds</p>

2011 (continued)	
May	Managers, TPC and RC review/recommend/approve ALCP projects for RARF Closeout Funds
	TRC review/recommend/approve Draft FY2012 ALCP
	31st: DUE DATE: Projects funded with FY 2011 RARF Closeout submit final versions of all ALCP Project Requirements
June	1st: DUE DATE & TIME: Lead Agencies submit Project Reimbursement Requests for FY 2011 funding by 5:00 p.m. Late Project Reimbursement Requests will not be accepted.
	9th: DUE DATE & TIME: Lead Agencies to submit final Project Reimbursement Requests for FY 2011 funding to be accepted as complete by MAG Staff by 5:00 p.m. Late final Project Reimbursement Requests will not be accepted.
	Managers, TPC and RC review/recommend/approve FY2012 ALCP



CONTACT

MAG – Transportation Division

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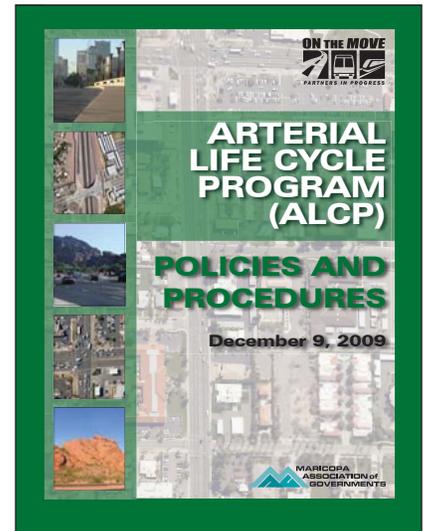
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RESOURCES

ALCP Policies & Procedures

FY11 ALCP



Bicycle and Pedestrian



INFORMATION

The bicycle and pedestrian projects that will be listed in the 2011-2015 TIP are programmed from the MAG Federal Fund Program.

The Regional Transportation Plan dedicates 17% of MAG CMAQ funding for bicycle and pedestrian project costs at a maximum 70% federal funding rate with a 30% local contribution. There is an established competitive project selection process to program projects with CMAQ funds that is explained in **Section 6**.



The approved FY 2011-2015 MAG TIP identifies bicycle and pedestrian projects to be funded with CMAQ and local funds in 2011 – 2014, while 2015 is programmed with CMAQ funds dedicated to the Bicycle and Pedestrian Program. There will not be a competitive project selection process for Bicycle and Pedestrian Projects in FY2011. The next competitive application and programming process for Bicycle and Pedestrian projects will be in FY2012, which begins in August 2011.



SCHEDULE

The Bicycle and Pedestrian Committee meets the third Tuesday of each month at 1:30 p.m. Please contact Maureen DeCindis with questions.



CONTACT

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<http://www.mag.maricopa.gov/committee.cms?item=79>

Intelligent Transportation Systems (ITS)



INFORMATION

The ITS projects that will be listed in the 2011-2015 TIP are programmed from the MAG Federal Fund Program.

MAG ITS Projects include: (i) Freeway ITS projects, and (ii) Arterial ITS projects. Funds for all Freeway ITS projects, through FY 2026, have been identified in the Regional Transportation Plan. These projects will support the expansion of the Freeway Management System.

The approved FY 2011-2015 MAG TIP identifies ITS projects to be funded with CMAQ and local funds in 2011-2014, while 2015 is programmed with CMAQ funds dedicated to the ITS Program. There will not be a competitive project selection process for ITS Projects in FY2011. The next competitive application and programming process for ITS projects will be in FY2012, which begins in August 2011.

The Intelligent Transportation Systems (ITS) Committee meets the first Wednesday of each month at 10:00 a.m. Please contact Sarath Joshua with questions.

MAG – Transportation Division

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SCHEDULE



CONTACT



PM-10 Certified Street Sweeper and Pave Unpaved Road



The Maricopa County nonattainment area is classified as a Serious Area for PM-10 particulate pollution. PM-10 Certified Street Sweeper and Pave Unpaved Road projects support PM-10 measures in the regional air quality plans to reduce particulate emissions.



The FY 2011-2015 TIP provides funding for PM-10 Certified Street Sweeper and for Pave Unpaved Road projects. MAG is soliciting PM-10 Certified Street Sweeper Projects in the Maricopa County PM-10 Nonattainment Area from member agencies for federal fiscal year (FFY) 2011 Congestion Mitigation and Air Quality Improvement (CMAQ) funding. A minimum local cash match of 5.7 percent on the CMAQ eligible portion of the project is required. Following MAG Regional Council authorization of funding for the prioritized list of proposed PM-10 Certified Street Sweepers, MAG will send a letter to the agencies receiving CMAQ funds as notification to proceed. **It is important to note that the Federal Highway Administration (FHWA) has advised MAG that the procurement of CMAQ funded street sweepers should proceed after funding has been authorized by the MAG Regional Council.**

In addition, the Maricopa Association of Governments is soliciting PM-10 Paving Unpaved Roads Projects for FY 2014 federal CMAQ funding from member agencies in the Maricopa County PM-10 Nonattainment Area. Paving shoulders and alleys are also CMAQ eligible. A minimum local cash match of 5.7 percent on the CMAQ eligible portion of the project is required.

To apply for project funding, an application must be completed. Applications will be available on August 6, 2010. The relevant schedule and due dates are listed below and also listed in Section 6. The MAG Air Quality Technical Advisory Committee makes recommendations on a prioritized list of sweeper projects to the MAG Management Committee and forwards a ranking of the paving projects to the MAG Transportation Review Committee.

In accordance with federal CMAQ guidance, MAG staff completes an evaluation of the project's expected emission reduction benefits for consideration by the Air Quality Technical Advisory Committee (AQTAC). The AQTAC may use cost-effectiveness, also referred to as the CMAQ Score, in ranking proposed sweeper and paving projects for CMAQ funding. Cost-effectiveness is based on the annualized CMAQ dollars requested for the project per metric ton of PM-10 reduced. The AQTAC has also considered other criteria for ranking projects including PM-10 emission reductions and proximity to PM-10 monitors.





SCHEDULE

PM-10 Certified Street Sweepers and Pave Unpaved Road Projects - Competitive Federal Fund Programming Process	
2010	
August	6th: Federal Fund Project Applications available for Paving Unpaved Road Projects - FY2014, PM-10 Certified Street Sweepers - FY2011
	17th: Workshop on Paving and Street Sweeper Applications, 11:00 a.m. - 12:00/noon - Saguaro Room, 2nd Floor MAG
	27th: 9:30 a.m. - 12:00/noon, MAG Cholla Room, Open Working Group - Federal Fund Project Applications
September	8th: 8:30 - 11:00 p.m., MAG Ocotillo Room, Open Working Group - Federal Fund Project Applications
	Thursday 16th: 12:00 p.m./noon - Due Date and Time, signed Project Applications due to MAG. Late Applications will not be accepted.
October	12th: Street Committee reviews and Lead Agencies present project applications for Paving Unpaved Road Projects - FY2014, and PM-10 Certified Street Sweepers - FY2011
November	16th: Street Committee - second review of project applications for Paving Unpaved Road Projects - FY2014, and PM-10 Certified Street Sweepers - FY2011
	30th: AQTAC review and recommends CMAQ evaluations for Paving Unpaved Road Projects - FY2014, PM-10 Certified Street Sweepers - FY2011
December	9th: TRC review/recommend/approve funding for Paving Unpaved Road Projects - FY2014
2011	
January	12th: Managers review/recommend/approve Paving Unpaved Road Projects - FY2014, PM-10 Certified Street Sweepers - FY2011
	19th: TPC review/recommend/approve Paving Unpaved Road Projects - FY2014
	26th: RC review/recommend/approve Paving Unpaved Road Projects - FY2014, PM-10 Certified Street Sweepers - FY2011



CONTACT

MAG – Environmental Programs Division

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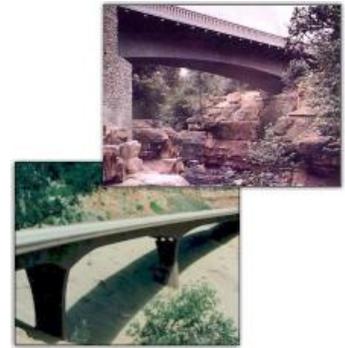
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Federal Fund Bridge Replacement and Rehabilitation Program



INFORMATION

The Federal Fund Bridge Replacement and Rehabilitation Program provides funds (BR) to assist the States to replace or rehabilitate deficient highway bridges located on any public road. To be eligible for this funding, a bridge must be over a waterway, other topographical barriers, other highways or railroads, and the bridge must be significantly important and unsafe because of structural deficiencies, physical deterioration or functional obsolescence. In general, bridges in the MAG region are in excellent shape compared with other regions and, especially compared to other States.

ADOT is the lead agency for the development and implementation of a Bridge Management System (BMS). The BMS that has been developed includes a computer database of bridge information, a software system for providing the analytical capabilities suggested by federal regulations and an on-going process for inspecting and collecting information on bridges throughout Arizona. In the MAG area, ADOT, the City of Phoenix and Maricopa County are involved in the inspection of bridges and the collection of bridge data.

Based on the information in the BMS, bridges are assigned a sufficiency rating. This rating takes into account: structural adequacy and safety, serviceability and functional obsolescence, and importance for public use. To qualify for funds, a bridge must be included in the ADOT Statewide Inventory of Bridges and be inspected on a regular interval either by ADOT or the local jurisdiction. Bridges with a sufficiency rating below 50 and structurally deficient or functionally obsolete are considered for replacement funds. Bridges with a sufficiency rating between 50 and 80 are eligible for rehabilitation funds. Replacement of bridges rated greater than 50 may be eligible if rehabilitation alternatives are not feasible and/or rehabilitation would not remove all the deficiencies. This federal funding is available to all MAG member agencies that have bridges listed in **Appendix C**, and is administered by ADOT.

Appendix C lists bridges that are classified as either structurally deficient or functionally obsolete and that have a sufficiency rating below 80.

The federal match for this program is 94.3% and the ADOT bridge program averages around \$4 million per year statewide. The funds are available on a first-come, first-serve basis. ADOT has set a \$500,000 federal funding cap on local sponsored projects.



CONTACT

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Highway Safety Improvement Program



INFORMATION

The Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) established the Highway Safety Improvement Program (HSIP) as a core Federal-aid program. The purpose of HSIP is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements. ADOT is responsible for administering the state program with oversight from FHWA. ADOT's Highway Safety Section is responsible for the development of guidelines related to process and project eligibility. Twenty (20) percent of federal HSIP funds the state receives each year is sub-allocated to be programmed by the MPOs and COGs in the state, for safety improvement projects. A further 10 percent of HSIP is being directed by ADOT to safety improvement emphasis areas identified in the state's Strategic Highway Safety Plan. The balance 70 percent of HSIP will be available for safety improvements on all public roads in the state. The procedures for applying this portion of the federal HSIP funds for safety improvements are expected to be developed by ADOT in starting Fall 2010. It is anticipated that these new ADOT HSIP procedures will be applicable mainly for larger safety improvement projects in FY 2014 and beyond.

For the interim years, FY 2011-2013, safety improvement projects proposed for crash sites that are also identified in the state's annual report to FHWA on the highest five percent high crash locations in Arizona will receive priority consideration by ADOT. MAG has issued a call for potential safety projects that: (1) would meet qualifying criteria stipulated in the ADOT HSIP Manual; (2) can be obligated by the deadlines for FY 2011, 2012 and 2013. The resulting list of safety improvement projects will be forwarded to ADOT as a formal recommendation from MAG. Projects that are approved by ADOT for HSIP funds will be added to the MAG TIP.

The annual HSIP sub-allocation to the MAG region, starting in FY 2010, is \$1,000,000. The FY 2010 MAG HSIP funds were all programmed based on a call for projects and a recommendation from the MAG Transportation Safety Committee. For FY 2011, ADOT has announced the deadline for HSIP project submissions as May 1, 2011. Due to the short time available for project development, the MAG Transportation Safety Committee has recommended a process for FY 2011 that, upon MAG approval, would guide the FY 2011 project programming process. This would consist of two categories of safety projects:

Systematic Safety Improvement Projects

Roadway Safety Assessment (RSA's) and development of Design Concept Reports(DCR's) at priority intersections identified through the network screening methodology, adopted by the Transportation Safety Committee

For FY 2011, the Transportation Safety Committee has recommended that \$800,000 be made available for systematic safety improvements, and \$400,000 be made available to support RSA's and DCRs at the highest crash sites in the MAG region. This includes an additional \$200,000 from the MAG Work Program.

It is anticipated that the programming process for FY 2011 MAG HSIP funds will commence in October 2010.



CONTACT

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MAG - Transportation Division

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Railroad Crossings



INFORMATION

A share of STP, STP-RR is also set aside for address railroad crossing safety problems. The federal match is usually 94.3 percent. These funds are also administered by ADOT; there is a \$500,000 federal funding cap on local sponsored projects.



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Safe Routes to School



INFORMATION

The Safe Routes to Schools Program is a Federal-Aid program of the U.S. Department of Transportation's Federal Highway Administration (FHWA). The Program was created by Section 1404 of the Safe, Accountable, Flexible, And Efficient Transportation Equity Act: A Legacy for Users Act (SAFETEA-LU). The SRTS Program is to be administered by Arizona Department of Transportation (ADOT).

The Program provides funds to the State to substantially improve the ability of primary and middle school students to walk and bicycle to school safely. The purposes of the program are:

1. to enable and encourage children, including those with disabilities, to walk and bicycle to school;
2. to make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and
3. to facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity (approximately 2 miles) of primary and middle schools (Grades K-8).

Approximately \$4 million in federal Safe Routes to School funding will be available for the next cycle of SRTS grants statewide. Each year, in late September, ADOT announces a call for SRTS project applications in several different categories. Project applications are due to ADOT on or before Noon on December 31st. Copies of project applications from entities in the MAG region are also due to MAG by the same deadline.



SCHEDULE

The project categories and amount of funds available as listed in the current cycle of SRTS grants are:

1. **Materials and Regional Support** – total available \$50,000; maximum grant - \$30,000
2. **Infrastructure Projects** – total \$ available TBD by ADOT; maximum grant request - \$300,000
3. **Non-Infrastructure Projects** – total \$ available TBD by ADOT; maximum grant request \$ 45,000
4. **Planning Assistance Program** – ADOT provides consultant assistance for small or resource-poor elementary, middle schools, school districts or non-profit organizations and communities

All SRTS grants are provided on a cost reimbursement basis. Unlike most Federal funded projects, the projects that receive Federal SRTS funds do not require a local match requirement.

The MAG Transportation Safety Committee reviews and ranks all the SRTS project applications are submitted to ADOT from the MAG Region. The ranked list of SRTS projects is

recommended by MAG to ADOT. The MAG project ranking is considered by the Arizona Safe Routes to School Advisory Committee in their review of statewide SRTS applications. The Advisory Committee recommends a list of projects to the State Transportation Board and the list of funded projects is announced in April.



CONTACT

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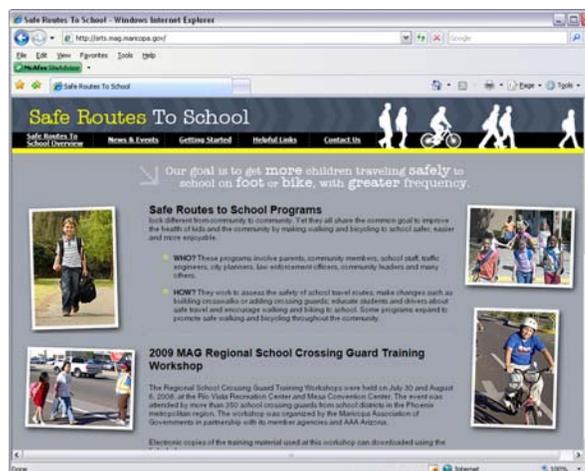
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<http://srts.mag.maricopa.gov>
<http://mpd.azdot.gov/MPD/srts/>
<http://www.saferoutesinfo.org>



RESOURCES



Transportation Enhancements

This funding source comes from a set-aside of the STP, STP-TEA funds apportioned to each State. Transportation enhancements are transportation-related activities that are designed to strengthen the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system. Eligible activities include:



- Provision of facilities for pedestrians and bicycles (off-road or on-road facilities, including modification of existing public sidewalks to comply with the requirements of the Americans with Disabilities Act);
- Provision of safety and educational activities for pedestrian and bicyclists;
- Acquisition of scenic easements and scenic or historical sites (including the provision of tourist and welcome center facilities);
- Landscaping and other scenic beautification;
- Historic preservation;
- Rehabilitation and operation of historic transportation buildings, structures, or facilities (including historic railroad facilities and canals);
- Preservation of abandoned railroad corridors (including the conversion and use of pedestrian or bicycle trails);
- Control and removal of outdoor advertising;
- Archaeological planning and research;
- Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity, and
- Establishment of transportation museums.

Approximately half of the available funds are used statewide for projects on the state highway system and the remaining funds are made available for eligible projects submitted by local governments statewide. The federal participation is capped at 94.3 percent, with a minimum local cash match requirement of 5.7%. The ADOT Transportation Enhancement Review Committee (TERC) has established a cap of \$500,000 for federal funded local sponsored projects.

For local agency sponsored projects, MAG coordinates and ranks submitted projects and submits a prioritized list to the ADOT Transportation Enhancement Review Committee (TERC). Local agencies may also contact the ADOT Phoenix Construction District Engineer regarding enhancement funding for projects on the state highway system.

Each year, MAG requests projects and hosts an information workshop in early spring. Applications are reviewed and ranked by the MAG Enhancement Funds Peer Review Group (EPRG) before June. The EPRG list is reviewed by the MAG Management Committee and the MAG Regional Council in July. Final applications are submitted to ADOT in August and ranked by the TERC in October. The TERC list is submitted to the State Transportation Board in November for final action.

Transportation Enhancements - Fiscal Year 2011	
2010 (Round 18)	
August	29th: Applications due to the Arizona Dept. of Transportation (ADOT) for review and evaluation by the Transportation Enhancement Review Committee. Submitted to ADOT by MAG Staff.
October	3-day TERC meeting in Tucson
November	Tentative Approval of TERC recommendations by the State Transportation Board

*Member agencies will be notified of any modifications to schedule

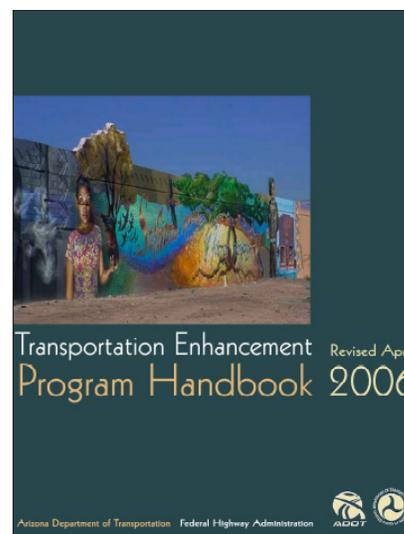
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Transportation Enhancement Program Handbook

<http://grandcanyonairport.net/highways/SWProjMgmt/enhancement/index.asp>

Transportation Program Guidebook: Supplemental Information for Projects in the MAG Region



MAG FEDERAL FUND PROGRAM



The MAG Federal Fund Program consists of both highway and transit projects programmed with federal funds in the MAG region. As noted in earlier sections of this guidebook, the STP funds are programmed through the Freeway and Arterial Life Cycle Programs. For the most part, 5307 and 5309 federal funds for transit projects in the MAG region are programmed through the Transit Life Cycle Program (TLCP). In the event that there are not enough projects in the TLCP to meet the revenue projections of 5307 and 5309 funds, transit funds are then programmed through the Transit Project Prioritization Process. Please see the Transit Project Prioritization Process section below for further details. During FY 2011, MAG will begin policy and evaluation criteria discussion on programming transit project with federal funds. Please see **Section 5** under Transit for more information. For CMAQ funds that need to be programmed in outer years of the TIP, MAG relies on a competitive project selection process that is explained in detail below.



Transit Project Prioritization Process

The current regional transit capital project prioritization guidelines were established in 1994 by RPTA as shown below.

- 1. Provide Services and Improvements Required by Law.**
 - 1.1 Purchase dial-a-ride fleet for service expansion required by ADA
 - 1.2 Upgrade facilities to comply with environmental laws.
- 2. Provide Replacement Equipment and Facilities for Existing Service.**
 - 2.1 Purchase replacement revenue fleet or parts.
 - 2.2 Provide essential service support.
 - 2.3 Maintain existing operating and passenger facilities.
 - 2.4 Purchase revenue fleet to replace contractor owned vehicles.
 - 2.5 Capitalize cost of contracting for existing service.
 - 2.6 Support service costs.
- 3. Expand Service.**
 - 3.1 Purchase revenue fleet for regional service expansion.
 - 3.2 Purchase revenue fleet for local service expansion.
 - 3.3 Provide essential service support
 - 3.4 Construct regional park-and-rides.



4. Passenger Enhancements

- 4.1 Provide bus stop improvements.
- 4.2 Construct transit centers.

5. Other Desired Support Services.

- 5.1 Capitalize cost of contracting for service expansion.
- 5.2 Other support purchases.

Competitive Project Selection Process for MAG CMAQ Funds

**INFORMATION**

The Regional Transportation Plan allocates the available regional highway federal funds to different multi-modal categories as shown in Table 1. The CMAQ funds targeted for bike/pedestrian, air quality, and the arterial ITS program in the ALCP have not been allocated to specific projects. To select arterial ITS, Bicycle and Pedestrian, and Air Quality Projects to receive CMAQ funds, a competitive application and selection process is established. In a typical TIP programming cycle, CMAQ funds available for arterial ITS, and Bicycle and Pedestrian projects are programmed at a maximum 70% federal funding rate. The local jurisdictions must provide at least 30% of the project cost. For PM-10 Certified Street Sweepers and Pave Unpaved Road projects, the maximum federal share is 94.3% and a minimum local match at 5.7% is required.

The FY 2011-2015 MAG TIP and future Transportation Improvement Programs program specific CMAQ funded projects in the first four years of the TIP and the fifth year will be programmed with CMAQ funds dedicated to the ITS Program, Bicycle and Pedestrian Program, Air Quality Program, and Transit Programs.

The 2011-2015 MAG Federal Fund Program has CMAQ funds available to be competitively programmed for:

- PM-10 Certified Street sweepers in 2011 - \$900,000 of CMAQ funds available
- Pave Unpaved Road projects in 2014 - \$4,898,000 of CMAQ funds available

In FY2011, the MAG Committee Process will rely on the Draft MAG Federal Fund Programming Principles to guide the application and programming process for PM-10 Certified Street Sweepers and Pave Unpaved Road projects.

The Draft Principles were derived from the established Closeout Guidelines and Process, which were approved by the MAG Regional Council in 1995, 1996, and 2001. The Closeout process and guidelines have been sufficient for a number of years, but needed to be updated and expanded to encompass the entire federal fund programming cycle, which occurs throughout the year. The Draft Principles were developed to establish a set of transparent programming principles, clarify the application and programming process, ensure consistency with the SAFETEA-LU and CMAQ Federal Regulations, comply with the RTP directives, and encourage on-time project completion.

The Draft Principles are applicable to federal funded projects that are competitively selected and programmed through the MAG Process. The Draft Principles are divided into eight sections:

1. Guiding Principles
2. Application Process
3. Competitive Project Selection Process for MAG Federal Funds
4. Programmed Federal Fund Projects
5. Closeout Process
6. Closeout Process – Deferrals
7. Closeout Process – Prioritization of Unobligated Federal Funds
8. Re-distributed Obligation Authority



The Draft MAG Federal Fund Programming Principles can be found in **Appendix D**. All documents listed in the Appendix can be found online at: <http://www.mag.maricopa.gov/project.cms?item=413>.

Applications

Each type of project has a unique application and a competitive selection process that began in August 2010. These processes require member agencies to submit appropriate applications to MAG to be analyzed and considered for inclusion in the MAG Federal fund program.

Applications became available on August 6, 2010 and were posted on our website at: <http://www.mag.maricopa.gov/project.cms?item=413>. There was notification sent to the appropriate technical advisory committees, the Transportation Review Committee, MAG Management, and Intergovernmental Representatives when the applications were available. In addition, MAG will host a pre-application workshop/meeting that explained available funding amounts, applications, schedules, and due dates for the competitive project selection process for MAG Federal funds. MAG also will host two Open Working Group meetings to review project applications.

Applications must be submitted before or on the due date and time per the Programming Guidelines. Late applications will not be accepted. Please see the schedule below for dates of pre-application meetings and application due date.

Competitive Project Selection Process

The Technical Advisory Committee's (TAC) role is to develop and administer a project evaluation process that involves a technical evaluation, project criteria analysis, and a qualitative assessment that is guided by the goals and objectives of the MAG Regional Transportation Plan (RTP), and Federal guidelines. The technical advisory committee (TAC) is responsible to implement its project evaluation process and produce a ranked order list of project applications to be considered for Federal funding. The rank ordered

list is then forwarded to the Transportation Review Committee. The transportation project types and responsible TACs are:

1. Bicycle & Pedestrian Projects will be presented, reviewed, and ranked at the Pedestrian Working Group and The Regional Bicycle Task Force
2. Intelligent Transportation System (ITS) Projects will be presented, reviewed, and ranked at the ITS Committee.
3. Paving Unpaved Road Projects will be presented and reviewed at the Street Committee and ranked at the Air Quality TAC.
4. PM-10 Certified Street Sweeper Projects will be reviewed at the Street Committee and ranked at the Air Quality TAC. The Air Quality TAC recommended ranking for sweepers will be presented to the MAG Management Committee.

Bicycle and Pedestrian Project Evaluation

The project evaluation process for bicycle and pedestrian projects was revised in FY2009 and implemented in the FY 2010 application ranking process. Please see **Appendix D** of the Programming Guidelines which include the Bike and Pedestrian Evaluation matrix. All funds directed toward bicycle and pedestrian projects are fully programmed at this time; there are no funds to be programmed in FY 2011.

ITS Project Evaluation

The MAG ITS Committee has established a systematic project review and ranking process for programming ITS projects with CMAQ funds, <http://www.mag.maricopa.gov/committee.cms?item=78>.

In their review of a project's application, the MAG ITS Committee members consider various aspects of a proposed project's linkages and compatibility with the region's ITS Strategic Plan and ITS Architecture. At a special committee meeting, each proposed ITS project is presented by the proposing agency or group of agencies (in the case of multi-jurisdictional projects). The final ITS project prioritization or ranking is based on a summation of individual subjective project rankings generated by committee members, considering the following factors:

- How the project complies with the current MAG ITS Strategic Plan
- How the project conforms to the current MAG Regional ITS Architecture
- If the project is supported by the local agency with necessary staff and operating costs
- If the estimated project schedule seems realistic
- MAG emissions analysis

The current ITS Strategic Plan for the MAG region, developed in 2001, provides a list of new ITS projects identified for the region as the short, medium, and long-term ITS implementation plans. To the extent feasible, the ITS Committee utilizes the Plan to guide future regional investments in ITS. All funds directed toward ITS projects are fully programmed at this time; there are no funds to be programmed in FY 2011.

Paving Unpaved Roads and PM-10 Certified Street Sweepers Project Evaluation

The evaluation process for Paving Projects and PM-10 Certified Street Sweeper projects occurs at two committees. Paving Unpaved Road Projects will be presented and reviewed at the Street Committee and ranked at the Air Quality TAC. PM-10 Certified Street Sweeper Projects will be reviewed at the Street Committee and ranked at the Air Quality TAC.

Following the Street Committee review of applications, MAG staff will complete an evaluation of the project's expected emission reduction benefits for consideration by the Air Quality TAC. The Air Quality TAC may use cost-effectiveness, also referred to as the CMAQ Score, in ranking proposed paving and sweeper projects for CMAQ funding. Cost-effectiveness is based on the annualized CMAQ dollars requested for the project per metric ton of PM-10 reduced. The Air Quality TAC has also considered other criteria for ranking projects including PM-10 emission reductions and proximity to the PM-10 monitors.

The evaluation for Pave Unpaved Road Projects will result in a rank ordered list of project applications that is forwarded to the Transportation Review Committee (TRC) for project selection. For PM-10 Certified Street Sweepers, the rank ordered list of project applications is forwarded directly to the MAG Management Committee for project selection.

The Transportation Review Committee's (TRC) role is to review the evaluation and analysis completed by the TACs, and select projects to be programmed with Federal funds based on guidelines established for project selection.

Federal Fiscal Year 2011 Closeout - Deferrals

MAG member agencies will complete a Project Deferral/Deletion Form to request a project to be deferred, to delete federal funds from a project, or to delete a federal funded project from the current TIP. An example of this form can be found in **Appendix E**.

If a project is requesting to be deferred for the second time or more, the sponsoring agency for the project will submit a justification memo explaining why the project should stay in the MAG Federal Fund Program.

Federal Fiscal Year 2011 Closeout - Project Submittals

MAG member agencies will complete a Closeout Project Submittal or a new project application to submit projects for use of FFY11 unobligated Federal funds. Forms and applications must be submitted before or on the due date and time. Late applications will not be accepted.

Local jurisdictions submitting a project for advancement, additional funds, or a new project will complete and submit a Closeout Project Submittal Form by the due date and

time for project submittals for closeout funds. For new project submittals, there are additional information forms to be completed. An example of the Project Submittal form can be found in **Appendix F**. Closeout forms will be available by March 2011.

The schedule related to the Competitive Project Selection Process for MAG Federal Funds is found below.



SCHEDULE

Competitive Federal Fund Programming Process FY 2011	
2010	
August	6th: Federal Fund Project Applications available for Paving Unpaved Road Projects - FY2014, PM-10 Certified Street Sweepers - FY2011
	17th: Workshop on Paving and Street Sweeper Applications, 11:00 a.m. - 12:00/noon - Saguaro Room, 2nd Floor MAG
	27th: 9:30 a.m. - 12:00/noon, MAG Cholla Room, Open Working Group - Federal Fund Project Applications
September	8th: 8:30 - 11:00 p.m., MAG Ocotillo Room, Open Working Group - Federal Fund Project Applications
	Thursday 16th: 12:00 p.m./noon - Due Date and Time, signed Project Applications due to MAG. Late Applications will not be accepted.
October	12th: Street Committee reviews and Lead Agencies present project applications for Paving Unpaved Road Projects - FY2014, and PM-10 Certified Street Sweepers - FY2011
November	16th: Street Committee - second review of project applications for Paving Unpaved Road Projects - FY2014, and PM-10 Certified Street Sweepers - FY2011
	30th: AQTAC review and recommends CMAQ evaluations for Paving Unpaved Road Projects - FY2014, PM-10 Certified Street Sweepers - FY2011
December	9th: TRC review/recommend/approve funding for Paving Unpaved Road Projects - FY2014
2011	
January	12th: Managers review/recommend/approve Paving Unpaved Road Projects - FY2014, PM-10 Certified Street Sweepers - FY2011
	19th: TPC review/recommend/approve Paving Unpaved Road Projects - FY2014, PM-10 Certified Street Sweepers - FY2011
	26th: RC review/recommend/approve Paving Unpaved Road Projects - FY2014, PM-10 Certified Street Sweepers - FY2011



SCHEDULE

MAG FFY 2011 Closeout	
2011	
March	1st: FFY11 Project Deferral Forms and Justification Memo requirements are available
	25th: Project Applications available for FFY2011 Closeout funds
March - April	Member agencies submit Project Deferral Forms and Justification Memos throughout March and April. Please make a best effort to submit before April 15
April	14th: 5:00 p.m. - Due Date and Time, for signed Project Applications for FFY2011 Closeout. Late Applications will not be accepted.
	TRC review/recommend/approve list of Deferred FFY 11 Federal funded projects
May	Managers, TPC and RC review/recommend/approve list of Deferred FFY 11 Federal funded projects
	TRC review/recommend/approve Interim FFY 2010 Closeout
May - June	Member agencies submit remaining Project Deferral Forms and Justification Memos throughout May and June.
June	Managers, TPC and RC review/recommend/approve Interim FFY 2011 Closeout
	24th: TRC review/recommend/approve Final FFY 2011 Closeout
July	Managers, TPC and RC review/recommend/approve Final FFY 2011 Closeout



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LOCAL SPONSORED FEDERAL FUND PROJECT DEVELOPMENT



INFORMATION

Local Sponsored projects that are programmed to receive federal funds have to work with the ADOT Local Government Section to meet the federal requirements.

ADOT – Local Government Section



The ADOT – Local Government Section function is to provide services to local governments in the area of programming, technical planning, scheduling, engineering expertise, project documents reviews/approvals, construction plans review/approvals, coordination with FHWA and appropriate ADOT services, and providing project processing manuals and guidelines.

The Local Government Section reviews and processes or approves all project documents and reports submitted by local governments via ADOT Technical Groups. This Section also reviews and gives ADOT approval to Design Concept Reports, Design Memorandums, Drainage Reports and other engineering-related documents as may be appropriate via ADOT Technical Groups. The project required environmental analysis is reviewed by the Local Government Team Environmental Planner and approval is obtained from the Environmental Planning Group.

Local agencies are required to follow the ADOT project development process in the development and design of local government projects. **The typical project will take 18 to 24 months to proceed through the process from the submittal of a design concept report to bid advertisement.** The environmental determination can greatly impact the project schedule. Typical environmental determinations take 10 to 12 months from initial submittal to environmental clearance. Contact the Local Government Section for information regarding the project model and the scheduling process for various types of construction projects.

The Local Government project model was designed using a typical eighteen to twenty-four month project development duration. The total duration can be modified, within reason, to meet the sponsor's needs for the type of project being developed. Please refer to **Table 5** for the milestones, and the minimum amount of time required for each milestone.

As an example of a modified schedule, is for projects that are predominately Intelligent Transportation System (ITS) improvements, which can be shortened with respect to the number of stage submittals if the project team concurs. However, all projects are required to follow the ADOT clearance process including environmental, utilities, and right-

of-way processing requirements. As such, the project development will be a minimum 10 to 12 months, or as long as it takes to receive an environmental clearance.

Please refer to **Table 5** for the milestones, and the minimum amount of time required for each milestone.



Table 5
Required Milestones and Schedule -
Federal Funded Local Sponsored Project

The following project milestones are based on a typical project procurement process. Some projects may follow abbreviated process.

Standard Milestones	Months
Apply for ADOT project number	0
Receipt of ADOT project number	1
Initial DCR	4
Final DCR	5
30% Preliminary Plans, Cost Estimate and Report	7
60% Preliminary Plans, Cost Estimate and Report	9
Final Preliminary Plans, Cost Estimate and Report	11
Environmental Clearance	10
Utility Clearance	10
Right-of-Way Clearance	10
PS&E Approval	15
Bid opening	18
Final Deployment	24

Each Metropolitan Planning Organization (MPO) and Council of Governments (COG) submits their Local Government Federal-aid Multi-Year Highway Construction Program to ADOT's Transportation Planning Division for inclusion in the Statewide Transportation Improvement Program (STIP). The goal of the STIP is for projects to be planned, programmed, and developed in accordance with federal-aid procedures and ADOT's Project Management and Scheduling process; federal-aid obligated; the project advertised for bid; and construction started in the fiscal year that the project is programmed. In order to accomplish this, the following tasks must be completed by the project sponsor.

Outline of Federally Funded Local Government Projects



INFORMATION

The following steps summarize the procedure to be used for processing federally funded local government STP, CMAQ, BR, RR, and HES projects. ADOT's role is to assist the local agencies through the project development process and insure compliance with ADOT/FHWA policies, regulations, and guidelines. ADOT will also administer the construction phase of most local government projects. The typical project will take 18-24 months from inception to advertisement. The timeline is shown in **Table 5**.

1. Project sponsor contacts their local Council of Government/Metropolitan Planning Organization (COG/MPO) to include the project in the appropriate five year transportation improvement program (TIP)
 - Project must be in the TIP/STIP to qualify for Federal funding and the local government process.
 - Federal-aid projects are to meet functional classifications.
2. Project sponsor submits a letter to the ADOT Local Government Engineer requesting project number and providing brief detail of project scope, location, cost, schedule, and COG/MPO TIP identification number.
3. If Safety or Bridge Rehabilitation/Replacement funded, appropriate project eligibility report must be prepared and submitted to ADOT for approval of funding.
4. A Local Government Section project manager is assigned the project, requests project and TRACS numbers from ADOT, and notifies local agency.
5. Local agency deposits ADOT review fee (typically \$10,000.00) to ADOT.
6. Local agency arranges a kick-off meeting with sponsor, design consultants, ADOT and COG/MPO.
7. If Federal funds are being used for design, follow ADOT/FHWA consultant procurement guidelines.
8. Budget 15% construction engineering and 5% contingency funds if ADOT is performing construction administration of the project.
9. Local agency submits Initial Design Concept Report (DCR) to ADOT Local Government Section (LGS). The DCR should include a realistic scope, bid date, and cost estimate.
10. ADOT reviews DCR and sends comments to Sponsor.
11. Sponsor submits final DCR to ADOT Local Government Section.
12. Local Government Section approves DCR and notifies Sponsor.
13. Sponsor submits Initial Environmental Report to ADOT Local Government Section.
 - Pigmy owl situation clearance takes at least 12 to 18 months.
 - 404 and 401 permits from US Army Corps take at least 12 months. Have a definite window for construction activities.
14. ADOT Local Government Section Environmental Planner reviews environmental determination report and provides comments to Sponsor.
15. Local agency submits Final Environmental Determination Report to ADOT Local Government Section.

16. Environmental clearance is obtained from ADOT or FHWA through the Local Government Section Environmental Planner. NEPA and FHWA guidelines must be satisfied.
17. Sponsor submits Preliminary Plans (30% stage), preliminary cost estimate, and reports to ADOT Local Government Section. Required reports depend on the project type and may include drainage report, geotechnical report, pavement design summary, materials memo, structure selection report, etc. **Do not proceed beyond 30% design without an environmental clearance if Federal funds are used for design.**
18. ADOT 30% review comments are transmitted to the sponsor who should resolve at an early stage.
 - Any design exceptions? If so, get approval, but try to avoid design exceptions.
19. Sponsor submits 60% plans, specifications, and estimate to ADOT Local Government Section.
20. Sponsor submits initial/final materials memo, geotechnical report, pavement design summary, drainage report, and bridge selection report.
21. If necessary, arrange a field review meeting with ADOT district staff, local agency, and design team to resolve ADOT review comments.
22. Sponsor Initiates the Utility clearance letters.
23. Sponsor initiates the Right of Way clearance letters.
24. ADOT Local Government Section project manager initiates an IGA (Intergovernmental Agreement) between ADOT & local sponsor. Allow 6 months to obtain signatures from all parties and process the paperwork.
25. Sponsor submits 95% PS&E package to ADOT. ADOT conducts final review.
 - All ADOT review comments to be resolved before submitting 95% PS&E and all final reports to be approved by ADOT
 - Include in the PS&E package landscaping plans, seed specs, and NPDES requirements if necessary.
26. Sponsor submits Final Plans (100% complete), final cost estimate, and bidding schedule to ADOT.
27. Verify Earthwork calculations (quantity check) to avoid change orders in the field.
28. Need local funds from sponsor based on final cost estimate. Include 5% surcharge (contingency) if construction administered by ADOT for change orders.
29. If federal funds are not adequate to meet the final cost estimate based on project scope, revise the scope to fit the budget or sponsor to pay the balance to ADOT.
30. Final PS&E approval from sponsor.
31. ADOT obtains obligation authority of Federal funds from FHWA subsequent to final PS&E and clearances.
32. Allow ADOT Contracts & Specifications Section at least 2 months to advertise the project. DBE requirements, Davis Bacon wages, training, etc. must be satisfied.
33. Sponsor to submit all original drawings when requested from ADOT.
34. Bid Opening (allow 22 working days from the date job advertised).
35. ADOT Board to award a contract to low bidder(next available Board date after bid opening).
36. See prospective contractor within 2-4 weeks.
37. ADOT arranges a partnering workshop if ADOT is administering construction.
38. Construction begins.



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RESOURCES

ADOT Local Government webpage:

<http://www.dot.state.az.us/Highways/localgov/Index.asp>

MAG FedTIP Website

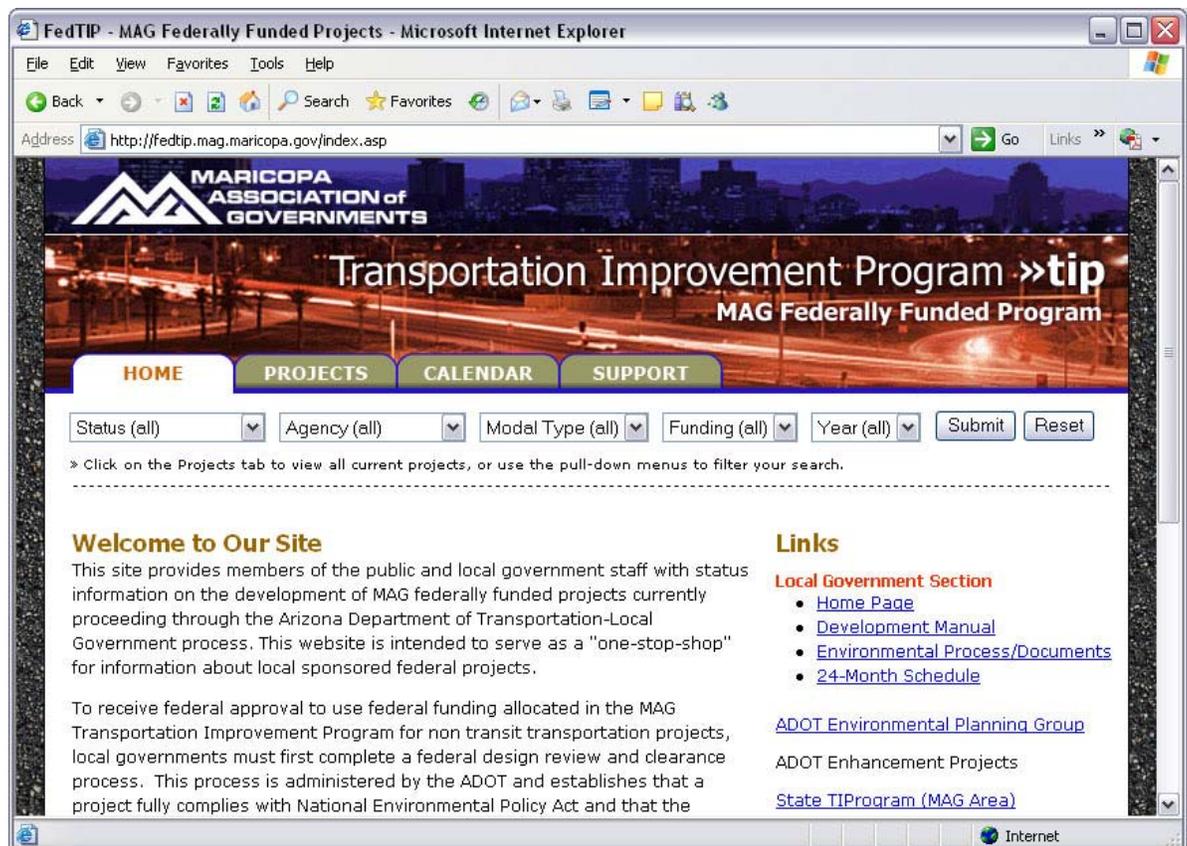
In response to member agencies request to provide an up to date information center about local sponsored federally funded projects, MAG created a website that provides members of the public and local government staff with status information on the development of MAG federally funded projects currently proceeding through the Arizona Department of Transportation-Local Government process. The intention of the website is to serve as a "one-stop-shop" for information about local sponsored federal projects.

The center piece of this website, is the Projects Page, which lists all local sponsored federal projects. A user can click on the Projects tab, and either select a project by it's TIP ID # or use the pull-down toolbar menus to search for the appropriate project. The Projects Page allows a user to obtain a Details Page that summarizes: programming history, amount of funds programmed, statuses of various clearances, project identification information, bidding information, and contact information.



RESOURCES

Website: <http://fedtip.mag.maricopa.gov/index.asp>



MAG created a web site dedicated to provide members of the public and local government staff with information on the status of federally funded projects in the TIP currently proceeding through the MAG and Arizona Department of Transportation design review and clearance process.

CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM FACT SHEET

According to the final Congestion Mitigation and Air Quality Improvement (CMAQ) Program Guidance, effective October 31, 2006, the purpose of the CMAQ program is to fund transportation projects or programs that will contribute to attainment or maintenance of the national ambient air quality standards for ozone, carbon monoxide, and particulate matter. **This Guidance can be accessed online at: <http://www.fhwa.dot.gov/environment/cmaq06gd.pdf>, and copies are also available at MAG.** Eligible and ineligible CMAQ Activities are listed below.

The SAFETEA-LU directs States and MPOs to give priority to two categories of funding. First, to diesel retrofits, particularly where necessary to facilitate contract compliance, and other cost-effective emission reduction activities, taking into consideration air quality and health effects. Second, priority is to be given to cost-effective congestion mitigation activities that provide air quality benefits.

The development of a CMAQ-eligible project may occur through a public-private partnership. Private entity proposals that benefit the general public by clearly reducing emissions require a legal written agreement between the public agency and private or nonprofit entity specifying the use of funds, roles and responsibilities of participating entities, cost sharing arrangements for capital investments and/or operating expenses, and how the disposition of land, facilities, and equipment should original terms of the agreement be changed. Eligible costs under this section may not include costs to fund an obligation imposed on private sector or nonprofit entities under the CAA or any other federal law except where the incremental portion of a project that exceeds the obligation under Federal law.

Eligible CMAQ Activities and Projects

1) Transportation control measures (TCMs) found in 42 U.S.C. §7408(f)(1)

- 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 reductions
- 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 metropolitan 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 extended idling of vehicles
- programs to reduce motor vehicle emissions from extreme cold-start conditions
- employer-sponsored programs to permit flexible work schedules
- programs and ordinances to facilitate non-automobile travel, provision and utilization of 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 reconstructions 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

2) Extreme Low-Temperature Cold Start Programs

- retrofitting vehicles and fleets with water and oil heaters
- installing electrical outlets and equipment in publicly-owned garages or fleet storage facilities

3) Alternative Fuels and Vehicles

- establishment of publicly-owned fueling facilities and other infrastructure needed to fuel alternative-fuel vehicles, unless privately-owned fueling stations are in place and reasonably accessible
- support the conversion of private fueling facility to support alternative fuels through a public-private partnership
- purchase of publicly-owned non-transit alternative fuel vehicles, including passenger vehicles, refuse trucks, street cleaners, and others
- costs associated with converting fleets to run on alternative fuels
- for private vehicles, the cost difference between alternative fuel vehicles and comparable conventional fuel vehicles
- hybrid vehicles that have lower emission rates than their non-hybrid counterparts
- hybrid passenger vehicles that meet EPA low emission and energy efficiency requirements for certification under the HOV exception provisions of SAFETEA-LU
- projects involving heavier vehicles, including refuse haulers and delivery trucks may be eligible based on a comparison of the emissions projections of these larger candidate vehicles and other comparable models

4) Congestion Reduction & Traffic Flow Improvements

- traditional traffic flow improvements, such as the construction of roundabouts, HOV lanes, left-turn or other managed lanes are eligible provided they demonstrate net emissions benefits
- Intelligent Transportation Systems (ITS) projects such as traffic signal synchronization projects, traffic management projects, and regional multimodal traveler information systems, traffic signal control systems, freeway management systems, electronic toll-collection systems, transit management systems, and incident management programs
- Value/Congestion Pricing projects that generate an emissions reduction, including, but not limited to: tolling infrastructure, such as transponders and other electronic toll or fare payment systems; small roadway modifications to enable tolling; marketing, public outreach efforts to expand and encourage the use of eligible pricing measures; and support services, such as transit in a newly tolled corridor

- innovative pricing approaches supported through the Value Pricing Pilot Program
- operating expenses for traffic flow improvements for a period not to exceed three years if shown to produce air quality benefits, if the expenses are incurred from new or additional services, and if previous funding mechanisms, such as fares or fees for services, are not displaced
- projects or programs that involve the purchase of integrated, interoperable emergency communications equipment

5) Transit Improvements

- new transit facilities (e.g., lines, stations, terminals, transfer facilities) are eligible if they are associated with new or enhanced mass transit service
- rehabilitation of a facility may be eligible if the vast majority of the project involves physical improvements that will increase capacity and results in an increase in transit ridership;
- new transit vehicles (bus, rail, or van) to expand fleet or replace existing vehicles
- diesel engine retrofits, such as replacement engines and exhaust after-treatment devices, are eligible if certified or verified by the EPA or CARB
- other transit equipment may be eligible if it represents a major system-wide upgrade that will significantly improve speed or reliability of transit service, such as advanced signal and communications systems
- fuel, whether conventional or alternative fuel, is an eligible expense only as part of a project providing operating assistance for new or expanded transit service, including fuel and fuel additives considered diesel retrofit technologies by EPA or CARB
- operating assistance, including labor, fuel, maintenance, and related expenses, to introduce new transit service or expand existing transit service is eligible for a maximum of 3 years
- regular transit fares may be subsidized as part of a comprehensive area-wide program to prevent exceedances of NAAQS during periods of high pollutant levels; must be combined with a marketing program to inform SOV drivers of other transportation options

6) Bicycle and Pedestrian Facilities and Programs

- construction of bicycle and pedestrian facilities (paths, bike racks, support facilities, etc.) that are not exclusively recreational and reduce vehicle trips
- non-construction outreach projects related to safe bicycle use
- establishment and funding of State bicycle/pedestrian coordinator positions for promoting and facilitating nonmotorized transportation modes through public education, safety programs, etc.

7) Travel Demand Management

- activities explicitly aimed at reducing SOV travel and associated emissions including fringe parking, traveler information services, shuttle services, guaranteed ride home programs, market research and planning in support Transportation Demand Management implementation, carpools, vanpools, traffic calming measures, parking pricing, variable road pricing, telecommuting, and employer-based commuter choice programs
- capital expenses and up to 3 years of operating assistance to administer and manage new or expanded TDM programs
- marketing and outreach efforts to expand use of TDM measures may be funded indefinitely, but only if broken out as distinct line items
- telecommuting activities including planning, preparing technical and feasibility studies, and training

8) Public Education and Outreach Activities

- a wide range of public education and outreach activities, including activities that promote new or existing transportation services, developing messages and advertising materials (including market research, focus groups, and creative), placing messages and materials, evaluating message and material dissemination and public awareness, technical assistance, programs that promote the Tax Code provision related to commute benefits, transit “store” operations, and any other activities that help forward less-polluting transportation options

9) Transportation Management Associations

- TMA start-up costs and up to 3 years of operating assistance

10) Carpooling and Vanpooling

- carpools and vanpools marketing covers existing, expanded, and new activities to increase the use of carpools and vanpools and includes the purchase and use of computerized matching software and outreach to employers and guaranteed ride home programs
- vanpool vehicle capital costs include purchasing or leasing vans that do not directly compete with or impede private sector initiatives; vanpool operating expenses are limited to 3 years and include empty-seat subsidies, maintenance, insurance, administration, and other related expenses

11) Freight/Intermodal

- projects and programs (e.g. new diesel engine technology or retrofits of vehicles or engines, non-road mobile freight projects) that provide a transportation function and target freight capital costs including rolling stock or ground infrastructure are eligible provided that air quality benefits can be demonstrated

12) Diesel Engine Retrofits & Other Advanced Truck Technologies

- applicable to onroad motor vehicles and nonroad construction equipment, project types in the diesel retrofit area include: diesel engine replacement, full engine rebuilding and reconditioning, the purchase and installation of after-treatment hardware including particulate matter traps and oxidation catalysts, and other technologies, and support for heavy-duty vehicle retirements programs
- purchase and installation of emission control equipment on school buses
- refueling projects (e.g., ultra-low sulfur diesel), but only if required to support the installation of emissions control equipment, repowering, rebuilding, or other retrofits of nonroad engines and only until the standards are effective and the fuel becomes commonly available through the regional supply and logistics chain. Eligible costs are limited to the difference between standard nonroad diesel fuel and ULSD
- outreach activities that provide information exchange and technical assistance to diesel owners and operators on retrofit options
- under a public-private partnership, projects for upgrading long-haul heavy-duty diesel trucks with advanced technologies, such as idle reduction devices, cab and trailer aerodynamic fixtures, and single-wide or other efficient tires are eligible

13) Idle Reduction

- capital costs of off-board projects (e.g., truck stop electrification projects) that reduce emissions and are located within, or in proximity to and primarily benefitting a nonattainment or maintenance area
- capital costs of on-board projects (e.g., auxiliary power units, direct fired heaters, etc.) the heavy-duty vehicle must travel within, or in proximity to and primarily benefitting a nonattainment or maintenance area

14) Training

- funds to support training and educational development for the transportation workforce must be directly related to implementing air quality improvements and be approved in advance by the FHWA Division Office

15) Inspection/Maintenance (I/M) Programs

- for publicly or privately owned I/M facilities that constitute new or additional efforts eligible activities include construction of facilities, purchase of equipment, I/M program development, and one-time start-up activities, such as updating quality assurance software or developing a mechanic training curriculum
- operating expenses are eligible for a maximum of three years
- State or local I/M program related administrative costs are eligible in States that rely on privately owned I/M facilities
- privately-owned I/M facilities such as service stations, that own the equipment and conduct emission test-and-repair services, requires a public-private partnership
- establishment of "portable" I/M programs, including remote sensing providing that they are public services, reduce emissions, and meet relevant regulations

16) Experimental Pilot Projects

- an "experimental" project or program must be defined as a transportation project and be expected to reduce emissions by decreasing vehicle miles traveled (VMT), fuel consumption, congestion, or by other factors

17) In particulate matter nonattainment or maintenance areas, examples of eligible projects and programs include:

- paving dirt roads
- street sweeping equipment

Ineligible CMAQ Activities and Projects

- 1) Projects outside of the nonattainment or maintenance area boundaries, except in cases where the project is located in close proximity to the nonattainment or maintenance area and the benefits will be realized primarily within the nonattainment or maintenance area
- 2) light-duty vehicle scrappage programs
- 3) Projects that add new capacity for single-occupancy vehicle (SOV) are ineligible for CMAQ funding unless construction is limited to high occupancy vehicle (HOV) lanes
- 4) Routine maintenance and rehabilitation projects (e.g., replacement-in-kind of track or other equipment, reconstruction of bridges, stations, and other facilities, and repaving or repairing roads) are ineligible for CMAQ funding as they only maintain existing levels of highway and transit service, and therefore do not reduce emissions
- 5) Administrative costs of the CMAQ program may not be defrayed with program funds
- 6) Projects that do not meet the specific eligibility requirements under United States Code titles 23 or 49
- 7) Stand-alone projects to purchase fuel, except in certain states
- 8) Routine preventive maintenance for vehicles is not eligible as it only returns the vehicles to baseline conditions
- 9) Operating assistance for truck stop electrification projects is not an eligible activity since these projects generate their own revenue stream and can therefore recover all operating expenses;

Owner Agency*	Structure Number	Roadway Carried	Facility Under	Deficiency Classification**	Sufficiency Rating ***
ELIGIBLE FOR REPLACEMENT FUNDING					
Scottsdale	9648	64th St Driveway	Drain Channel	F	37.55
Scottsdale	9647	64th St Driveway	Drain Channel	F	37.56
Gila Bend	10677	County road	Paloma Irrigation Canal	S	42.52
Gilbert	8041	Queen Creek Rd	E. Maricopa Floodway	S	49.72
ELIGIBLE FOR BRIDGE REHABILITATION FUNDING					
Scottsdale	9362	68th Street	Arizona Canal	S	53.72
Mesa	7940	Main St -Old 60	Eastern Canal	F	59.14
Mesa	7939	Main St-Old US 60	Consolidated Canal	F	60.96
Scottsdale	10482	McDowell Rd	Indian Bend Wash	F	61.84
Apache Jct	7905	Old W Hwy - EB	Weekes Wash	S	63.68
Goodyear	9432	Rainbow Valley Rd	Waterman Wash	F	65.29
Tempe	9954	Mill Avenue SB	Salt River, Rio Salado P	F	66.19
Glendale	9906	Union Hills drive	New River Bridge	F	66.74
Queen Creek	10089	Ocotillo Road	Queen Creek	S	67.95
Scottsdale	9364	Thomas Rd & 64 St	Ariz Crosscut Canal	F	69.40
Scottsdale	9640	Indian School Rd	Indian Bend Wash	F	71.45
Mesa	8861	Signal Butte Road	CAP Canal	S	72.94
Tempe	7875	Priest Drive	Salt River	F	73.04
Tempe	7874	Priest Drive	Salt River	F	73.04
Tempe	7872	Priest Drive	Grand Canal & SPRR	F	73.04
Scottsdale	9358	McDowell Road EB	Indian Bend Wash	F	73.55
Scottsdale	9353	IRR Pima Road	Arizona Canal	F	75.53
Scottsdale	7528	Pima Rd	Drain Channel	F	75.81
Scottsdale	7527	Pima Rd	Drain Channel	F	75.81
Scottsdale	7776	Goldwater Blvd	No-Name Street	F	75.84
Scottsdale	10481	McDonald Drive	Indian Bend Wash	F	76.00
Scottsdale	9356	McDonald Drive	Indian Bend Wash	F	76.00
Scottsdale	8794	Doubletree Road EB	Doubletree Golf Course	F	76.21
Scottsdale	10472	Doubletree Road WB	Doubletree Golf Course	F	76.21
Mesa	10117	Sossaman Rd SB	Powerline Fldwy Channel	F	76.55
Scottsdale	10468	McKellips Road	Indian Bend Wash	F	76.60
Scottsdale	9357	McKellips Road EB	Indian Bend Wash	F	76.60
Scottsdale	10211	Thompson Peak Pkwy	Wash & Golf Path	F	76.78
Mesa	10118	Sossaman Rd NB	Powerline Fldwy Channel	F	77.10
Scottsdale	10210	Thompson Peak Pkwy	Wash & Golf Path	F	77.13
Scottsdale	9655	Via De Venture	Drainage Waterway	F	77.42
Scottsdale	10078	105th Street	Wash	F	79.03

* Phoenix and Maricopa County are not included in the list since they maintain their own bridge data.

** Deficiency Classification: F = Functionally Obsolete SD = Structurally Deficient

***Sufficiency ratings are calculated by the FHWA based on bridge inspection data maintained by the ADOT Bridge Group.

MAG FEDERAL FUND PROGRAMMING PRINCIPLES

Competitive Project Selection Process for MAG Federal Funds

DRAFT August 6, 2008

DEFINITIONS

Clean Air Act – The Clean Air Act (CAA) is the comprehensive federal law that regulates air emissions from stationary and mobile sources. Among other things, this law authorizes the Environmental Protection Agency to establish National Ambient Air Quality Standards (NAAQS) to protect public health and public welfare and to regulate emission of hazardous air pollutants.

– (Summary of the Clean Air Act, <http://www.epa.gov/lawsregs/laws/caa.html>, Retrieved on May 9, 2008)

Congestion Mitigation and Air Quality (CMAQ) Improvement Program - Congestion Mitigation and Air Quality Program are federal funds that are available for projects that improve congestion and air quality in areas that do not meet clean air standards (“non-attainment” areas). The transportation projects and programs that are eligible under the Congestion Mitigation and Air Quality Improvement Program are: Transportation Control Measures (TCMs), Extreme Low-Temperature Cold Start Programs, Alternative Fuels, Congestion Relief & Traffic Flow Improvements (ITS projects and programs), Transit Improvements, Bicycle and Pedestrian Facilities and Programs, Travel Demand Management, Public Education and Outreach Activities, Transportation Management Associations, Carpooling and Vanpooling, Freight/Intermodal, Diesel Engine Retrofits, Idle Reduction, Training, I/M Programs, and Experimental Pilot Projects. The current federal guidelines related to the available CMAQ funding for the Competitive Project Selection Process for MAG Federal Funds is titled, ‘The Congestion Mitigation and Air Quality Program (CMAQ) under the SAFETEA–LU Interim Program Guidance’ can be accessed online at: <http://www.fhwa.dot.gov/environment/cmaq06gd.pdf>.

Contingency Projects – Projects identified during Interim Closeout if the number of projects submitted to use Closeout funds, exceeds the Interim Closeout amount. These projects would then be funded during Final Closeout under the condition that additional funds were identified by changes to a project schedule, to the apportionment or appropriations formulas, and/or notification of redistributed obligation authority (OA) that would increase the funds available.

Designated Representative – A designated representative of a jurisdiction is an employed staff person of the jurisdiction designated by the chief administrator to sign MAG funding request documents on behalf of that jurisdiction.

Eligible Projects/Project Components – Eligible projects/project components are defined by the current federal guidelines related to the type of federal fund that is being considered.

Incomplete Application – An application that does not have required application fields filled-in is defined as incomplete.

Joint Project – A joint project is a project that has more than one jurisdiction financially committed to the project.

MAG Approved Plan – MAG approved plans are used in the evaluation of Regional Projects. The list of MAG approved plans that can be used are the most recently approved *Regional Transportation Plan*, *MAG ITS Strategic Plan–April 2001*, *MAG Strategic Transportation Safety Plan–October 2005*, *MAG Regional Bikeway Master Plan–2007*, *Pedestrian Plan–2000*, *MAG Regional Action Plan on Aging and Mobility*, *MAG Regional Off-Street System Plan–February 2001*, and the *Arizona Strategic Highway Safety Plan–August 2007*.

MAG Committee Process – For purposes related to this document and process: Transportation Review Committee, the Management Committee, the Transportation Policy Committee, and the Regional Council.

MAG Federal Fund Program – The MAG Federal Fund Program consists of projects in the MAG Transportation Improvement Program (TIP) that are funded with federal funds, both highway and transit projects. A component of this Program are the projects that are local sponsored, competitively selected and programmed through the MAG Process with Federal Funds. The categories that are available for local agencies to apply for federal funds through the MAG Process are: Arterial-ITS Projects – CMAQ funded, Arterial Projects – STP-MAG funded, Bicycle and Pedestrian Projects – CMAQ funded, and Air Quality Projects – CMAQ funded.

Regional Project – A transportation project that is sponsored and funded by one or more MAG member agency that impacts other jurisdictions besides those sponsoring the project. The project concept must be consistent with an approved MAG Plan.

SAFETEA-LU - On August 10, 2005, President George W. Bush signed the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009.¹

Surface Transportation Program (STP) funds – Surface Transportation Program funds are federal funds designated to be used on highways, transit or street projects.

The Transportation Programming Guidebook – The Guidebook is published on a yearly basis and its purpose is to provide MAG member agencies background information, instructions, and deadlines on the different transportation programs and requirements for the RTP, the MAG TIP, and the MAG Federal Fund Program for the upcoming fiscal year.

Technical Advisory Committees (TAC) – The MAG Technical Advisory Committees that are related to Competitive Project Selection Process for MAG Federal Funds are the MAG Street Committee, MAG Intelligent Transportation System (ITS) Committee, Air Quality Technical Advisory Committee, and the Pedestrian Working Group and the Regional Bicycle Task Force. *Please see page 87 for the MAG Committee Structure chart.*

¹SAFETEA-LU Home Page. US Department of Transportation, Federal Highway Administration. Retrieved on July 9, 2008 from <http://www.fhwa.dot.gov/safetealu/index.htm>.

100. Guiding Principles

1. The MAG Federal Fund Programming Principles for the Region shall comply with federal laws. The Principles will be reviewed and updated for compliance as new state, and federal laws are adopted.
2. The MAG Federal Fund Programming Principles will incorporate policy direction, as appropriate from Regional Council approved MAG Transportation Plans.
3. The MAG Federal Fund Programming Principles and changes to the Principles will be approved through the MAG Committee Process including the Transportation Review Committee, the Management Committee, the Transportation Policy Committee, and the Regional Council. *Please see page 2 for the MAG Committee Structure chart.*
4. The MAG Federal Fund Programming Principles are applicable to federal funded projects that are competitively selected and programmed through the MAG process. These projects compose part of the MAG Federal Fund Program.
5. Member agencies are encouraged to complete programmed federal funded projects on schedule to ensure that committed obligation authority is fully used, and to increase prospects of receiving a share of Arizona redistributed obligation authority.
6. A commitment will be made to use Congestion Mitigation and Air Quality (CMAQ) funds at the same rate of Surface Transportation Program (STP) funds. STP funds will not be obligated at a higher rate than CMAQ funds, which means the obligation authority percentage for CMAQ funds will be equal to or higher than the rate for STP funds.
7. The *Transportation Programming Guidebook (Guidebook)* will be published annually, prior to the start of the application process. The *Guidebook* will describe and provide the programming schedule and deadlines for the MAG Federal Fund Program, application forms, Federal fund estimates, programming process information per modal type, and contacts.
8. In accordance with the Clean Air Act, projects which are committed measures in the MAG air quality plans are legally binding for implementation. Examples include: Paving Unpaved Road Projects, PM-10 Certified Street Sweepers, and Paving Unpaved Road Shoulders. In addition, these types of projects are also essential for demonstrating air quality conformity for the Transportation Improvement Program and Regional Transportation Plan.

200. Application Process

1. Annually, MAG will request MAG member agencies to submit new project applications for consideration in the MAG Federal Fund Program dependent on the needs established by the *Guidebook*.
 - a. Project applications submitted from prior years will not be retained or used.
2. A pre-application workshop/meeting will be available to MAG member agencies to review available funding amounts, applications, schedules, and due dates for the competitive project selection process for MAG Federal funds.

3. (Moved, combined, and reworded) A project can be sponsored and funded by one agency; be a joint project with multiple funding partners; or be considered a regional project.
 - a. A Joint Project has more than one agency financially contributing to the project.

The application must:

 - i. Be submitted by the sponsoring agency that will be responsible for implementing the project and reporting on it to MAG;
 - ii. List the main contacts for all agencies involved;
 - iii. Document how the local cost component will be shared between the partnering agencies; and
 - iv. Include signatures from each jurisdiction's Manager(s)/Administrator(s) or designated representative.
 - b. A Regional Project is a transportation project that is sponsored and funded by one or more MAG member agency that impacts other jurisdictions besides those sponsoring the project and the project concept is consistent with an approved MAG Plan.
4. The application forms will annotate and define the required information.
 - a. Each application will have a checklist of application components to be completed by the sponsoring agency. The information that is required for will be identified on the checklist.
 - b. Each application will be signed by the Manager/Administrator of the jurisdiction or designated representative.
5. Completed applications must be submitted before or on the due date and time. Late applications will not be accepted.
 - a. Completed applications will be printed, signed by the jurisdiction Manager/Administrator or designated representative, and submitted via fax, e-mail (scan of signed application), mail, or in person.
 - b. If a completed application is faxed or e-mailed with the required signature, it is accepted at that time, but it is required that the original signed hard copy will follow either in the mail or be delivered in person.
 - c. Upon receiving the application, MAG staff will review submitted application for required information. MAG staff will complete an application receipt indicating the date and time it was received, and if the application was complete or incomplete.
 - i. If the application is incomplete, the application receipt will note the incomplete fields.
 - ii. The sponsoring agency will have two working days to complete the incomplete fields. The due date and time to submit incomplete field information will be noted on the application receipt.
 - d. The application will also be submitted electronically for ease of data entry.
6. MAG staff will review the application to verify the eligibility of the project, and project components in the context of the current Federal regulations following the due date of project applications.
 - a. MAG staff will work with Federal Highway Administration (FHWA) to determine eligibility.
 - b. The current federal guidelines related to the CMAQ funding, which is available for the Competitive Project Selection Process for MAG Federal Funds is titled, 'The Congestion Mitigation and Air Quality Improvement Program (CMAQ) under the SAFETEA-LU Interim Program Guidance' can be accessed online at: <http://www.fhwa.dot.gov/environment/cmaq06gd.pdf>. Copies are also available at MAG.
 - c. If a project is not eligible under the current Federal regulations, a notification will be sent to the project contact within two weeks.

- d. If certain project components are not eligible under the current Federal regulations, MAG staff will work with the jurisdiction to modify the project budget components for eligibility purposes. MAG staff and the sponsoring agency representatives will present and explain the original and modified application at the technical advisory committee.
7. Project information from the applications will be compiled by MAG Staff.

300. Competitive Project Selection Process for MAG Federal Funds

1. MAG has an established project application, programming schedule, project evaluation process, and project selection process that are explained and published in *The Transportation Programming Guidebook*.
2. Complete and eligible project applications submitted for consideration in the MAG Federal Fund Program are processed through the MAG Committee Process for project evaluation, and selection. This process includes an evaluation of the expected emissions reductions and cost effectiveness, a project evaluation process at the Technical Advisory Committees (TAC), and project selection through the MAG Committee Process: Transportation Review Committee (TRC), Management Committee, and Transportation Policy Committee (TPC) for review and recommendation, and then Regional Council for approval.
3. (Section moved, combined, and reworded) In accordance with federal CMAQ guidance, an evaluation of the expected emissions reductions and cost effectiveness is conducted for all proposed CMAQ funded projects by MAG staff for consideration by the Air Quality Technical Advisory Committee (AQTAC). The role of the AQTAC is to forward the evaluation of proposed CMAQ funded projects to the Transportation Review Committee (TRC) and the Technical Advisory Committees for use in prioritizing projects.
4. A congestion management analysis will be conducted, as appropriate, during the project evaluation process.
5. The transportation project types and responsible technical advisory committees (TAC) are:
 - a. Bicycle & Pedestrian Projects will be presented, reviewed, ranked at the Pedestrian Working Group and The Regional Bicycle Task Force, and then forwarded to the TRC.
 - b. Intelligent Transportation System (ITS) Projects will be presented, reviewed, and ranked at the ITS Committee, and then forwarded to the TRC.
 - c. Paving Unpaved Road Projects will be presented and reviewed at the Street Committee, ranked at the Air Quality TAC, and then forwarded to the TRC.
 - d. PM-10 Certified Street Sweeper Projects will be reviewed at the Street Committee, ranked at the Air Quality TAC, and then forwarded to the MAG Management Committee.
 - e. In addition, the AQTAC may forward a ranking of Air Quality Projects to the Transportation Review Committee.
6. The Technical Advisory Committee's role is to develop and administer a project evaluation process that involves a technical evaluation, project criteria analysis, and a qualitative assessment that is guided by the goals and objectives of the MAG Regional Transportation Plan (RTP), and Federal guidelines.
 - a. The TAC is responsible to implement its project evaluation process and produce a ranked order list of project applications to be considered for Federal funding. The rank

- ordered list is then forwarded to the TRC.
- b. Technical Advisory Committees will not change the project scope, schedule, budget, or requested federal funds during the evaluation process. The TAC's purpose is to rank order projects as submitted in the application through a project evaluation process.
7. Project information from the complete applications will be sent to the technical advisory committee (TAC) for a tiered review process. *Please see Figures E-2 through E-6 beginning on page 88.*
 - a. At the first TAC meeting, the sponsoring agency will present their project(s) and have the TAC review the application information.
 - b. If the committee would like further clarification on project information contained in the application, the project sponsor can answer clarification questions at the first meeting, and the project sponsor also has the opportunity to clarify information on the application for the second TAC meeting. The Committee will not change scope, schedule, nor budget for requested funds.
 - The MAG Staff person for that TAC will provide the date for revised application information to be submitted to MAG in preparation for the second TAC meeting.
 - c. The expected emissions reductions and cost effectiveness for all proposed CMAQ funded projects are evaluated by MAG staff for consideration by the AQTAC. A congestion management analysis will be conducted, as appropriate, during the project evaluation process.
 - d. At the second TAC meeting, any clarified project information is presented, and the project ranking can move forward based on the TAC approved process including the technical evaluation, project criteria analysis, and the qualitative assessment.
 - e. The ranked list of projects and evaluation summary is then forwarded from the TAC to the Transportation Review Committee for project selection, and then continues through the MAG Committee Process.
 - f. The PM-10 Certified Street Sweeper ranked list of projects and evaluation summary is forwarded directly from the AQTAC to the Management Committee for project selection, and then to the MAG Regional Council.
 8. The Transportation Review Committee's (TRC) role is to review the evaluation and analysis completed by the TACs, and recommend projects to be selected and programmed with Federal funds based on guidelines established for project selection.
 - a. The TRC can make recommendations to change the project scope, schedule, or budget during the project selection process.
 - b. If the amount of federal funds for a project is recommended to be lower than initially requested in the project application, or the scope of the project is recommended to change, the project application with proposed changes will be sent back to the Manager/Administrator of the jurisdiction or designated representative for acceptance of new funding amounts or scope change.
 - At the same time, MAG staff will determine if the CMAQ evaluation is affected.
 - The programming process is delayed accordingly.
 - c. The TRC will develop guidelines for project selection.
 - d. The recommended projects selected for available federal funds and a summary of selection process will then be forwarded to the MAG Management Committee, TPC, and Regional Council for approval.
 9. Projects selected and approved by MAG Regional Council to be programmed with federal funds will be included in the MAG Transportation Improvement Program (TIP).
 - a. As required by Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy

for Users (SAFETEA-LU), the TIP shall include projects only if full funding can be reasonably anticipated to be available within the time period contemplated for completion of the project. In nonattainment and maintenance areas, projects included in the first two years of the TIP shall be limited to those for which funds are available or committed.²

- b. This requirement is for all funding sources including the local match funds for projects programmed with federal funds.
10. For construction projects that are selected to be programmed with federal funds into the MAG Transportation Improvement Program (TIP), a design/clearance phase will be programmed at least one year prior to the federally funded construction phase depending on the information and schedule provided in the project application.
 - a. It is not assumed that the separate design/clearance phase is funded with federal funds. Member agencies can request federal funds for the design phase *if* federal funds are available either in the programming process or the closeout.
 - b. Member agencies will program the design & clearance phase with scope, budget, and schedule information provided in the initial application.

400. Programmed Federal Fund Projects

1. If a federal fund project does not use the full amount of its programmed and obligated federal funds, the remaining balance of unused federal funds, will be returned to the region to be reprogrammed.
 - a. The member agency shall notify MAG of the amount of unused federal funds once construction and invoicing is completed with ADOT.
2. If a member agency is not able to complete a federal funded project with federal funds, the federal funds will be returned to the region to be reprogrammed.
 - a. The member agency shall notify MAG if it decides it will not utilize federal funds for a project.
3. The amount of MAG federal funds available for a project is the programmed amount listed in an approved TIP. Member agencies are responsible for any project cost increases.
4. A member agency can request a change to a programmed Federal Fund Project in the TIP for the current fiscal year.
 - a. Types of project changes: advancing the project, segmenting the project, or modification of the Project Scope. All Project Change requests are reviewed on a case-by-case basis.
 - i. If a MAG member agency requests to advance a federal fund project, or project phase with local funds, an Intergovernmental Agreement (IGA) with ADOT is required. Advancing a project or phase of a project includes (1) design advancement, (2) ROW advancement and/or (3) construction advancement. The jurisdiction will be responsible to utilize "local" funds to advance the requested project or phases. The sponsoring agency is required to develop the project or phase to federal standards.

² Department of Transportation - Statewide Transportation Planning; Metropolitan Transportation Planning; Final Rule, Federal Register, Wednesday, February 14, 2007, Part III §450.324(i). US Department of Transportation, Federal Highway Administration. Retrieved on August 1, 2008 from <http://www.fhwa.dot.gov/HEP/legreg.htm>.

- b. MAG staff will review the eligibility of the project change request by the Federal guidelines.
 - c. MAG staff will review the impact of the project change request on the conforming TIP and Plan. For example, the advancement or deferral of a project could affect analysis year modeling assumptions, and require a redetermination of conformity.
 - d. MAG staff will also review, analyze, and summarize how the project change request will impact the CMAQ evaluation and other criteria the TAC has established.
 - e. The requested change will go through the MAG Committee Process, as part of the Project Change request, beginning at the appropriate technical advisory committee that originally programmed/prioritized them.
 - f. This does not include notifications of deferred projects and/or projects that will not be utilizing federal funds. Notifications of deferred projects and/or projects that will not be using federal funds will occur during the Closeout.
6. Once a project change request has been approved through the MAG Committee Process, the TIP is amended/modified, and the changes are sent forward to ADOT and FHWA to amend/modify the STIP.
 7. MAG Staff produces a status report on projects programmed with federal funds semiannually. The status report indicates the progress of the project through the milestones of the required Federal process.

500. Closeout Process

1. MAG attempts to utilize all of the spending authority, known as Obligation Authority (OA), made available to the region. To meet this goal, MAG established a Closeout process. The most important criteria for a project to be funded through closeout is that it has completed, is near completion of the federal project development process administered by ADOT Local Government Section, and/or be in a position to obligate by the end of the current federal fiscal year.
2. The Closeout Process consists of three phases:
 - a. Initial Closeout: The initial closeout usually occurs as soon as the FY Appropriations Bill is available. It involves a simple comparison between the funds available and the projects programmed, resulting in an estimate of "uncommitted" funds.
 - b. Interim Closeout: Member agencies notify MAG staff, during the month of March of each year, of the projects that they wish to defer from the current fiscal year to the following fiscal year or that they do not wish to proceed with. When this total amount of federal funds to be deferred or removed is known, agencies are then requested to identify projects that can utilize the funds made available. Project submittals to use Closeout funds usually occur in mid to late April. Through the MAG Committee Process, Closeout projects are selected in the established priority order as described in 700.2. If the number of projects submitted to use Closeout funds, exceeds the Interim Closeout amount, a contingency project list of rank ordered projects may be developed.
 - c. Final Closeout: Final Closeout captures additional funds identified by changes to a project schedule, to the apportionment or appropriations formulas, and notification of redistributed obligation authority (OA) that can add to, or subtract from, the funds available. If additional funds are identified, contingency projects that were identified and rank ordered during Interim Closeout can be funded.

3. *The Transportation Programming Guidebook* will explain the Closeout schedule, due dates, forms, and requirements for project deferrals and project submittals for the Closeout.
4. During the closeout process, the deferred projects and non-obligated federal funds will be considered within each mode as determined by the Regional Transportation Plan (RTP).
5. If a MAG federally funded project is requested to be deferred, the close-out process continues through the mode classification of the project.
6. The modes that are programmed in the RTP to receive federal funds and are in the MAG Federal Fund Program are: Streets/ITS-CMAQ, Streets-STP-MAG, Bicycle/Ped-CMAQ, and Air Quality-CMAQ. The funds (in dollars not percentages) would stay in each mode.
 - a. Example: if Bike Project A, funded by CMAQ, was deferred to a later year, the funds associated with Bike Project A would stay in the Bike/Pedestrian mode.

600. Closeout Process – Deferrals

1. MAG member agencies will complete a Project Deferral/Deletion Form to request a project to be deferred, to delete federal funds from a project, or to delete a federal funded project from the current TIP.
 - a. The *Guidebook* will explain the schedule and forms.
2. For construction and right of way projects, member agencies would be allowed a one time deferral without justification.
 - a. If this project has a design contract underway, the project would be deferred 1 year, if and only if, it had an approved scoping document, project assessment, or DCR from ADOT.
 - b. If there is no design contract underway, the project would be deferred 2 years as it generally takes 2 years to complete the ADOT process.
 - c. If there is a design and clearance work phase for the project, it would be deferred accordingly.
3. For procurement, pre design, design, and planning study projects, member agencies would be allowed a one time deferral without justification.
4. If a project is requesting to be deferred for the second time or more, the sponsoring agency for the project will submit a justification letter explaining why the project should remain in the MAG Federal Fund Program.
 - a. The sponsoring agency for the project will submit a justification letter to MAG with the deferral notification that will be taken through the MAG Committee Process, beginning at TRC.
 - i. If the justification is approved the project would remain in the program.
 - ii. If the justification is not submitted or not approved, the project would be removed from the program.
 - b. MAG will provide either a form, or memo explaining the information for the justification memo in the *Transportation Programming Guidebook*.

700. Closeout Process – Prioritization of Unobligated Federal Funds

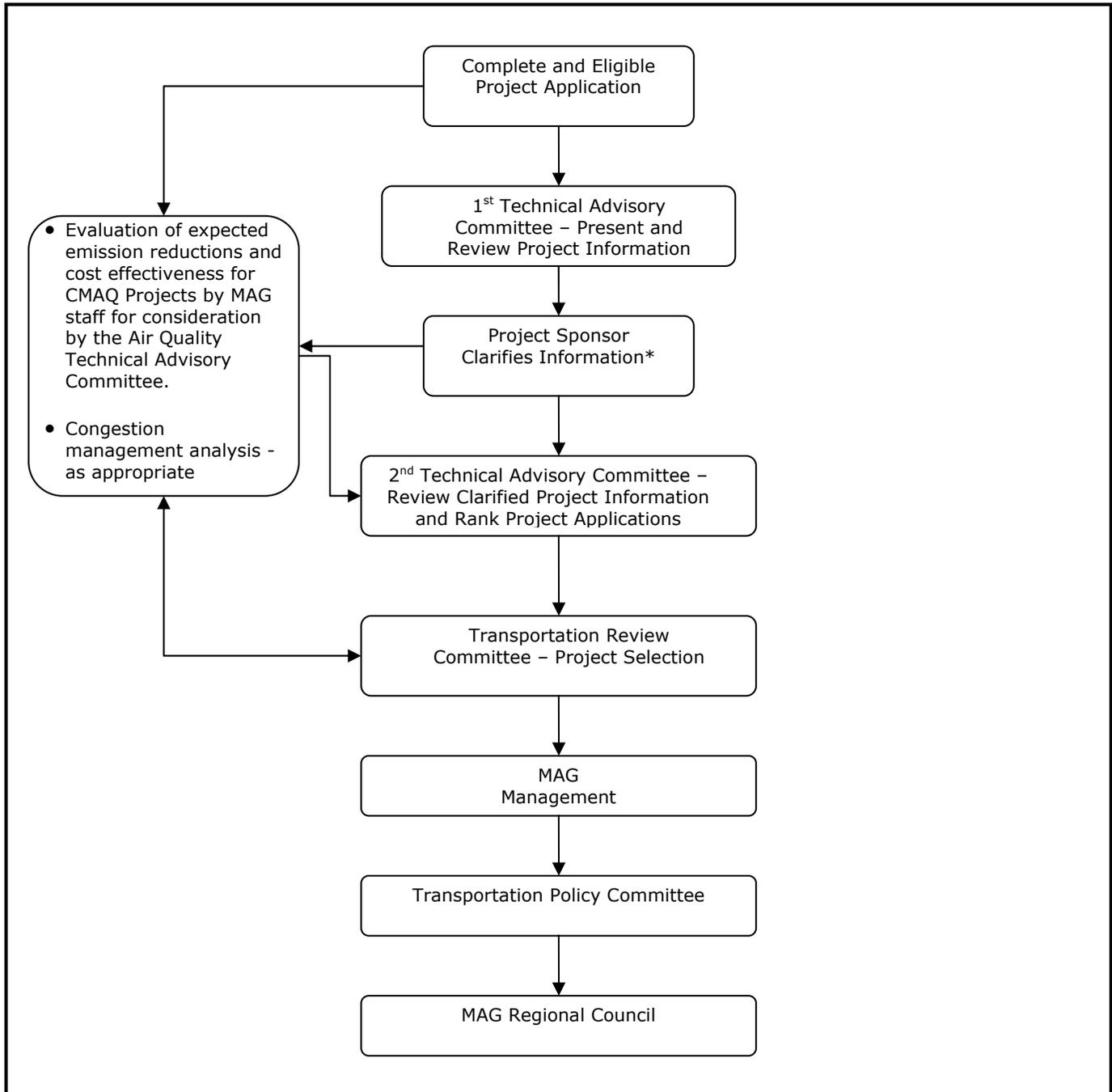
1. MAG member agencies will complete a Closeout Project Submittal or a new project application to submit projects for the use of unobligated Federal funds for the current federal fiscal year.
 - a. The *Guidebook* will explain due dates and forms.
 - b. Forms and/or applications must be submitted before or on the due date and time. Late forms and/or applications will not be accepted.
2. Projects submitted for use of Closeout funds will be selected based on the following three priorities in order:
 - a. Advancing projects (or phases of projects) of the same mode, that are already programmed in the current Transportation Improvement Program (TIP) with MAG federal funds from a future year, in chronological order of the TIP;
 - b. Adding additional federal funds to an existing, unobligated project, up to the originally programmed, federal-aid maximum, or the maximum established by the mode in the RTP, whichever is less.
 - c. New projects
3. Local jurisdictions submitting a project for advancement or additional funds will complete and submit a Closeout Project Submittal Form by the due date for project submittals for Closeout funds.
4. Local jurisdictions submitting a new project for Closeout will complete and submit the most current project application form by the due date for project submittals for Closeout funds.
5. MAG staff will conduct a fiscal analysis to determine if the program can provide additional funds to an existing project (priority 2), and/or fund new projects (priority 3) within the fiscally constrained federal programs in the current TIP.
6. MAG staff will review the projects submitted for Closeout funds with ADOT Local Government Section to ensure that the projects can be obligated before the end of the current federal fiscal year.
7. Once projects are submitted, an evaluation of the expected emissions reductions and cost effectiveness is conducted for all proposed CMAQ funded projects by MAG staff for consideration by the Air Quality Technical Advisory Committee (AQTAC). The proposed projects proceed through the MAG Committee Process for evaluation and prioritization beginning at TRC.

800. Re-distributed Obligation Authority (OA)

1. Re-distributed OA are federal funds in addition to the annual allocation and obligation authority that are distributed to the states. These additional funds are usually distributed at the end of the federal fiscal year. It will be decided through the MAG Committee Process on the Region's priority/priorities for re-distributed OA. The priorities can, but are not limited to, establishing contingency lists of projects for funding. This allows the MAG Committees flexibility to address the needs of the region, which can change over time.
 - a. The priority/priorities for re-distributed OA will be established during the close-out process, which can be funded in the remainder of the current fiscal year.

Figure D-2

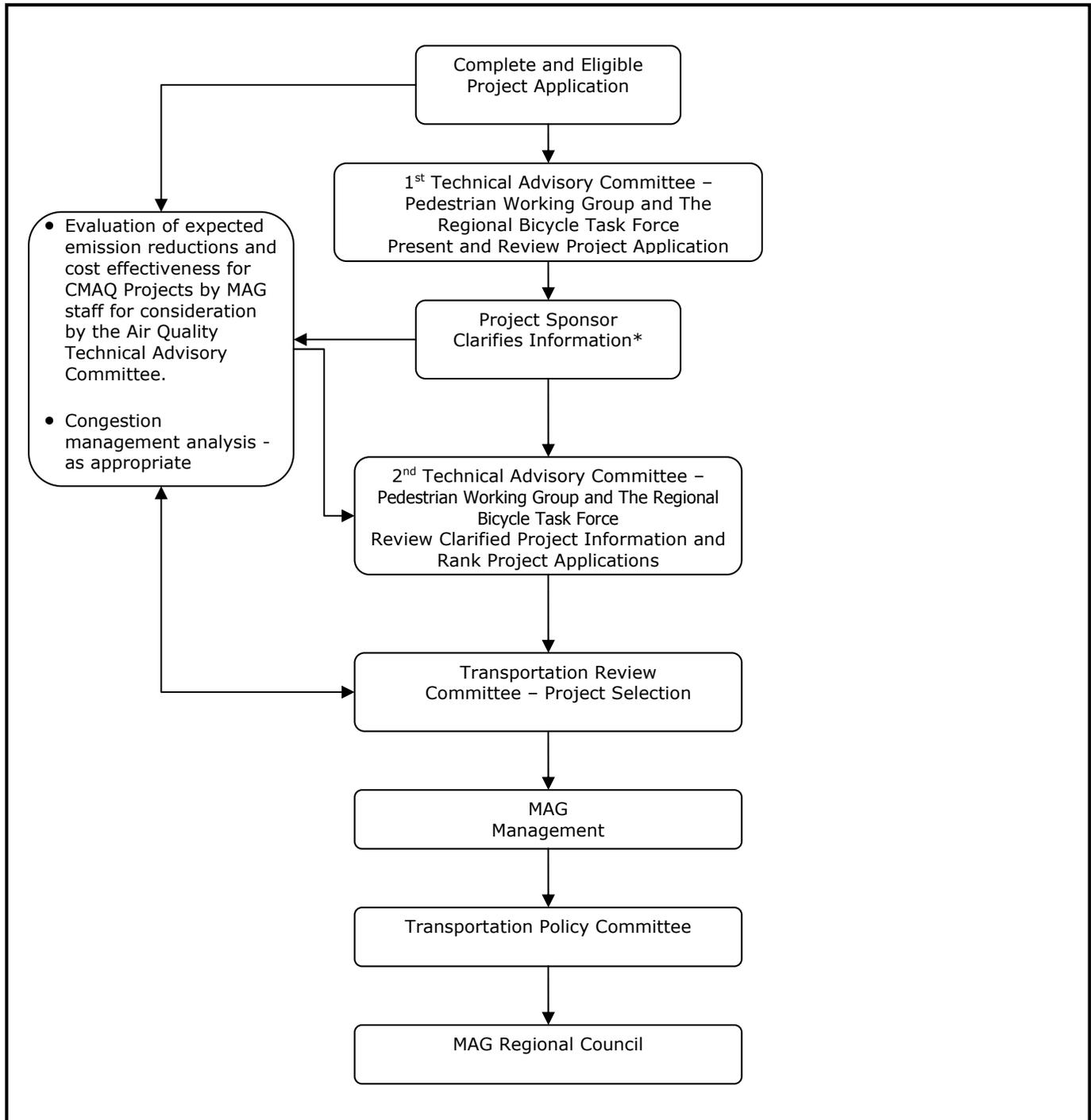
Flowchart – Competitive Project Selection Process for MAG Federal Funds



*If needed

Figure D-3

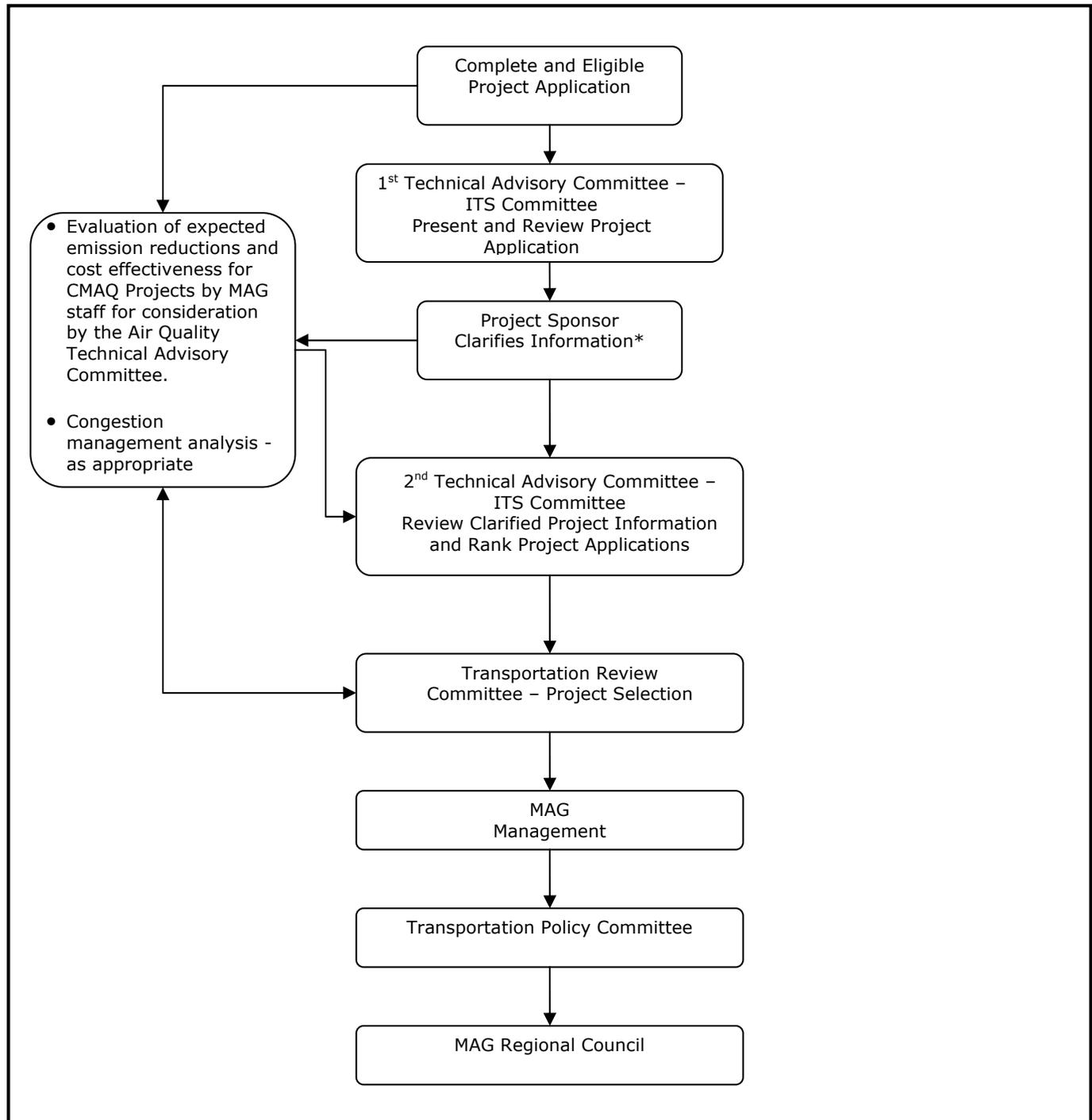
Flowchart – Competitive Project Selection Process for MAG BICYCLE AND PEDESTRIAN PROJECTS



*If needed

Figure D-4

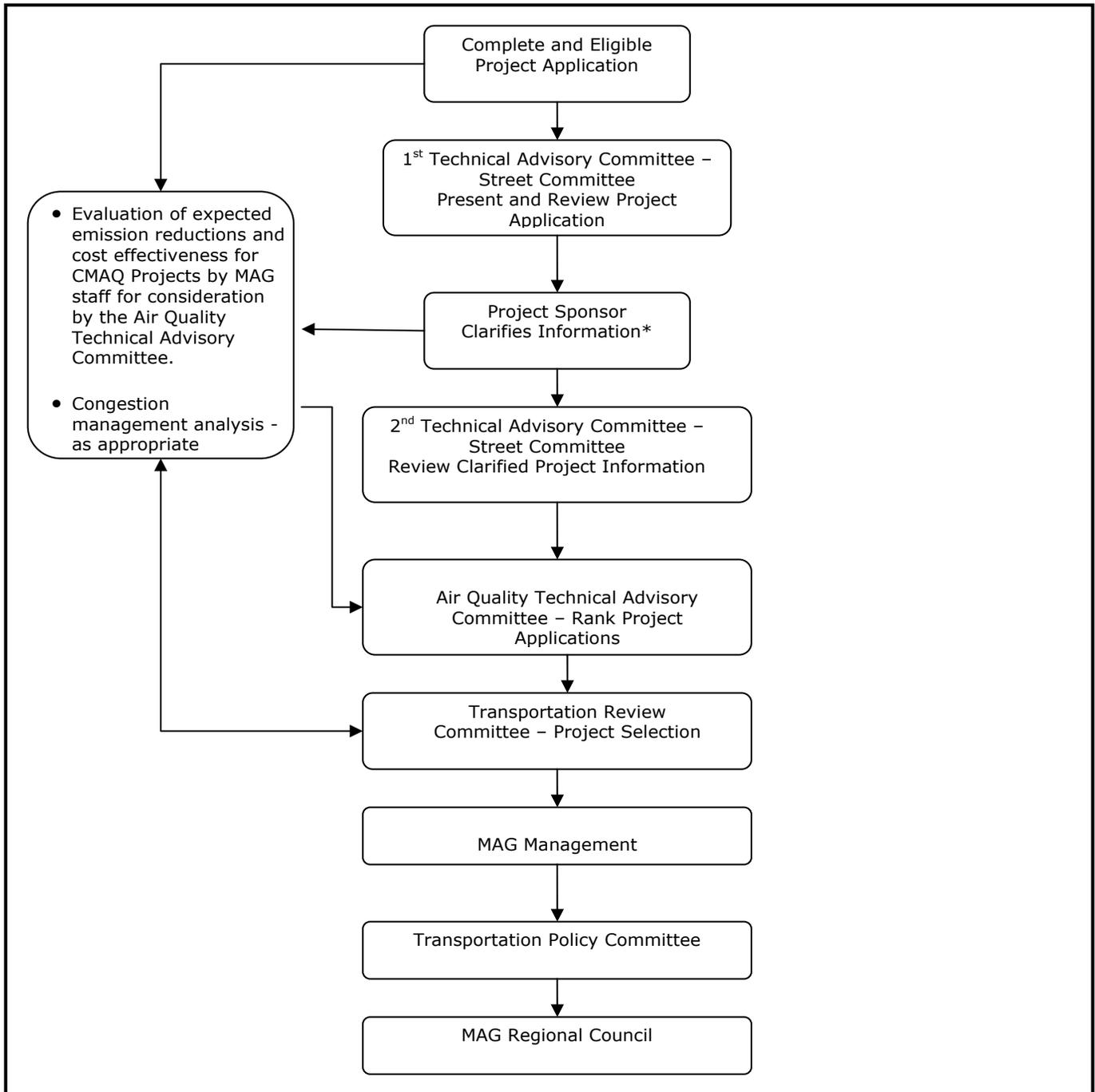
Flowchart – Competitive Project Selection Process for MAG INTELLIGENT TRANSPORTATION SYSTEM (ITS) PROJECTS



*If needed

Figure D-5

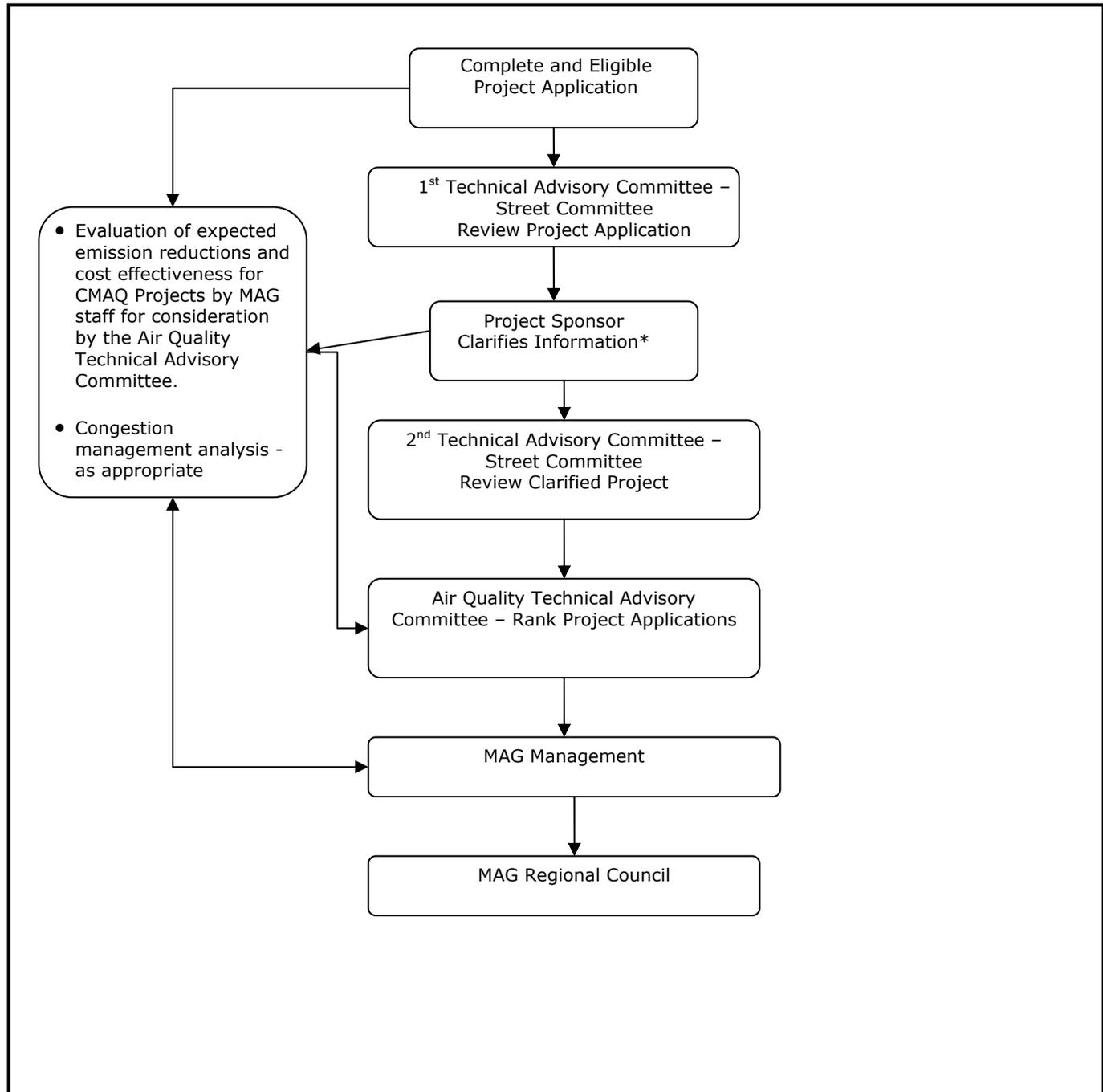
Flowchart – Competitive Project Selection Process for MAG Federal Funds
PAVE UNPAVED ROAD PROJECTS



*If needed

Figure D-6

Flowchart – Competitive Project Selection Process for MAG Federal Funds PM-10 CERTIFIED STREET SWEEPERS



*If needed

Figure D-7

Evaluation Criteria for Bicycle/Shared Use Projects TIP 2014

Project Name (include city): _____
 Member Name (include city): _____

CATEGORY	DESCRIPTION	POINTS POSSIBLE	POINTS EARNED
Transportation Improvement 10%	Project enhances the local and/or regional transportation system	10	
Safety and Convenience Improvements 30%	Project addresses: existing safety concern = 6-10 pts; potential safety concern 0-5 pts	10	
	Types of safety improvements included in project: three or more = 6-10 pts; two = 3-5 pts; one = 0-2 pts	10	
	Types of convenience improvements included in project: three or more = 6-10 pts; two = 3-5 pts; one = 0-2 pts	10	
Linkages 40%	Projects links with: regional facility = 6-8 pts; multi-jurisdictional facility = 4-5 pts; local facility only = 1-3 pts	10	
	Links with one or more activity centers, parks or community, senior, recreation, or adult day care centers within: 1/4 mile = 6-10 pts; 1/2 mile = 3-5 pts; 1 mile = 0-2 pts	10	
	Links with one or more commercial destinations (<i>malls, retail centers, business parks, etc.</i>) or transit (bus/rail route/stops/station) within: 1/4 mile = 6-10 pts; 1/2 mile = 3-5 pts; 1 mile = 0-2 pts	10	
	Links with one or more schools (elementary, middle, or high schools, colleges, or universities) within: 1/4 mile = 6-10 pts; 1/2 mile = 3-5 pts; 1 mile = 0-2 pts	10	
Demographics 10%	Housing density (dwelling units per acre) is: 15+ = 5 pts; 5 - 15 = 2 pts; < 5 = 0 pts	5	
	Project is located within an area with an average income < \$26k/yr: yes = 3 pts; no = 0 pts	3	
	Project is located within an area with higher elderly (age > 60 years) population: 25%+ = 2 pts; < 25% = 0 pts	2	
Policies and Plans 10%	Project is: identified in the General Plan, Council adopted policy, or CIP = 3-5 pts; consistent with general policy/practices = 1-2 pts; not addressed by jurisdiction's plans, policies, or practices = 0 pts	5	
	Jurisdiction has policies for improved bicycle/shared use facilities that are: required = 3-5 pts; recommended = 1-2 pts; not emphasized or do not exist = 0 pts	5	
		TOTAL SCORE	

FOR COMMITTEE DISCUSSION

Highly Recommended	Project consistently exceeds most measured goals of a Bicycle/Shared Use project. It is highly ranked for: safety & convenience; and linkages to identified facilities, destinations and schools are clear and identifiable. The project benefits underserved populations and more densely populated areas. Jurisdictional support is exhibited through existing plans and policies.
Recommended	Project meets most measured goals of a Bicycle/Shared Use project. It demonstrates a minimum commitment to safety and convenience; linkages to facilities, destinations and schools may be identified. The project may benefit underserved populations and somewhat dense populated areas. There may be support for the project in a jurisdiction's existing plans and policies.
Not Recommended	Project does not consistently meet the measured goals of a Bicycle/Shared Use project. Application exhibits deficiencies in most measured areas.



302 North 1st Avenue, Suite 300▲ Phoenix, Arizona 85003
 Phone (602) 254-6300▲ FAX (602) 254-6490
 Email: mag@mag.maricopa.gov▲ Website: www.mag.maricopa.gov

Example - Deferral Notification Form for Closeout
Deferral or Federal Fund Removal Request Form for Federal FY 2010 Closeout

Instructions:

Please complete the form below for a deferral or federal fund removal request. If you are requesting that the project be deferred a second time to a later year in the MAG Transportation Improvement Program (TIP), a justification letter must be submitted as well. Please review the *Deferral Justification Letter Requirements*. A member of the Transportation Review Committee or the Management Committee from your jurisdiction has the authority to transmit the deferral request form for the Federal FY 2010 Closeout.

Please submit the completed form to Stephen Tate, via e-mail: state@mag.maricopa.gov, fax: 602.254.6490, or mail: 302 N. 1st Avenue, Suite #300, Phoenix, AZ 85003. If there are questions, please contact Stephen M. Tate at 602.254.6300. **Please make the best effort to submit this request by April 19, 2010.**

Section A: Contact Information

Name of Agency: *Enter agency name here* **Name of Requestor:** *Enter contact name here*
Telephone: *Enter contact phone number here* **E-mail:** *Enter e-mail address here*

Section B: Project Details

TIP #: *Enter the TIP # here* **Mode:** *Enter Modal Type Here*
TRACS #: *Please enter TRACS# here*
Location: *Enter the location of the project here*
Description of Work: *Enter work description here*

<u>Current Year Programmed</u> <i>Select the year programmed</i>	<u>Current Total Project Costs</u> <i>Enter total cost of the project here</i>	<u>Current Federal Fund Costs</u> <i>Enter the federal cost of the project here</i>	<u>Current Local Costs</u> <i>Enter the local cost of the project here</i>
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Section C: Deferral or Federal Fund Removal Request

- Requesting Project to be Deferred. If checked please provide information for the items below:
 - Please enter the year the project is to be deferred to in the TIP. Not Applicable
 - Please check the following box to indicate whether the project has been deferred from previous TIPs.
 - If the project has been deferred from a previous TIP, please enter the number of times it has been deferred. Not Applicable
 - Please check the following box, if the Lead Agency will be submitting a justification memo.

- Request to remove Federal funds from the project. If the project will be completed, please check the following box and enter the year to be programmed. Not Applicable
- Other: *If box checked, please explain here*



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Example - Project Request Form for Federal FY 2010 Closeout

Instructions:

To submit a project that can utilize federal funds for the Federal FY2010 Closeout, please complete the fields below. Please complete Section B with the project information from the current TIP. Project requests for new projects or requests that result in the change in scope of an existing project in the TIP must complete an addendum for their modal category.. A member of the Transportation Review Committee or the Management Committee from your jurisdiction has the authority to transmit the request for projects for the Federal FY2010 Closeout.

Please submit the completed form plus any required addendums for new projects and projects with scope changes to Stephen Tate, via e-mail: state@mag.maricopa.gov, fax: 602.254.6490, or mail: 302 N. 1st Avenue, Suite #300, Phoenix, AZ 85003. If there are questions, please contact Stephen Tate at 602.254.6300. Project requests for Federal FY 2010 Closeout are due on Monday, April 19, 2010 at noon/12:00 p.m. No late requests will be accepted.

Section A: Contact Information

Name of *Enter agency name here* Agency: Name of *Enter contact name here* Requestor:
 Telephone: *Enter contact phone number here* E-mail: *Enter e-mail address here*

Section B: Project Details

TIP #: *Enter the TIP # here. Enter 'NEW' if the project is not in the TIP.* Mode: *Enter Modal Type Here*
 Location: *Enter the location of the project. If project is already in the TIP, use the location as listed in the TIP.*
 Description of *Enter work description here* Work:

<u>Current Year Programmed</u>	<u>Current Total Project Costs</u>	<u>Current Federal Fund Costs</u>	<u>Current Local Costs</u>
<i>Select the year programmed</i>	<i>Enter total cost of the project here</i>	<i>Enter the federal cost of the project here</i>	<i>Enter the local cost of the project here</i>

Section C: Close Out Category

A New Project Requesting Advancement Other
 Requesting Additional Federal Funds, if yes, what are the Project Costs: [Enter additional federal funds here](#)

New Total Project Costs New Federal Funds New Local Costs
 Enter new total cost here Enter new federal cost here Enter new local cost here

Addendum 1: Intelligent Transportation Systems (ITS) Projects

All applications that result either in the addition of a new ITS project to the TIP or revise the scope of an existing ITS project in the TIP need to provide the following information. This information will be used by MAG air quality staff to calculate a new CMAQ cost effectiveness score for the project.

1. Is this a procurement project that does not cause any ground disturbance? (Yes/No)	Please enter Yes or No
2. What is the total number of intersections impacted by the project?	Please enter the requested information here
3. What is the length of all roadways affected by the improvement? If the project is an area wide project, this would be the sum of the lengths of all affected roadways in the area.	Please enter the requested information here
4. What is the lowest peak hour speed of roadways affected by the project before the improvement?	Please enter the requested information here
5. What is the lowest projected peak hour speed of the affected roadways after the improvement?	Please enter the requested information here
6. Current Average Traffic (ADT)	Please enter the requested information here
7. Please describe methodology used to calculate ADT	Please enter the requested information here
8. Please explain the vehicle hours of delay reduced on an average weekday from the proposed project? (if this is not available, please indicate n/a)	Please enter the requested information here

Addendum 2: Bicycle and Shared Use Projects

All applications that result either in the addition of a new Bicycle/Shared Use project to the TIP or revise the scope of an existing Bicycle/Shared Use project in the TIP need to provide the following information. This information will be used by MAG air quality staff to calculate a new CMAQ cost effectiveness score for the project.

1. What is the type of bicycle project? (Check all that apply)	<input type="checkbox"/> Bicycle lane (4' min. w/o curb/gutter) <input type="checkbox"/> Bicycle lane (5' min. with curb/gutter) <input type="checkbox"/> Multi-use path (10' min.) <input type="checkbox"/> Bridge (overpass) <input type="checkbox"/> Tunnel (underpass) <input type="checkbox"/> Paved shoulders (5' min.) <input type="checkbox"/> Signalized crossing <input type="checkbox"/> Signalized midblock crossing/HAWK <input type="checkbox"/> Mid-block crossing w/ pedestrian refuge <input type="checkbox"/> Other: Please Describe here if applicable
2. Length (Miles) of project	Please enter length here
3. Current Average Daily Traffic (ADT)	Please enter ADT here
4. Total length of facilities connected (in miles) by the project	Please enter length here
5. Activity centers (parks, libraries, senior centers, recreational centers, etc.) this project will benefit:	<p>Within 1/4 mile. Please List: Please enter activity centers here</p> <p>Between 1/4 and 1/2 mile. Please List: Please enter activity centers here</p> <p>Between 1/2 and 1 mile. Please List: Please enter activity centers here</p>
6. Commercial destinations (malls, retail centers, business parks, etc.) and transit services (bus/rail routes, stops, and stations) this project will benefit:	<p>Within 1/4 mile. Please List: Please enter activity centers here</p> <p>Between 1/4 and 1/2 mile. Please List: Please enter activity centers here</p> <p>Between 1/2 and 1 mile. Please List: Please enter activity centers here</p>
7. Schools (public elementary, middle, and high schools, colleges, and universities) this project will benefit:	<p>Within 1/4 mile. Please List: Please enter activity centers here</p> <p>Between 1/4 and 1/2 mile. Please List: Please enter activity centers here</p> <p>Between 1/2 and 1 mile. Please List: Please enter activity centers here</p>

Addendum 3: Pedestrian Projects

All applications that result either in the addition of a new Bicycle/Shared Use project to the TIP or revise the scope of an existing Bicycle/Shared Use project in the TIP need to provide the following information. This information will be used by MAG air quality staff to calculate a new CMAQ cost effectiveness score for the project.

1. What is the type of pedestrian project? (Check all that apply)	<input type="checkbox"/> Sidewalk (5' min.) <input type="checkbox"/> Wide sidewalk (8' min.) <input type="checkbox"/> Multi-use path (10' min.) <input type="checkbox"/> Detached sidewalk (4' min. buffer) <input type="checkbox"/> Bridge (overpass) <input type="checkbox"/> Tunnel (underpass) <input type="checkbox"/> Signalized crossing <input type="checkbox"/> Mid-block crossing w/ pedestrian refuge <input type="checkbox"/> Other: Please Describe here if applicable
2. Length (Miles) of project	Please enter length here
3. Current Average Daily Traffic (ADT)	Please enter ADT here
4. Total length of facilities connected (in miles) by the project	Please enter length here
5. Activity centers (parks, libraries, senior centers, recreational centers, etc.) this project will benefit:	<p>Within 1/4 mile. Please List: Please enter activity centers here</p> <p>Between 1/4 and 1/2 mile. Please List: Please enter activity centers here</p> <p>Between 1/2 and 1 mile. Please List: Please enter activity centers here</p>
6. Commercial destinations (malls, retail centers, business parks, etc.) and transit services (bus/rail routes, stops, and stations) this project will benefit:	<p>Within 1/4 mile. Please List: Please enter activity centers here</p> <p>Between 1/4 and 1/2 mile. Please List: Please enter activity centers here</p> <p>Between 1/2 and 1 mile. Please List: Please enter activity centers here</p>
7. Schools (public elementary, middle, and high schools, colleges, and universities) this project will benefit:	<p>Within 1/4 mile. Please List: Please enter activity centers here</p> <p>Between 1/4 and 1/2 mile. Please List: Please enter activity centers here</p> <p>Between 1/2 and 1 mile. Please List: Please enter activity centers here</p>

Addendum 4: PM-10 Paving Projects

All applications that result either in the addition of a new PM-10 Paving project to the TIP or revise the scope of an existing PM-10 Paving project in the TIP need to provide the following information. This information will be used by MAG air quality staff to calculate a new CMAQ cost effectiveness score for the project.

<p>1. What is the type of paving project? (Check all that apply)</p>	<p><input type="checkbox"/> Rural Road</p> <p><input type="checkbox"/> Urban Road</p> <p><input type="checkbox"/> Subdivision Street</p> <p><input type="checkbox"/> Alley</p> <p><input type="checkbox"/> Shoulders</p> <p><input type="checkbox"/> Others:</p> <p>Please Describe here if applicable</p>
<p>2. Please describe the current surface condition of the shoulder, alley or road segment to be paved:</p>	<p>Please enter current surface condition description here</p>
<p>3. Length (Miles) of project</p>	<p>Please enter length here</p>
<p>4. Curb Miles: Miles of shoulders or curbs to be paved by direction (e.g. if discontinuous shoulder sections on both sides of the roadway are to be paved, enter the combined distance of shoulders to be paved).</p>	<p>Please enter Curb Miles here</p>
<p>5. Current Average Daily Traffic (ADT)</p>	<p>Please enter ADT here</p>
<p>6. Proximity of the segment to nearest PM-10 air quality monitor: (Indicate miles)</p>	<p>Please enter distance in miles here</p>



**302 N. 1st Avenue, Phoenix, Arizona 85003
602-254-6300 [www. mag.maricopa.gov](http://www.mag.maricopa.gov)**