



FEDERAL PROGRAM GUIDANCE

JUNE 2023



Table of Contents

- I. Introduction/How to Use this Document..... 2
- II. Overview of Programs 5
 - A. Background of SPC Competitive Transportation Programs..... 5
 - 1. Congestion Mitigation & Air Quality Improvement Program (CMAQ) 5
 - 2. Carbon Reduction Program (CRP) 5
 - 3. Transportation Alternatives Set-Aside (TASA) 5
 - 4. Smart Transportation for Livable Communities (STLC)..... 6
 - B. Overview of Sponsor Eligibility 7
 - 1. Sponsor Eligibility 7
 - C. Overview of Program Objectives and General Project Eligibility 7
 - 1. CMAQ 7
 - 2. CRP 7
 - 3. TASA 8
 - 4. STLC 8
 - D. Project Eligibility* 8
 - E. Overview of Funding Match and Minimum/Maximum Requirements 9
 - 1. Local Match Funding Requirements 9
 - 2. Minimum and Maximum Award Amounts 9
 - F. Overview of Application Process 9
 - G. Overview of the Project Evaluation Process & Selection Committee Make-up..... 11
 - 1. SPC Federal Competitive Programs Selection Committee..... 11
- III. Importance of Deliverability/Project Readiness..... 13
- IV. Appendices..... 17
 - A. Detailed Individual Program Guidance:
 - 1. CMAQ & CRP Program Guidance
 - 2. TASA Guidance
 - 3. STLC Guidance
 - B. 2023 Pre-Application
 - C. Links to FHWA Guidance, PennDOT Pubs, and Additional Info

I. Introduction/How to Use this Document

This document has been prepared to guide sponsors of candidate projects through the Southwestern Pennsylvania Commission's (SPC) competitive application process for the Congestion Mitigation and Air Quality Improvement (CMAQ) Program, the Carbon Reduction Program (CRP), the Transportation Alternatives Set-Aside (TASA) Program, and the Smart Transportation for Livable Communities (STLC) Program.

SPC is the federally mandated Metropolitan Planning Organization (MPO) for the Southwestern Pennsylvania region, which encompasses the counties of Allegheny, Armstrong, Beaver, Butler, Fayette, Greene, Indiana, Lawrence, Washington, and Westmoreland. SPC receives federal funds for the CMAQ, CRP, TASA and STLC programs to be used for projects that meet applicable state and federal guidelines, eligibility, and regulations.

This combined guidance will help potential sponsors make informed decisions about their eligibility and maximize funding opportunities for communities seeking to invest in and expand transportation choices beyond traditional highway programs.

Chapter II of this guidance provides an overview that is intended to help sponsors understand and compare the programs' objectives/requirements, sponsor eligibility, eligible activities, the application processes, project selection processes, and required funding commitments.

Chapter III of this guidance provides a discussion of the importance of project readiness and project deliverability that applies to all four programs.

The appendices include the detailed program guidance specific and regulatory requirements pertaining to each of the programs. Due to the similarity of the programs the CMAQ and CMP are both contained in a single guidance in **Appendix A1**.

The flowchart in **Figure 1** provides an overview of the CMAQ/CRP/TASA process, which will be further described in this guide. **Figure 2** provides an overview of the STLC program process. Perspective applicants to the CMAQ/CRP/TASA programs should monitor SPC's website and social media for announcements regarding the opening of these programs. Downloading, completing, and submitting the SPC Federal Programs Pre-Application is the first step in the process. Following this submission, SPC will supply the applicant with the appropriate detailed application forms for their project. Once these forms are submitted, they will be reviewed, evaluated, and ranked by SPC staff. SPC staff will provide the results of the evaluation and ranking to the SPC Federal Competitive Projects Selection Committee. This committee will recommend potential Federal projects to SPC's Transportation Technical Committee and Executive Committee for their approval.

Figure 1

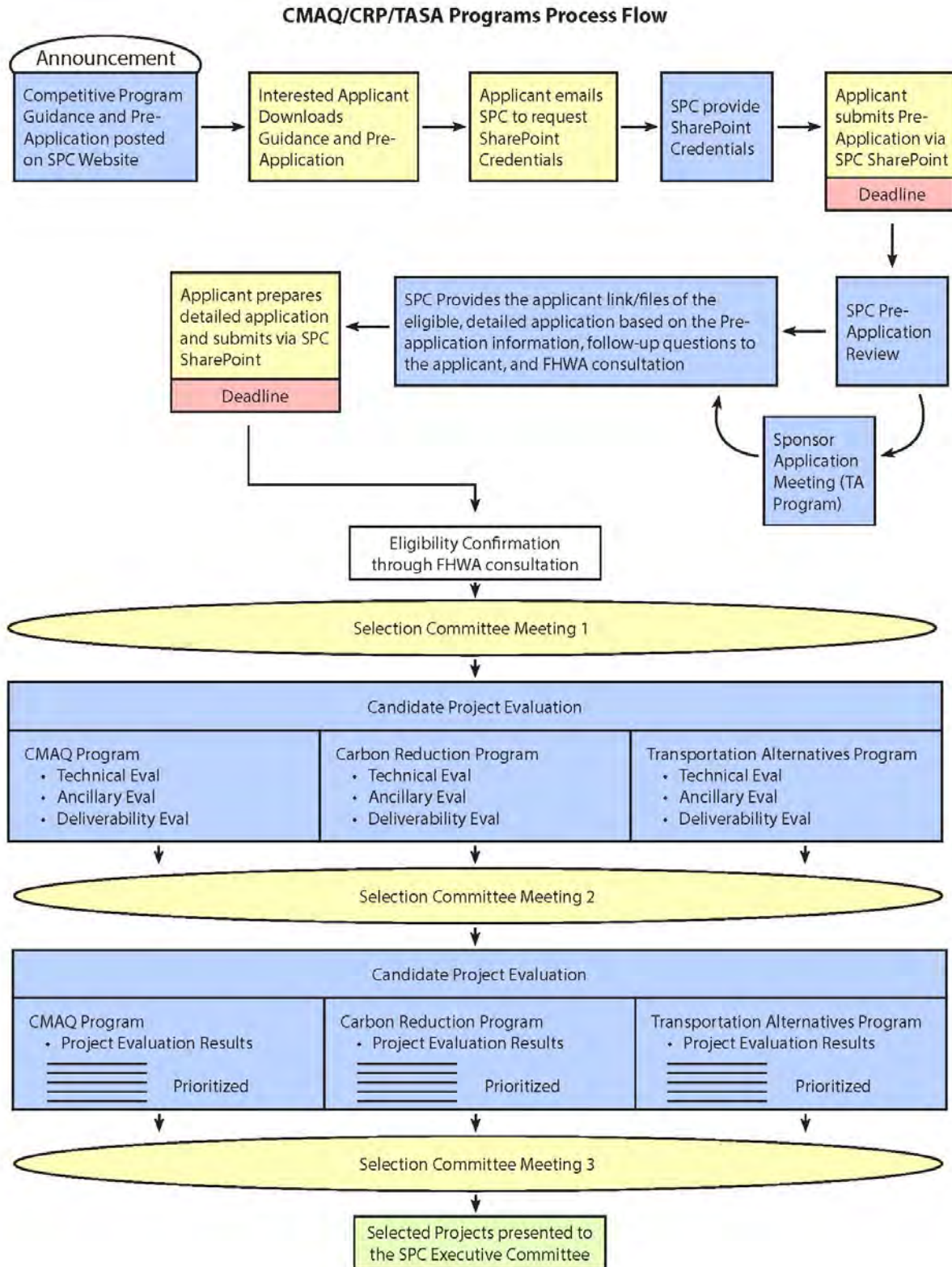
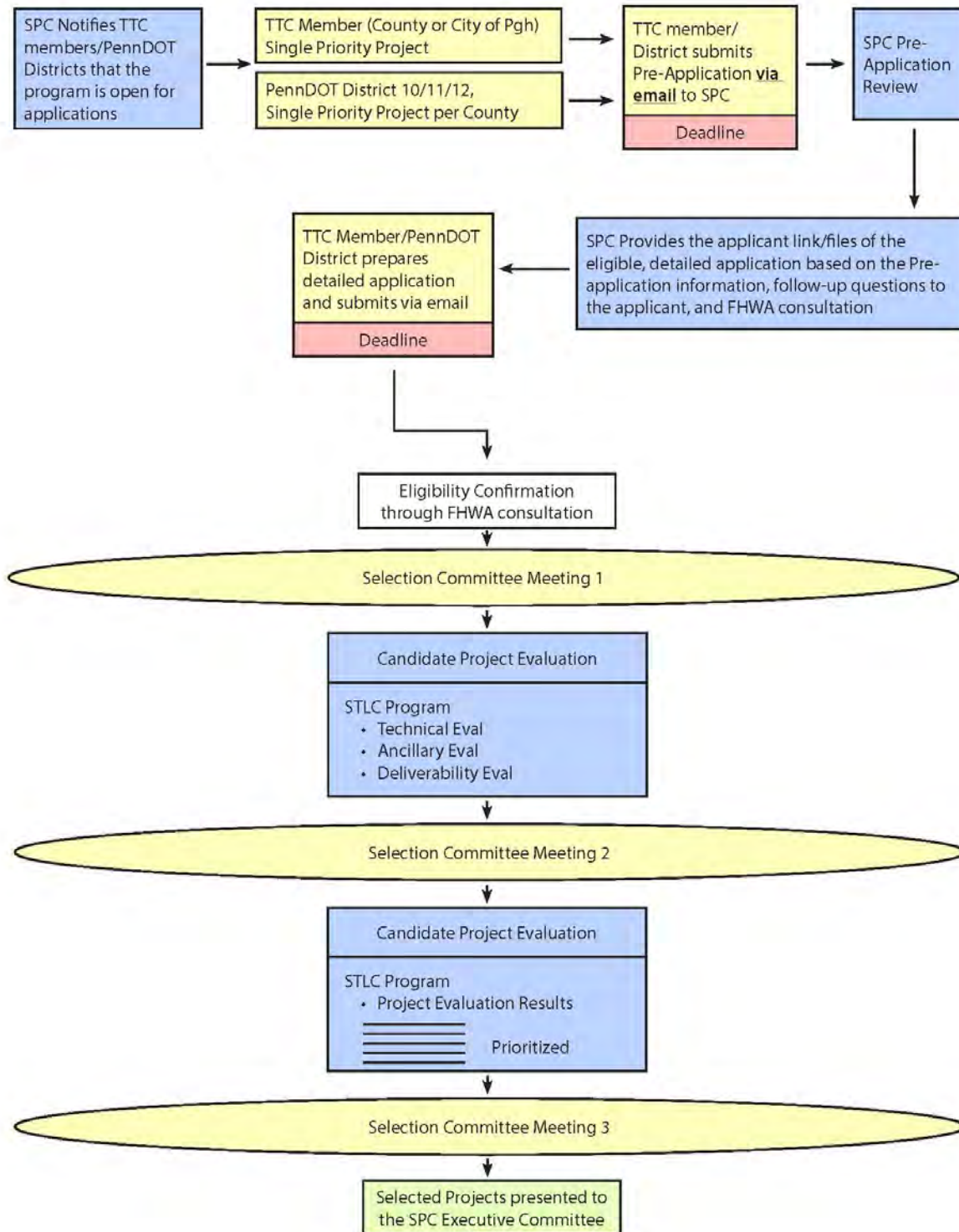


Figure 2

SPC Smart Transportation Program Process Flow



II. Overview of Programs

Each Transportation Improvement Program (TIP) cycle, and dependent upon availability of funds, SPC solicits project proposals for four competitive programs funded through the Federal Highway Administration:

- CMAQ – funds for transportation projects that improve air quality,
- CRP – funds for projects that reduce transportation emissions and include carbon reduction strategies,
- TASA – funds for transportation projects like pedestrian and bicycle facilities, trails, safe routes to school, etc. and,
- STLC – funds for projects that improve livability in a community through transportation projects that link improvements with land use development strategies.

A. Background of SPC Competitive Transportation Programs

1. Congestion Mitigation & Air Quality Improvement Program (CMAQ)

The federal CMAQ program provides funds for transportation projects and programs that will contribute to attainment or maintenance of the [national ambient air quality standards \(NAAQS\)](#) for ozone, carbon monoxide (CO), and particulate matter (PM).

The CMAQ program supports two important goals of the United States Department of Transportation: improving air quality and relieving congestion. It is SPC policy to program projects on the Transportation Improvement Program (TIP) for CMAQ funding that provide the best air quality benefit for the investment, consistent with [Federal Highway Administration \(FHWA\) CMAQ Program Guidance](#) (Final Program Guidance, The Congestion Mitigation and Air Quality [CMAQ] Improvement Program under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, FHWA, October, 2008; and Congestion Mitigation and Air Quality [CMAQ] Program Interim Guidance: MAP-21 – Moving Ahead for Progress in the 21st Century, FHWA, November 12, 2013) and changes stipulated as part of the [Bipartisan Infrastructure Law \(BIL\)](#). Projects selected for CMAQ funding are also expected to be consistent with the policies set forth in SPC’s adopted Long-Range Transportation Plan (Smart Moves for a Changing Region, June 2019 and July 2023). Please see **Appendix A1** for *SPC’s Program Guidance and Procedures: Congestion Mitigation and Air Quality Improvement and the Carbon Reduction Program*.

2. Carbon Reduction Program (CRP)

The purpose of the CRP is to reduce transportation emissions through the development of State carbon reduction strategies and by funding projects designed to reduce transportation emissions (See 23 U.S.C. 175 as established by the Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58, also known as the “[Bipartisan Infrastructure Law](#)” (BIL)) (BIL § 11403). Statewide guidance is currently being developed. Please see **Appendix A1** for *SPC’s Program Guidance and Procedures: Congestion Mitigation and Air Quality Improvement and the Carbon Reduction Program* and the *Federal Carbon Reduction Program (CRP) Implementation Guidance*.

3. Transportation Alternatives Set-Aside (TASA)

TASA provides funding for a variety of transportation projects such as pedestrian and bicycle facilities; construction of turnouts, overlooks, and viewing areas; community improvements such as historic preservation and vegetation management; environmental mitigation related to stormwater and habitat connectivity;

recreational trails; safe routes to school projects; and vulnerable road user safety assessments. With its eligibilities including bicycle and pedestrian facilities, safe routes to school projects, and vulnerable road user safety assessments, TASA is a key program for helping States build Complete Streets that are safe for all users and achieve safe, connected, and equitable on-and off-road networks. Note that TASA includes both a [state grant program](#) (administered by the Pennsylvania Department of Transportation (PennDOT)) and this, separate, SPC administered TASA program.

[Federal Implementation Guidance](#) as revised by the Infrastructure Investment and Jobs Act is dated March 30, 2022. Also Please see **Appendix A2** for *SPC's Program Guidance and Procedures: Transportation Alternatives Set-Aside Program*.

4. Smart Transportation for Livable Communities (STLC)

SPC's STLC program is designed to encourage sponsors to plan and implement projects that link transportation improvements with appropriate land use development strategies. These projects should aim to support the creation of sustainable, livable and equitable communities consistent with the goals of the region's adopted Long-Range Transportation Plan ([Smart Moves for a Changing Region](#)). These goals include:

- **Connected mobility:** A world-class, safe and well maintained, integrated transportation system that provides mobility for all.
- **Resilient communities:** The revitalization of our communities will make us a magnet for new investment. Intensive investments in connectivity, walkable neighborhoods, and green infrastructure will attract businesses and residents to newer and older communities alike.
- **Globally competitive economy:** Strategic infrastructure investments and workforce training will make the region recognized as a global leader in technology and innovation.

In addition, the projects considered for funding should advance and promote the Regional Smart Transportation Themes. Please see **Appendix A3** for *SPC's Program Guidance and Procedures: Smart Transportation for Livable Communities (STLC) Program*.

B. Overview of Sponsor Eligibility

State and local government and transportation agencies located within SPC’s MPO boundary — which encompasses the counties of Allegheny, Armstrong, Beaver, Butler, Fayette, Greene, Indiana, Lawrence, Washington, and Westmoreland — may submit transportation projects for consideration. Interested nonprofit entities, school districts and other nongovernmental agencies should contact SPC regarding their eligibility under these programs.

1. Sponsor Eligibility

	CMAQ	CRP	TASA	STLC
<i>Local Government</i>	✓	✓	✓	✓
<i>Regional Transportation Authorities</i>		✓	✓	
<i>Transportation Management Associations</i>	✓	✓		✓
<i>Public Transit Agencies</i>	✓	✓	✓	✓
<i>Port Authorities</i>	✓	✓		
<i>State Agencies</i>	✓	✓		
<i>Natural Resource/Public Land Agencies</i>		✓	✓	
<i>School Districts, Education Agencies, Schools</i>		✓	✓	✓
<i>Tribal Governments</i>		✓	✓	
<i>County Recreational Trails Authorities</i>		✓	✓	
<i>County Recreational Authorities</i>		✓	✓	
<i>Urban Redevelopment Authorities</i>			✓	
<i>Non-profits</i>	○	○	○	
<i>Private Sector</i>	○			

✓ – Eligible

○ – Eligible when partnered with eligible entity (see detailed program guidance in the appendix)

C. Overview of Program Objectives and General Project Eligibility

1. CMAQ

To be eligible for CMAQ funds a project must be a transportation project consistent with the region's adopted Long-Range Transportation Plan (Smart Moves for a Changing Region), be located in an [air quality nonattainment or maintenance area](#) and have demonstrated air quality benefits.

The federal CMAQ program provides funds for transportation projects that ease congestion and contribute to the attainment and maintenance of air quality standards for ozone, carbon monoxide and particulate matter. The program emphasizes cost effective emission reduction and congestion mitigation activities. As mentioned, it is SPC’s policy to program CMAQ projects on the TIP that provide the best air quality benefit for the investment while supporting two important goals of the United States Department of Transportation: improve air quality and relieve congestion.

2. CRP

CRP funding may be used on a wide range of projects that support the reduction of transportation emissions. Projects must be identified in the Statewide Transportation Improvement Program (STIP)/Transportation Improvement Program (TIP) and be consistent with the [Long-Range Statewide Transportation Plan](#) and region's adopted Long-Range Transportation Plan ([Smart Moves for a Changing Region](#)).

3. TASA

TASA provides funds to construct pedestrian and bicycle facilities, improve access to public transportation, create safe routes to school, preserve historic transportation structures, provide environmental mitigation, and create trail projects that serve a transportation purpose, while promoting safety and mobility. As noted, PennDOT administers and accepts applications for the statewide TASA funds, while SPC’s TASA program covers funds specifically available for projects in the SPC region.

4. STLC

Projects considered for STLC funding should advance and promote the following Regional Smart Transportation Themes.

- **Linking transportation investments and land use planning:** The applicant should demonstrate the linkage or integration of transportation investments with compatible and complimentary land use development patterns.
- **Supports community goals:** The applicant should demonstrate how the project supports long-term community goals. This goes beyond consistency with adopted plans. For example, is the project consistent with and complimentary to other recent projects taken on by the community? Is it a part of a larger community initiative?
- **Multimodal and Transportation Demand Management:** The applicant should demonstrate how the project enhances, integrates, and benefits all modes of transportation as well as providing modal choices to the community with emphasis on alternatives to single occupant vehicle travel.
- **Partnering:** The applicant should demonstrate partnerships. Potential partnering entities include municipalities, counties, transit agencies, educational institutions, Transportation Management Associations, nonprofit agencies, other public bodies and/or private entities.
- **Safety:** The applicant should demonstrate that the overall investment improves safety, such as reducing conflicts, reducing unprotected left turns, improving safety for bicyclists and pedestrians, etc.
- **Sustainability:** The applicant should demonstrate how the project fosters health and vitality, preserves the environment, and promotes equity among all residents of the community. The applicant should also demonstrate how the project has the potential to reduce transportation costs for its users and the community.

D. Project Eligibility*

	CMAQ	CRP	TASA	STLC
<i>Alternative Fuel Vehicles & Technology</i>	✓	✓		
<i>Archaeological Activities</i>			✓	
<i>Bicycle/Pedestrian Education</i>	✓		✓	
<i>Bicycle/Pedestrian Improvements</i>	✓	✓	✓	✓
<i>Construction of Turnouts, Overlooks, Viewing Areas</i>			✓	
<i>Corridor Management/Congestion Reduction</i>	✓	✓		✓
<i>Diesel Emissions Reduction</i>	✓	✓		
<i>Electric Vehicle Charging Stations</i>	✓	✓		✓
<i>Historic Preservation, Transportation Facility Rehab</i>			✓	
<i>Intermodal/ Transit Oriented Development</i>				✓
<i>ITS Project</i>		✓		

Land Use & Transportation Linkage				✓
Outdoor Advertising Management			✓	
Planning & Redevelopment				✓
Railway Corridor Trail Conversions			✓	
Road/Intersection/Network Improvements	✓	✓		✓
Safe Routes to School			✓	✓
Stormwater Management			✓	
Streetscapes/Traffic Calming			✓	✓
Traffic Flow Improvements	✓	✓		
Traffic Monitoring and Management		✓		
Transit Improvements/Transit Programs	✓	✓		
Transportation Demand Management	✓	✓		✓
Vegetation Management			✓	
Wildlife Mortality Mitigation			✓	
Other	✓	✓	✓	✓

*Not a comprehensive list of all eligible projects. Some projects may need a case-by-case review.

E. Overview of Funding Match and Minimum/Maximum Requirements

1. Local Match Funding Requirements

CMAQ	CRP	TASA	STLC
20% Minimum per phase	20% typically per phase	20% typically 100% federal for construction. Pre-construction 100% local*	20% minimum per phase

*See Transportation Alternatives guidance for complete funding match requirements

2. Minimum and Maximum Award Amounts

CMAQ	CRP	TASA	STLC
No limits.	No limits.	Construction (Min. \$50,000 for non-infrastructure* and \$200,000 for infrastructure) and (Max. \$1,500,000)	Planning & Design (Max \$250,000 in Federal Funds) Construction (Max \$1,000,000 – including construction inspection)

*Min. award may be reviewed on a case-by-case basis

F. Overview of Application Process

A complete candidate project application will consist of several components. These include:

- SPC 2023 Federal Funding Pre-Application Form (required for all projects),
- Candidate Project Detailed Application Form(s) (required for all projects),
- Project Delivery Checklist Form,
- Additional Information forms (as many as needed to fully describe the project), and
- Supporting information (maps, drawings, photographs, reports, etc.).

Project sponsors should download the required pre-application form from the SPC website, enter appropriate information about the candidate project and follow the described submittal process. If supporting information is part of the project application package, the project sponsor should identify each piece of supporting information on an Additional Information form. The application form is interactive and completed forms must be saved as interactive files. Handwritten paper copies, or electronic copies without the interactive features cannot be accepted. All fields in the SPC 2023 Federal Funding Pre-Application form are required to be completed.

Completed forms and all supporting documents must be submitted electronically. Electronic submissions of all application material are required via SPC’s SharePoint site. The applicant for the proposed project will be responsible for uploading the preapplication and final application zip files to a secure folder on SPC’s SharePoint site. The SPC SharePoint site requires a username and password. The project sponsor contact must contact gshermeto@spcregion.org to indicate intent to submit a regional pre-application to obtain a temporary username and password.

The applicant will be provided with a secure folder in which the application zip files are to be uploaded prior to the submission deadlines. Any technical difficulties using SPC’s SharePoint site should be directed to Greg Shermeto at the email address listed above.

Please see the SPC Competitive Program Process Flow Chart, **Figure 1**. Milestones for the STLC program are to be determined.

Table 1 – CMAQ/CRP/TASA Federal Program Milestones

Important Milestone dates for the 2025-2028 TIP	
May TTC Meeting	Process Update
June 1, 2023	Program Guidance finalized
June 2023	Application period opens
June 20, 2023	Application and Project Delivery Webinar
July 17, 2023	Pre-application due (Also State TASA)
By July 31, 2023	SPC provides detailed application information to applicant
September TTC Meeting	Status Update
September 15, 2023	Detailed Application period closes (Also State TASA)
October – November	Application review and technical scoring by SPC staff
October - November	Deliverability evaluation by deliverability evaluation committee.
October – November (TBD) Selection Committee Mtgs 1 & 2	Candidate project applications review, technical scoring review, deliverability review,
Late November (TBD) Selection Committee Mtg 3	Project technical and deliverability scoring discussed and finalized. Project selection recommendations made.
December TTC Meeting	Projects recommended by TTC as part of pre-draft 2025 TIP
December SPC Executive Committee Meeting	Projects approved as part of pre-draft 2025 TIP

G. Overview of the Project Evaluation Process & Selection Committee Make-up

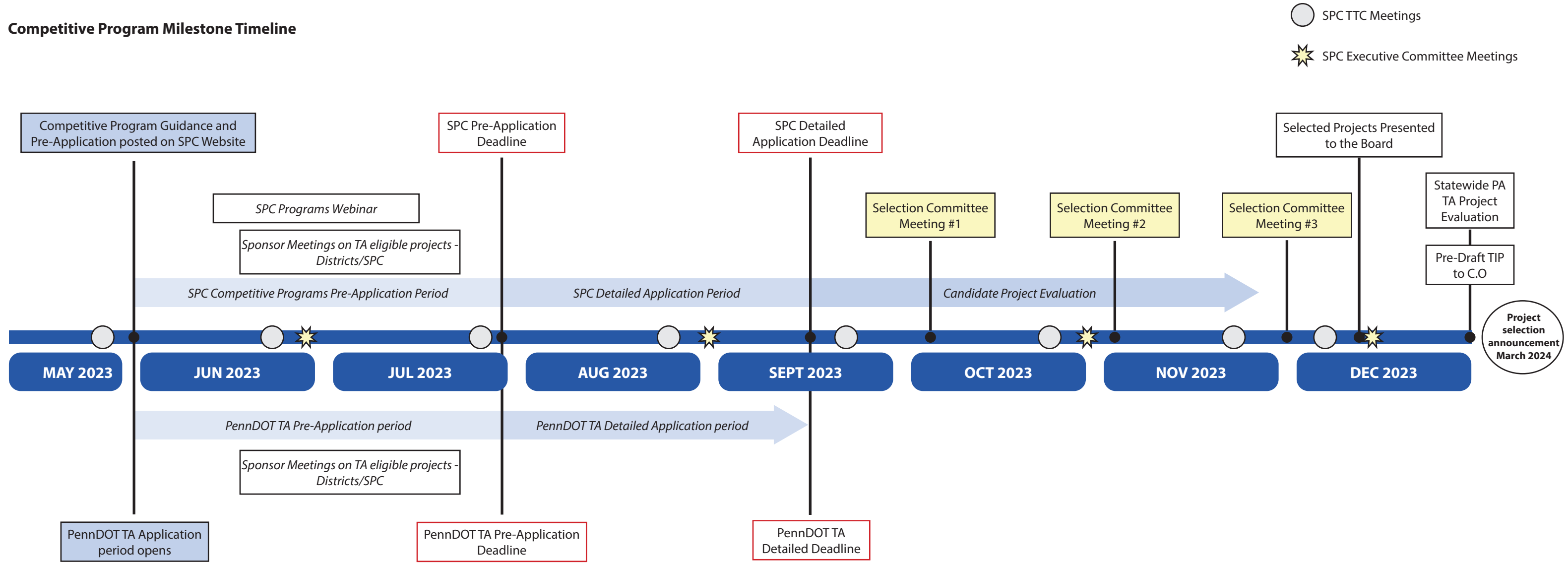
1. SPC Federal Competitive Programs Selection Committee

The SPC Federal Competitive Programs Selection Committee (see **Table 2**) will be convened in October 2023. It will assist in prioritizing the candidate projects for Federal funding on the 2025-2028 TIP, reporting their findings, and making recommendations to SPC's Transportation Technical Committee (TTC), which will ultimately recommend the final Federal SPC federally funded projects for inclusion on the TIP. Membership of the committee is designed to be a balanced and diverse representation of the SPC committees and air quality planning partners. The SPC Federal Competitive Programs Selection Committee will review the candidate projects based on the air quality technical analysis (if required), the ancillary selection factor ratings that will be completed by SPC staff, and the evaluation of deliverability/project readiness that will be completed by a separate nonpartisan deliverability committee¹. Recommendations will be developed by early December 2023. These recommendations will be presented to SPC's TTC and others, as appropriate, in December prior to presentation to SPC's Executive Committee at its December meeting. **Figure 3** presents a graphical overview of the application submission and review timeline.

¹ More information on the deliverability committee and their role is discussed in Section III.

Figure 3

Competitive Program Milestone Timeline



PennDOT TA Milestone Timeline

Table 2- 2025-2028 TIP – Federal Competitive Programs Selection Committee

Interest Group	Number from Group	Representing	Other Criteria
Planners	11	10 SPC counties and the City of Pittsburgh	1 per SPC Member County/City of Pittsburgh
PennDOT Districts	3	PennDOT Districts 10, 11 & 12	1 per local PennDOT District
Transit	3	Transit Operators	1 each - urban, small urban, rural
PennDOT Central Office	2	PennDOT Central Office	Select from: Center for Program Development and Management, Bureau of Design and Delivery, Bureau of Public Transportation
TMA	1	Transportation Management Associations	1 of ACTA, OTMA <u>or</u> PDP
Air Quality Agency	1	Air Quality Regulatory Agency	PADEP <u>or</u> Allegheny County Health Department
Active Transportation	1	Active Transportation Organizations	Bike PGH <u>or</u> another organization TBD
Freight	1	Freight Organization	Port of Pittsburgh Commission
Resource Agencies			
Federal Highway Administration – Pennsylvania Division Federal Transit Administration – Region III PennDOT – Bureau of Rail, Freight, Ports, and Waterways SPC – CMAQ Program Staff			

May 2023

III. Importance of Deliverability/Project Readiness

Project readiness and ease of deliverability of potential CMAQ, CRP, TASA and STLC projects are essential to maximize federal funding opportunities for the region, as all federal funds and programs have a deliverability timeframe that must be met or funding could be lost.

Readiness and deliverability evaluation criteria were established that will be used to review and evaluate project applications based on a range of factors. Applicants should review and become familiar with PennDOT’s [Publication 740: Local Project Delivery Manual](#). Applicants can also review PennDOT’s [Local Projects Website](#) which includes Publication 740 videos that give an overview of the entire project process. Each applicant will submit a project delivery checklist. Often during project development, issues arise that delay project delivery and these potential issues will be evaluated in the deliverability scoring. For example, projects with complex right-of-way, utilities, and / or railroad involvement are likely to score lower in regard to deliverability. Projects within existing right-of-way, with no utility or railroad involvement are likely to score higher. Each proposed project will be scored on applicant responses within the project delivery checklist section of the application. A nonpartisan Deliverability Committee will evaluate each candidate project in terms of its ability to be delivered on-time and within budget. This committee will be appointed by SPC staff and will serve as a separate committee

that will inform the SPC Federal Competitive Programs Selection Committee. Utilizing the collective knowledge, experience, and removing any conflicts of interest, the committee will meet and discuss the scores and major discrepancies.

The Deliverability Committee will review each application and rate the project based on ten deliverability criteria. The ten deliverability criteria are outlined below. Applications that are non-infrastructure will not be ranked on, nor will consideration of the application be impacted by, right-of-way, railroad, or utilities. These criteria are further defined below:

1) Sponsor History

Sponsors that have managed a federal project successfully in the past, attended a training regarding local project management or PennDOT's Publication 740 training = 3.

Sponsors that have never managed a federal project but have attended a training regarding local project management or PennDOT's Publication 740 training = 2.

Those sponsors that are new to federal project management and have not attended a training regarding local project management or PennDOT's Publication 740 training = 1.

2) Community / Political Support

Applicants should include examples of political and community support (letters of support, meeting minutes, etc.).

Application includes documentation of community/political support (resolution of support, political support letters, documented community request, evidence of positive public outreach, endorsed by local advocacy groups) = 3.

Application mentions community / political support, but no documentation provided = 2.

No discussion or documentation of community / political support = 1.

3) Community / Political Opposition

Project with no known opposition = 3.

Project with potential opposition = 2.

Project with known opposition = 1.

4) Environmental Clearance / Permit Complexity

In addition to information included in the application the environmental deliverability criteria will use the SPC environmental project scoring, which is similar to the PennDOT Connects environmental scoring and based on known environmental resources and constraints to help to evaluate the project area for environmental concerns. Each project will be mapped and run through the scoring model and assigned a score.

Project area has no known environmental concerns (public parks, historic, T&E, wetlands, potential hazardous waste) and low disturbance (Low Connects Score) = 3.

Project area has high probability of encountering resources and moderate disturbance = 2.

Project area has high probability of encountering resources and a large disturbance footprint (High Connects Score) = 1.

5) Other Agency/Entity Involvement

Applicants should show evidence that they have coordinated with other agencies that will need to be involved with the project. For example, if the proposed project is located on a State Route the project sponsor should show evidence that they have introduced and discussed this project with a representative of PennDOT. Another example is a project that spans multiple municipalities, or a project sponsored by a County who needs to coordinate with the municipality where the project is located.

No coordination needed with other agencies/entities = 3.

Medium level of other agency/entity involvement = 2.

High Level of other agency/entity involvement (PennDOT=SR, DCNR = Parks) = 1.

6) Project Readiness

Applicants should provide a well-defined scope, schedule, and cost estimate with details on how the estimate was developed. Applicants that include a design will score higher than applications with no design; the score may be impacted by the reviewing committees' interpretation of "design" vs. "planning concept". Projects that involve a purchase, program, or promotion will score a three unless the reviewing committee feels there would be delays with fund transfer or does not have a detailed plan for what is being purchased or promoted.

Application includes design plans completed by a consultant knowledgeable with PennDOT's requirements and/or the project is immediately ready to move into construction = 3.

Application includes design concept = 2.

Projects that are in the planning stages = 1.

7) Understanding Project Development Process

Project sponsors should consult *PennDOT Publication 740: Local Project Delivery Manual* in order to proactively identify any potential deliverability issues the candidate project(s) may experience and factor them into their schedules and cost estimates.

Sponsors who have hired a consultant that is very knowledgeable with PennDOT's project delivery process = 3.

Sponsors who have hired a consultant that is somewhat knowledgeable with PennDOT's project delivery process = 2.

Sponsors who have hired a consultant that is unfamiliar with PennDOT's project delivery process = 1.

8) Anticipated Utility Involvement

Application should show an understanding of what utilities are in the project area and whether any may be impacted.

There is no known utility involvement or less than 24 inches of excavation = 3.

High probability of encountering utilities but low probability of relocating = 2.

High probability of encountering utilities and high probability of relocating = 1.

9) Railroad located within or adjacent to the project area

Application should note whether a railroad or at-grade crossing is within the project area and may be impacted / altered. Application should note whether an adjacent railroad could be involved (need for protection services, access permits, etc.).

No railroad in project area = 3.

Railroad nearby but low probability of involvement = 2.

Railroad involved = 1.

10) Right-of-Way Acquisition

Applicant should note if the project can be constructed entirely within existing public right-of-way, and be ready to prove with documentation, should the application be awarded a grant. If right-of-way is required for the project, the application will generally score lower than projects with no required right-of-way. Even if the right-of-way is owned by the sponsor, a review from PennDOT Right-of-Way unit may be required.

Project is entirely on local sponsor owned transportation right-of-way or Department owned right-of-way = 3.

Project involves temporary construction easements or minor strip takes = 2.

Project involves right-of-way acquisition = 1.

The criteria are then weighted according to the anticipated effect on timely delivery. For example, right-of-way acquisition is weighted higher than sponsor history. These scores are combined into one deliverability score for each project.

IV. Appendices

A. Detailed Individual Program Guidance:

1. CMAQ & CRP Program Guidance
2. TASA Guidance
3. STLC Guidance

1. CMAQ & CRP Program Guidance



**PROGRAM GUIDANCE AND PROCEDURES:
CONGESTION MITIGATION AND AIR QUALITY
IMPROVEMENT PROGRAM and the CARBON
REDUCTION PROGRAM**

June 2023

Table of Contents

Background	1
Program Objectives	1
CMAQ.....	1
CRP.....	2
Federal Performance Measures	2
Schedule & Federal Competitive Programs Selection Committee	4
SPC Federal Competitive Programs Selection Committee	5
Funding and Local Match Requirements	5
Sponsor and Project Eligibility	5
Sponsor Eligibility	5
Project Eligibility.....	6
Project Grouping	6
Ineligible Activities	7
How to Submit Completed Candidate Project Applications	7
Application Process	7
Project Pre-application.....	8
Project Application Forms	8
Pre-Qualification Screening.....	8
Application Review.....	9
Project Carryover Limitations.....	9
Project Evaluation Criteria	9
CMAQ Air Quality Technical Analysis.....	9
Carbon Reduction Air Quality Technical Analysis	10
CMAQ and Carbon Reduction Ancillary Selection Factors.....	10
Deliverability/Project Readiness	14
Appendix A: CMAQ and CRP Program Management and Other Regulatory Requirements	18
Appendix B: Tables	24
Appendix C: Maps – Air Quality Nonattainment & Maintenance Areas in Southwestern Pennsylvania, NHS in Pittsburgh Urbanized Area	29
Appendix D: Links to Additional Information and Staff Contacts	31

Southwestern Pennsylvania Commission's Congestion Mitigation and Air Quality Improvement Program 2025-2028 Program Guidance

Background

This document has been prepared to guide sponsors of candidate projects through the Southwestern Pennsylvania Commission's (SPC) application process for the Congestion Mitigation and Air Quality Improvement (CMAQ) Program and the Carbon Reduction Program (CRP). The Program Guidance and Procedures document includes the schedule and guidelines for submitting applications for candidate projects, the project selection process, and the project selection criteria.

The following sections of this document provide background information about SPC's CMAQ and CRP project solicitation, evaluation, prioritization, and selection process; instructions for completing and submitting applications for candidate projects for CMAQ and CRP funding; and a summary of the process that will be followed to manage the region's CMAQ and CRP Program after the Transportation Improvement Program (TIP) is approved.

Four appendices are included at the end of this document. [APPENDIX A](#) contains the processes and regulatory requirements of delivering a successful and on time transportation project with Federal CMAQ or CRP funds; [APPENDIX B](#) contains additional Tables; [APPENDIX C](#) contains maps of the air quality nonattainment and maintenance areas in Southwestern Pennsylvania and the NHS network in the Pittsburgh urbanized area; and, [APPENDIX D](#) contains a list of links to additional information and guidance of use to applicants, and SPC staff contacts.

Program Objectives

CMAQ

The federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) provides funds for transportation projects and programs that will contribute to attainment or maintenance of the national ambient air quality standards (NAAQS) for ozone, carbon monoxide (CO), and particulate matter (PM).

The CMAQ program supports two important goals of the federal Department of Transportation: improving air quality and relieving congestion. These goals were strengthened in provisions added to the CMAQ Program by the *Moving Ahead for Progress in the 21st Century Act* (MAP-21; Pub. L. 112-141) and continued in the Fixing America's Surface Transportation Act (FAST Act; Pub. L. 114-94) and the Bipartisan Infrastructure Law (BIL; Pub. L. 117-58). These provisions emphasize cost-effective emission reduction and congestion mitigation activities when using CMAQ funding.

It is the Southwestern Pennsylvania Commission's policy to program projects on the TIP for CMAQ funding that provide the best air quality benefit for the investment, consistent with [Federal Highway Administration \(FHWA\) CMAQ Program Guidance](#) (*Final Program Guidance, The Congestion Mitigation and Air Quality [CMAQ] Improvement Program under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users*, FHWA, October, 2008; and *Congestion Mitigation and Air Quality [CMAQ] Program Interim Guidance: MAP-21 – Moving Ahead for Progress in the 21st Century*, FHWA, November 12, 2013). Projects selected for CMAQ funding are also expected to be consistent

with the policies set forth in SPC's adopted Long-Range Transportation Plan ([Smart Moves for a Changing Region, June 2019](#)). The FAST Act of 2015 added eligibility for verified technologies for non-road vehicles and non-road engines that are used in port-related freight operations located in ozone, PM₁₀ or PM_{2.5} nonattainment or maintenance areas. The Act also specifically makes eligible the installation of vehicle-to-infrastructure communications equipment. The BIL added four new eligibilities including: shared micromobility, the purchase of diesel replacement or medium-duty or heavy-duty zero emission vehicles, modernization or rehabilitation of a lock and dam or marine highway if connected to the Federal-aid highway system, and in alternative fuel projects, vehicle refueling infrastructure that would reduce emissions from nonroad vehicles and engines.

Once projects are programmed on the Transportation Improvement Program (TIP) for CMAQ funding, close coordination is necessary between SPC, the Pennsylvania Department of Transportation (PennDOT), and project sponsors to ensure that CMAQ funds are used appropriately and to maximize their effectiveness in satisfying SPC's CMAQ policy and meeting federal transportation and Clean Air Act (CAA) goals. It is also essential that the CMAQ funds are able to be obligated in the year in which they are programmed to the TIP.

The TIP is a four-year program of projects that is updated every two years. During each two-year cycle, projects programmed in the first two TIP years are expected to be funded. The second two years of one TIP will become the first two years of the following TIP. Because of this there is very limited, if any, funding for new projects on a new TIP's first two years. Most of the awarded CMAQ projects will be programmed for the TIP's third and fourth years, which are the federal fiscal years of 2027 and 2028 (Oct. 1, 2026 – Sept. 30, 2028).

FHWA has directed that the CMAQ project selection process should be conducted in accordance with the metropolitan transportation planning process (23 CFR 450). In addition, the CMAQ project selection process should be transparent, in writing, and publicly available. The process should identify the agencies involved in rating proposed projects, clarify how projects are rated, and name the committee or group responsible for making the final recommendation to the Metropolitan Planning Organization (MPO) board, which is the Southwestern Pennsylvania Commission for this region. The selection process should also clearly identify the basis for rating projects, including emissions benefits, cost effectiveness, and any other ancillary selection factors such as congestion relief, greenhouse gas reductions, safety, system preservation, access to opportunity, sustainable development and freight, reduced SOV reliance, multi-modal benefits, and others. The ensuing sections of this Program Guidance provide information on the project selection process.

CRP

The purpose of the CRP is to reduce transportation emissions through the development of State carbon reduction strategies and by funding projects designed to reduce transportation emissions (See 23 U.S.C. 175 as established by the Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58, also known as the "[Bipartisan Infrastructure Law](#)" (BIL)) (BIL § 11403). Statewide guidance is currently being developed.

Federal Performance Measures

The Moving Ahead for Progress in the 21st Century Act (MAP-21), Fixing America's Surface Transportation (FAST) Act and the Bipartisan Infrastructure Law (BIL) established Performance-Based Planning and Programming (PBPP) requirements as part of Transportation Performance Management rules for both highway programs and public transportation.

National transportation goals cover a range of key management issues: highway safety, infrastructure condition, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability and reduced delivery delays (23 U.S. Code Section 150). The legislative framework also establishes performance measure requirements for the National Highway Performance Program (NHPP), the Highway Safety Improvement Program (HSIP), and Congestion Mitigation and Air Quality Improvement Program (CMAQ).

The Performance Measures specifically related to the CMAQ Program, PM1 and PM3, are listed in Table 1 and described in the subsequent paragraph accordingly. These measures, SPC region and statewide CMAQ Performance Targets and additional relevant information, are detailed further in SPC’s [CMAQ 2019 Mid Performance Period Report \(September 2020\)](#). Applicants should also reference the [SPC TPM webpage](#) to help them prepare their candidate project applications.

National Performance Management Measures Congestion Mitigation and Air Quality Program			
Performance Measure	Measure/Target Applicability	Metric Data & Collection Frequency	Metric
Annual Hours of Peak-Hour Excessive Delay Per Capita¹	Mainline NHS in urbanized areas with a population over 1M/200K in nonattainment or maintenance for any of the criteria pollutants under the CMAQ program	All traffic/vehicles data in NPMRDS or equivalent data set – every 15 minutes (bus, car and truck volumes in HPMS; occupancy factors published by FHWA	Total Peak-Hour Excessive Delay in person hours
Percent of Non-SOV Travel	Urbanized areas with a population over 1M/200K in nonattainment or maintenance for any of the criteria pollutants under the CMAQ program	ACS, local survey, or local counts (includes bike/pedestrian counts)	Percent Non-SOV Travel
Total Emission Reductions	All nonattainment and maintenance areas for CMAQ criteria pollutants	CMAQ Public Access System	Co, NOx, VOC & PM Emission Reduction from Funded CMAQ Projects

NHS – National Highway System
 NPMRDS – National Performance Management Research Data Set
 HPMS – Highway Performance Monitoring System
 ACS – American Community Survey, U.S. Census Bureau
 CMAQ Public Access System – Database of CMAQ Project Information

Table 1, May 2023

¹ As per Federal Regulations (CFR 23 PART 490), “Excessive Delay means the extra amount of time spent in congested conditions defined by speed thresholds that are lower than a normal delay threshold. For the purposes of this rule, the speed threshold is 20 miles per hour (mph) or 60 percent of the posted speed limit, whichever is greater. Peak Period is defined as weekdays from 6 a.m. to 10 a.m. and either 3 p.m. to 7 p.m. or 4 p.m. to 8 p.m. State DOTs and MPOs may choose whether to use 3 p.m. to 7 p.m. or 4 p.m. to 8 p.m.

Additionally, the federal Safety performance measures, PM 1, will factor into the safety component of the evaluation criteria. The FHWA final rule for the *National Performance Management Measures: Highway Safety Improvement Program* (Safety PM) and *Highway Safety Improvement Program* (HSIP) were published in the Federal Register (81 FR 13881 and 81 FR 13722) on March 15, 2016 and became effective on April 14, 2016.

The Safety PM Final Rule established five performance measures as the five-year rolling averages to include:

- Number of Fatalities
- Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT)
- Number of Serious Injuries
- Rate of Serious Injuries per 100 million VMT
- Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries

PennDOT and SPC are responsible for the coordination, development and tracking of the CMAQ program performance targets for Southwestern Pennsylvania. SPC reports progress on achieving its performance targets in the Metropolitan Long-Range Plan and through CMAQ performance reports, which are included in PennDOT Biennial Performance Reports.

Schedule & Federal Competitive Programs Selection Committee

The application period for candidate projects for CMAQ and CRP funding in the 2025-2028 TIP is being publicly announced by SPC through its technical committees (Transit Operators Committee [TOC] and Transportation Technical Committee [TTC]), SPC’s website and social media, and other forums as appropriate.

The project application period will begin on Thursday, June 1, 2023 and close on Friday, September 15, 2023. To prepare potential sponsors for submitting and possibly delivering a federally funded transportation project, SPC will host a virtual Project Delivery Workshop in June 2023. (Please refer to [SPC’s Website](#) for additional information). Following the close of the application period, SPC staff and the CMAQ Evaluation Committee will complete the screening and evaluation of candidate projects by early December 2023. Table 2 below summarizes the CMAQ Program development schedule for the 2025-2028 TIP.

Important Milestone dates for the 2025-2028 TIP	
May TTC Meeting	Process Update
June 1, 2023	Program Guidance finalized
June 2023	Application period opens
June 20, 2023	Application and Project Delivery Webinar
July 17, 2023	Pre-application due
By July 31, 2023	SPC provides detailed application information to applicant
September TTC Meeting	Status Update
September 15, 2023	Detailed Application period closes
October – November	Application review and technical scoring by SPC staff

October - November	Deliverability evaluation by deliverability evaluation committee.
October – November (TBD) Selection Committee Mtgs 1 & 2	Candidate project applications review, technical scoring review, deliverability review,
Late November (TBD) Selection Committee Mtg 3	Project technical and deliverability scoring discussed and finalized. Project selection recommendations made.
December TTC Meeting	TASA projects recommended by TTC as part of draft 2025 TIP

Table 2 – May 2023

SPC Federal Competitive Programs Selection Committee

The SPC Federal Competitive Programs Selection Committee will be convened in October 2023. It will assist in prioritizing the candidate projects for Federal funding on the 2025-2028 TIP, reporting their findings, and making recommendations to SPC’s Transportation Technical Committee (TTC), which will ultimately recommend the final Federal SPC federally funded projects for inclusion on the TIP. Membership of the committee is designed to be a balanced and diverse representation of the SPC committees and air quality planning partners. The SPC Federal Competitive Programs Selection Committee will prioritize the candidate projects based on the air quality technical analysis (if applicable), the ancillary selection factor ratings that will be completed by SPC staff, and the evaluation of deliverability/project readiness that will be completed by a separate nonpartisan deliverability committee². Recommendations will be developed by early December 2023. These recommendations will be presented to SPC’s TTC and others, as appropriate, in December prior to presentation to SPC’s Executive Committee at its December meeting. Table B-3 summarizes the Committee membership.

Funding and Local Match Requirements

The CMAQ and CRP Program provides up to 80% of total eligible project costs associated with costs for infrastructure type projects, and activities and operating costs for non-infrastructure. The minimum local share is 20%, per project phase, and must be provided from local, state, or other non-federal sources. Costs associated with a non-CMAQ or CRP funded phase of the project are not considered as part of the local share. CMAQ and CRP funds can be combined with other federal funds on the same project, but the full amount of local match for all federal funds is still required.

Sponsor and Project Eligibility

Sponsor Eligibility

Any qualified government entity, including local governments, public transit agencies, port authorities, and state agencies is eligible to apply for CMAQ and CRP funding. Non-profits and private sector entities may partner with an eligible entity to apply for CMAQ and CRP funding; however, there must be a formal agreement in place with their partnering public agency to receive funding. All applicants are required to contact county and municipal government(s) where the project will be implemented to inform them of their intent to apply and to coordinate the project effort. The same case applies to applicants seeking to implement public transportation improvements, these applicants however are also required to contact the public transit agency that provides service in the proposed project area.

² More information on the deliverability committee and their role is discussed in the Deliverability/Project Readiness Section.

Project Eligibility

The federal CMAQ program provides funds for transportation projects that ease congestion and contribute to the attainment and maintenance of air quality standards for ozone, carbon monoxide and particulate matter. The program emphasizes cost effective emission reduction and congestion mitigation activities. It is SPC's policy to program CMAQ projects on the TIP that provide the best air quality benefit for the investment and support two important goals of the federal Department of Transportation: improve air quality and relieve congestion.

In Southwestern Pennsylvania, congested corridors are identified as part of the regional [Congestion Management Process \(CMP\)](#). The CMP also identifies and prioritizes congestion mitigation strategies for each of these corridors. SPC's regional priority for CMAQ funding is to identify projects that provide the best congestion and air quality benefits for the investment. These are often derived from the CMP and are contained in documents such as the region's adopted Long-Range Transportation Plan, Regional Operations Plan, Regional Freight Plan, Regional Transportation Demand Management Plan, Regional Active Transportation Plan, and the Transit Development Plans for the transit operators in the region. Examples include Intelligent Transportation System (ITS) deployments (both highway and transit), park-n-ride lots, travel demand management activities, traffic signal improvements, geometric/operational upgrades, and bottleneck mitigation projects. As described on page 11, under the *Congestion Management (CMP) Corridor Rating Section*, projects on CMP corridors receive additional points toward their application.

CRP funding may be used on a wide range of projects that support the reduction of transportation emissions.

All federal eligibility requirements for transportation projects must be met and be consistent with [FHWA's CMAQ Program Guidance](#) or [FHWA's Carbon Reduction Program Guidance](#). Specific activities and projects are explicitly identified as either eligible or ineligible for CMAQ funding within FHWA's CMAQ Program Guidance. Projects and activities will be placed into one of the six Project Category activities below.

Project Grouping

Listed in [TABLE B-2](#) are the six Project Category activities and examples of projects and activities that are eligible for CMAQ or CRP funding. All projects will be placed into a project category, which will be used for grouping and comparison purposes. These categories are:

1. Commuter Bicycle and Pedestrian Improvements
2. Transportation Demand Management
3. Traffic Flow Improvements
4. Diesel Emissions Reductions and Alternative Fuel Technologies
5. Transit Improvements and Programs
6. Other Projects (Eligible projects under Federal CMAQ or CRP Guidance that do not fit into any of the above categories)

Ineligible Activities

The following projects are ineligible for CMAQ funding:

- Light-duty vehicle scrappage programs.
- Projects that add new capacity for SOVs are ineligible for CMAQ funding unless construction is limited to high-occupancy vehicle (HOV) lanes. This HOV lane eligibility includes the full range of HOV facility uses authorized under 23 U.S.C 166, such as high-occupancy toll (HOT) and low-emission vehicles.
- 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. Other funding sources, such as Surface Transportation Block Grant Program and FTA's Urbanized Area Formula Program (49 U.S.C. 5307), are available for such activities.
- Administrative costs of the CMAQ program may not be defrayed with program funds (e.g., support for a State's "CMAQ Project Management Office" is not eligible).
- Projects that do not meet the specific eligibility requirements of Titles 23 and 49, United States Code, are ineligible for CMAQ funds.
- Stand-alone projects to purchase fuel.
- Models and Monitors—Acquisition, operation, or development of models or monitoring networks are not eligible for CMAQ funds. As modeling or monitoring emissions, traffic operations, travel demand or other related variables do not directly lead to an emissions reduction, these activities or acquisitions are not eligible. Such efforts may be appropriate for Federal planning funds.
- Litigation costs surrounding CMAQ or other Federal-aid projects.

The following projects are ineligible for CRP funding:

- Projects that add new capacity for SOVs are ineligible for CRP funding.

How to Submit Completed Candidate Project Applications

All completed applications for CMAQ or CRP funding must be submitted electronically via SPC's SharePoint site. The SPC SharePoint site requires a username and password. The Project Sponsor must contact Greg Shermeto at gshermeto@spcregion.org before July 17, 2023 to indicate intent to submit one or more CMAQ or CRP application(s) and to obtain a temporary username and password. The Project Sponsor will be provided with a secure folder in which the CMAQ or CRP application files are to be uploaded prior to the submission deadline. Any technical difficulties using SPC's SharePoint site should be directed to Greg Shermeto at the email address listed above.

Application Process

The CMAQ and CRP programs are structured to fund cost effective transportation projects and programs in non- attainment and maintenance areas which reduce transportation-related emissions or reduce carbon. A complete CMAQ or CRP candidate project application will consist of several components to ensure selected projects are efficiently and effectively implemented.

Project Pre-application

Potential CMAQ or CRP project sponsors must complete SPC's Federal Funding 2023 Pre-Application. This pre-application allows SPC to ensure the potential CMAQ or CRP project is applicable for this type of Federal funding. Following SPC review of the federal funding pre-applications, applicants will be provided specific project application forms for their project.

Project Application Forms

A complete CMAQ or CRP application will consist of several components, including:

- Application Checklist form (needed for all projects)
- Candidate Project Description form (needed for all projects)
- Project Budget and Schedule form (needed for all projects)
- Project Type form appropriate for the project category ([TABLE B-2](#))
- Additional Information forms (as many as needed to fully describe the project)
- Supporting information (maps, drawings, photographs, reports, etc.)
- Project Delivery Checklist form (needed for all projects)

Application forms are posted on the [SPC website](#) along with this document. Project sponsors should download needed forms from the SPC website or they will be provided by the SPC, enter appropriate information about the candidate project on each form, and save the files to a project folder. If supporting information is part of the project application package, the project sponsor should identify each piece of supporting information on an Additional Information form. All the application forms are interactive files. Data entry must be done on the computer. Completed forms must be saved as interactive files. SPC will extract the submitted CMAQ or CRP project information via SharePoint. Handwritten paper copies, or electronic copies without the interactive features cannot be accepted.

Pre-Qualification Screening

To be eligible for CMAQ funds a project must be a transportation project consistent with the region's adopted Long-Range Transportation Plan (*Smart Moves for a Changing Region*), be located in an air quality nonattainment or maintenance area and have demonstrated air quality benefits. Please refer to the [FHWA Program Guidance](#) for more information about CMAQ Program eligibility.

CRP funding may be used on a wide range of projects that support the reduction of transportation emissions. Projects must be identified in the Statewide Transportation Improvement Program (STIP)/Transportation Improvement Program (TIP) and be consistent with the Long-Range Statewide Transportation Plan and region's adopted Long-Range Transportation Plan (*Smart Moves for a Changing Region*).

SPC staff will prepare a map identifying the location of each candidate project in relation to the region's air quality nonattainment areas. Project screening will be done by SPC staff for review by the SPC Federal Competitive Programs Selection Committee. Screening criteria address provisions of the BIL and assess consistency with *Smart Moves for a Changing Region*, local comprehensive plans, as well as the Commonwealth's Smart Transportation goals. Sponsors must explain how their candidate project is consistent with BIL eligibility requirements, *Smart Moves for a Changing Region*, and at least one of the other documents or it will not be considered further.

Application Review

SPC staff will review applications submitted by the September 15, 2023 deadline for completeness.

Project Carryover Limitations

All CMAQ or CRP projects (or project phases) will have two TIP cycles to obligate their allocated CMAQ or CRP funding, beginning with the year in which they are originally programmed onto the TIP. If CMAQ or CRP funds allocated to a project (or project phase) are not obligated in this timeframe, the funds for the project (or project phase) will be removed from the TIP and reverted back to the regional line item for redistribution. The project sponsor will then have to reapply to the CMAQ or CRP program if the project remains a priority.

The time frames to obligate CMAQ or CRP funds are:

TIP Program Year	TIP Obligation Deadline
2023 & 2024	2026 (September 30, 2026)
2025 & 2026	2028 (September 30, 2028)
2027 & 2028	2030 (September 30, 2030)

Table 3, May 2023

Project Evaluation Criteria

CMAQ projects will be prioritized based on the five Air Quality Technical Analysis factors, seven Ancillary Selection Factors, and the Deliverability/Project Readiness Factors described in this Section. CRP projects will be prioritized based on two Carbon Reduction Technical Analysis factors, five Ancillary Selection Factors, and the Deliverability/Project Readiness Factors described in this Section. A CMAQ or CRP Project Rating Scorecard, completed by SPC staff, will rate candidate projects on these factors. To assist in developing the final recommended list of projects, the SPC Federal Competitive Programs Selection Committee will also utilize a decision support tool (Decision Lens) to dynamically analyze the impacts on project ranking that result from adjusting the emphasis on various scoring factors. The SPC Federal Competitive Programs Selection Committee recommendations for project funding will be based on this information as well as the projections of available CMAQ or CRP funding for each year of the four-year TIP period.

A copy of the CMAQ Project Rating Scorecard is presented in Table B-1. A copy of the CRP Project Rating Scorecard is presented in Table B-1A.

CMAQ Air Quality Technical Analysis

All projects that pass the pre-qualification screening will be grouped by project category (as defined above) and evaluated for their effect on air quality using a standardized set of analysis tools developed for PennDOT. Evaluation results will enable the projects to be rated based on the following Air Quality and cost/benefit factors:

- Change in emissions in the nonattainment area where the project is located (VOC, NO_x, PM, CO).
- Change in vehicle miles traveled (VMT).
- Change in vehicle trips.
- CMAQ cost per unit change in emissions.
- CMAQ cost per unit change in vehicle trips and vehicle miles traveled.

Carbon Reduction Air Quality Technical Analysis

All projects that pass the pre-qualification screening will be grouped by project category (as defined above) and evaluated for their effect on air quality using a standardized set of analysis tools developed for PennDOT. Evaluation results will enable the projects to be rated based on the following Air Quality and cost/benefit factors:

- Change in emissions in the nonattainment area where the project is located (CO²).
- CO² cost per unit change in CO² emissions.

CMAQ and Carbon Reduction Ancillary Selection Factors

The Ancillary Selection Factors rely heavily on outcome driven, performance-based metrics. The increased focus on performance-based planning and programming is a result of MAP-21, FAST Act and BIL aim to create a streamlined and performance-based surface transportation program. StateDOTs and MPOs must make investments and policy decisions to advance and promote the federal transportation planning factors:

- (1)** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2)** Increase the safety of the transportation system for motorized and non-motorized users;
- (3)** Increase the security of the transportation system for motorized and non-motorized users;
- (4)** Increase accessibility and mobility of people and freight;
- (5)** Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6)** Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (7)** Promote efficient system management and operation;
- (8)** Emphasize the preservation of the existing transportation system;
- (9)** Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- (10)** Enhance travel and tourism.

These national goals are reflected in *Smart Moves for a Changing Region* through the plan performance measures, which are ultimately implemented through the TIP and programs such as CMAQ.

Details on how each of the seven Ancillary Selection Factors (CRP five Ancillary Selection Factors) will be scored are presented below:

1. Consistency with Smart Moves for a Changing Region

All applicants must demonstrate consistency with the region's adopted Long-Range Transportation Plan's (LRTP) Regional Vision, Relevant Strategies, and Air Quality related policies (listed below). Project sponsors will be given a checklist with the following Vision and Strategies and will be asked to check each one that the candidate project will help to advance.

Vision:

A world-class, safe and well maintained, integrated transportation system that provides mobility for all, enables resilient communities, and supports a globally competitive economy.

Relevant Strategies:

- Integrate multiple forms of public/ private transportation to provide increased mobility equitably for all users including those in underserved rural areas and disadvantaged populations.
- Develop and deploy appropriate infrastructure to facilitate safe and efficient use of Connected Infrastructure as well as Connected and Autonomous Vehicles (CAVs).
- Offset impacts associated with Connected and Autonomous Vehicles on safety, public sector revenue, congestion, and local quality of life.
- Fund additional transportation infrastructure through private sector partnerships, user fees, value capture, and other appropriate mechanisms; broaden revenue tools available to local governments to fund infrastructure projects.
- Employ holistic planning for mobility and accessibility when developing and prioritizing projects. Make transportation improvements fit community context and enhance local quality of life.
- Support and encourage transportation projects and programs that will contribute to attainment or maintenance of the national ambient air quality standards (NAAQS) for ozone, carbon monoxide (CO), and particulate matter (PM).
- Invest in strategies that adapt to and decelerate the impacts of climate change. This includes investment in disaster preparedness, response, and recovery, as well as, creating awareness about climate change, its projected impacts, and regional strategies.
- Improve infrastructure efficiency through technology implementation in project development, design, construction, operation, and maintenance.

Projects that meet the Vision and seven (or more) Strategies, will receive a **High (3)** rating for this scoring factor, projects that meet the Vision and four to six Strategies, will receive **Medium (2)**, and projects that meet the Vision and one to three Strategies will receive **Low (1)**. Projects that do not advance the Vision or Strategies will receive 0 points.

2. Congestion Management Process (CMP) Corridor Rating

Federal transportation legislation requires that each metropolitan planning organization

maintain an ongoing Congestion Management Process (CMP). SPC's CMP identifies corridors in the region with existing traffic congestion and corridors where congestion is expected in the future. The CMP also assesses the suitability of 25 congestion management strategies within identified corridors, and the potential effectiveness each strategy has in reducing congestion. The [CMP is extensively documented on SPC's website](#), and within [APPENDIX D](#).

Projects on CMP corridors that include high priority congestion management strategies suited to the corridor as part of the project scope will be scored **High (3)**. Projects on CMP corridors that include fewer effective strategies suited to the corridor will be scored **Medium (2)**. Projects not located on a CMP corridor that implement a CMP strategy suited to the corridor will be scored **Low (1)**. Projects not on a CMP corridor will be scored as **Not Addressed (0)**.

3. Safety Improvements

Safety is an essential consideration to all transportation improvement projects. In order to evaluate the safety impacts of the candidate CMAQ or CRP projects, similar project categories will be grouped together and calculated as follows:

- **Transit, Active Transportation and Transportation Demand Management (TDM):**
Regional crash rate per million vehicle miles traveled*projected reduction in vehicle miles traveled = expected reduction in crashes. For Active Transportation projects, reduction in level of traffic stress will also be factored.
- **Traffic Flow:**
 - Two way AADT*regional crash rate (by federal functional classification) * 365 / 1,000,000 = number of crashes per mile
 - Number of crashes per mile*mileage of project = total number of crashes
 - Expected reduction in crashes = total number of crashes*crash reduction factor³

The Diesel Emissions Reductions and Alternative Fuel Technologies category receives no points for the Safety factor. Projects in the Other Projects category will be scored accordingly on a case-by-case basis.

Projects that are expected to reduce 2.0 or more crashes per year will get a **High (3)** score. Projects with an expected reduction in crashes from .75 to 1.99 crashes per year will get a **Medium (2)** score, and projects with an expected reduction of less than .74 crashes will score will score **Low (1)**. Projects with no demonstrable impact on safety will receive a score of **(0)** for this factor.

Candidate CMAQ or CRP Projects at locations listed in the most recent Highway Safety Network Screening data will automatically achieve a High (3) score if the location is in the top 20% of intersections in the region that are underperforming from a safety standpoint (highest number of "excess crashes").

³ Crash Reduction Factor (CRF) A CRF is the percentage crash reduction that might be expected after implementing a given countermeasure. (In some cases, the CRF is negative, i.e. the implementation of a countermeasure is expected to lead to a percentage increase in crashes.) A CRF should be regarded as a general estimate of the effectiveness of a countermeasure for planning purposes only. The estimate is a useful guide, but, ultimately, it remains necessary to apply engineering judgment and to consider site-specific environmental, traffic volume, traffic mix, geometric, and operational conditions which will affect the safety impact of a countermeasure.

4. Funding

There are two considerations for this factor: federal share and non-traditional funding sources. Projects that bring significant non-federal and non-traditional funding to the TIP will warrant additional consideration. Projects requesting funding of less than 50% of the total project cost from federal funding programs (including CMAQ or CRP) will receive a **High (3)** score for this scoring factor. Projects requesting between 50% and 70% federal share will receive a **Medium (2)** score. Projects requesting between 70% and 80% federal share will score **Low (1)**. Projects with a federal share above 80% will score **Not Addressed (0)**.

In addition, projects that can show a firm, in writing, commitment of non-traditional funding to the project will get 1 additional point. These projects are typically public/private partnerships that provide some of the required non-federal matching funds from private donations, philanthropic sources, local businesses, or other non-government resources. As stated previously, these projects are subject to the requirements outlined in [FHWA's CMAQ Program Guidance or FHWA's Carbon Reduction Guidance](#).

5. CMAQ ONLY - Air Quality Nonattainment Status in Project Area

Projects in the Clairton PM2.5 nonattainment area with demonstrated PM2.5 emission benefits will score **High (3)** for this scoring factor. Projects that are not in the Clairton PM2.5 nonattainment area, but in areas that are nonattainment or maintenance for both PM2.5 and Ozone will score **Medium (2)**. Projects in areas that are nonattainment or maintenance for either Ozone only or PM2.5 only will score **Low (1)**. Projects that are not in a nonattainment or maintenance area, or do not demonstrate emissions benefits for the nonattainment pollutant, will score **Not Addressed (0)**.

Projects in an ozone nonattainment area should be able to demonstrate reductions in ozone precursor emissions. Likewise, projects in PM nonattainment areas should be able to demonstrate reductions in particulate emissions. Maps of the nonattainment and maintenance areas in southwestern Pennsylvania are in [APPENDIX C](#).

Projects that are on the National Highway System (NHS) in the Pittsburgh Urbanized Area will receive a bonus point. A map of the NHS in the Pittsburgh urbanized area is also in [APPENDIX C](#).

6. CMAQ ONLY - Diesel Emissions Reduction Potential

Diesel retrofit projects in PM2.5 nonattainment areas will receive 1 bonus point. All other project types will receive a score of 0.

7. Environmental Justice, Title VI, and Justice40

The U.S. Environmental Protection Agency's Office of Environmental Justice defines environmental justice as "The fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations and policies. Fair treatment means that no group of people, including racial, ethnic, or socioeconomic group should bear a disproportionate share of the negative environmental consequences resulting from industrial, municipal, and commercial operations or the execution of federal, state, local,

and tribal programs and policies.”

Through executive order 14008, the current administration created the Justice40 Initiative to confront and address underinvestment in disadvantaged communities. Mapping available at <https://experience.arcgis.com/experience/0920984aa80a4362b8778d779b090723/page/Applicant-Explorer/> indicates the Justice40 disadvantaged census tracts for the US DOT.

Projects will be evaluated based on the positive impacts to the greatest number of Environmental Justice (EJ) Communities and Justice40 US DOT areas. Projects will receive a High (3) rating if the project provides positive benefits in both a low income and minority EJ Communities, or the project is in a designated federal Justice 40 area.

Medium (2) If the project provides benefits to a low income or minority EJ area or a Justice 40 US DOT area.

Low (1) Rating: If the project provides positive benefits in one EJ Community and one or more Title VI Community

Projects not located in an EJ, Justice40 area, or a Title VI Community will receive 0 points.

In order to score this criterion, SPC staff will map each project and overlay them with identified Justice40 US DOT areas, EJ, and Title VI Communities, as defined by USDOT Guidelines and US Census data.

Deliverability/Project Readiness

Project readiness and ease of deliverability of potential CMAQ and CRP projects are essential to maximize federal funding opportunities for the region, as all federal funds and programs have a deliverability timeframe that must be met or funding could be lost.

Readiness and deliverability evaluation criteria were established that will be used to review and evaluate project applications based on a range of factors. Applicants should review and become familiar with PennDOT’s [Publication 740: Local Project Delivery Manual](#). Applicants can also review PennDOT’s [Local Projects Website](#) which includes Publication 740 videos that give an overview of the entire project process. Each applicant will submit a project delivery checklist. Often during project development, issues arise that delay project delivery and these potential issues will be evaluated in the deliverability scoring. For example, projects with complex right-of-way, utilities, and / or railroad involvement are likely to score lower in regard to deliverability. Projects within existing right-of-way, with no utility or railroad involvement are likely to score higher. Each proposed project will be scored on applicant responses within the project delivery checklist section of the application. A nonpartisan Deliverability Committee will evaluate each candidate project in terms of its ability to be delivered on-time and within budget. This committee will be appointed by SPC staff and will serve as a separate committee that will inform the SPC Federal Competitive Programs Selection Committee. Utilizing the collective knowledge, experience, and removing any conflicts of interest, the committee will meet and discuss the scores and major discrepancies.

The Deliverability Committee will review each application and rate the project based on ten deliverability criteria. The ten deliverability criteria are outlined below. Applications that are non-infrastructure will not be ranked on, nor will consideration of the application be impacted by, right-of-way, railroad, or utilities. These criteria are further defined below:

1) Sponsor History

Sponsors that have managed a federal project successfully in the past, attended a training regarding local project management or PennDOT's Publication 740 training = 3.

Sponsors that have never managed a federal project but have attended a training regarding local project management or PennDOT's Publication 740 training = 2.

Those sponsors that are new to federal project management and have not attended a training regarding local project management or PennDOT's Publication 740 training = 1.

2) Community / Political Support

Applicants should include examples of political and community support (letters of support, meeting minutes, etc.).

Application includes documentation of community/political support (resolution of support, political support letters, documented community request, evidence of positive public outreach, endorsed by local advocacy groups) = 3.

Application mentions community / political support, but no documentation provided = 2.

No discussion or documentation of community / political support = 1.

3) Community / Political Opposition

Project with no known opposition = 3.

Project with potential opposition = 2.

Project with known opposition = 1.

4) Environmental Clearance / Permit Complexity

In addition to information included in the application the environmental deliverability criteria will use the SPC environmental project scoring, which is similar to the PennDOT Connects environmental scoring and based on known environmental resources and constraints to help to evaluate the project area for environmental concerns. Each project will be mapped and run through the scoring model and assigned a score.

Project area has no known environmental concerns (public parks, historic, T&E, wetlands, potential hazardous waste) and low disturbance (Low Connects Score) = 3.

Project area has high probability of encountering resources and moderate disturbance = 2.

Project area has high probability of encountering resources and a large disturbance footprint (High Connects Score) = 1.

5) Other Agency/Entity Involvement

Applicants should show evidence that they have coordinated with other agencies that will need to be involved with the project. For example, if the proposed project is located on a State Route the project sponsor should show evidence that they have introduced and discussed this project with a representative of PennDOT. Another example is a project that spans multiple municipalities, or a project sponsored by a County who needs to coordinate with the municipality where the project is located.

No coordination needed with other agencies/entities = 3.

Medium level of other agency/entity involvement = 2.

High Level of other agency/entity involvement (PennDOT=SR, DCNR = Parks) = 1.

6) Project Readiness

Applicants should provide a well-defined scope, schedule, and cost estimate with details on how the estimate was developed. Applicants that include a design will score higher than applications with no design; the score may be impacted by the reviewing committees' interpretation of "design" vs. "planning concept". Projects that involve a purchase, program, or promotion will score a three unless the reviewing committee feels there would be delays with fund transfer or does not have a detailed plan for what is being purchased or promoted.

Application includes design plans completed by a consultant knowledgeable with PennDOT's requirements and/or the project is immediately ready to move into construction = 3.

Application includes design concept = 2.

Projects that are in the planning stages = 1.

7) Understanding Project Development Process

Project sponsors should consult *PennDOT Publication 740: Local Project Delivery Manual* in order to proactively identify any potential deliverability issues the candidate project(s) may experience and factor them into their schedules and cost estimates.

Sponsors who have hired a consultant that is very knowledgeable with PennDOT's project delivery process = 3.

Sponsors who have hired a consultant that is somewhat knowledgeable with PennDOT's project delivery process = 2.

Sponsors who have hired a consultant that is unfamiliar with PennDOT's project delivery process = 1.

8) Anticipated Utility Involvement

Application should show an understanding of what utilities are in the project area and whether any may be impacted.

There is no known utility involvement or less than 24 inches of excavation = 3.

High probability of encountering utilities but low probability of relocating = 2.

High probability of encountering utilities and high probability of relocating = 1.

9) Railroad located within or adjacent to the project area

Application should note whether a railroad or at-grade crossing is within the project area and may be impacted / altered. Application should note whether an adjacent railroad could be involved (need for protection services, access permits, etc.).

No railroad in project area = 3.

Railroad nearby but low probability of involvement = 2.

Railroad involved = 1.

10) Right-of-Way Acquisition

Applicant should note if the project can be constructed entirely within existing public right-of-way, and be ready to prove with documentation, should the application be awarded a grant. If right-of-way is required for the project, the application will generally score lower than projects with no required right-of-way. Even if the right-of-way is owned by the sponsor, a review from PennDOT Right-of-Way unit may be required.

Project is entirely on local sponsor owned transportation right-of-way or Department owned right-of-

way = 3.

Project involves temporary construction easements or minor strip takes = 2.

Project involves right-of-way acquisition = 1.

The criteria are then weighted according to the anticipated effect on timely delivery. For example, right-of-way acquisition is weighted higher than sponsor history. These scores are combined into one deliverability score for each project.

Appendix A: CMAQ and CRP Program Management and Other Regulatory Requirements

CMAQ and CRP Program Management

Once a project is programmed on the TIP, project sponsors have significant work to complete to obligate the funds. A project being placed on the TIP does not guarantee that funding will be made available for the project; the project sponsor must demonstrate to the satisfaction of the funding agencies that the project is deliverable on the schedule shown on the TIP, that other needed project funding is in place, and that the project sponsor has the needed technical and managerial capability and capacity to implement the project.

The additional steps that must be completed by project sponsors after successfully having a project programmed on the TIP include key milestones such as: securing commitments from project partners for the non-federal funds needed for the project; assessments of project readiness by funding agencies; a determination that the project sponsor has the capability to deliver the project; review of the project scope, schedule, and cost to ensure that they are still applicable; and execution of reimbursement agreements or grant contracts for federal funds.

The CMAQ and CRP Programs are reimbursement programs; not grant programs. Any costs incurred on the project prior to execution of a reimbursement agreements (with PennDOT) or grant contracts (FTA) cannot be reimbursed by the federal government. As eligible costs are incurred after the reimbursement agreements are in place, the sponsor will generally pay invoices with its own funds, and then request reimbursement from the funding agency (PennDOT or FTA). This means that the sponsor must demonstrate that it has the resources and cash flow to complete the project under the required reimbursement agreements.

Ideally, a project will advance according to its programmed schedule. But, projects can be delayed due to unforeseen obstacles such as environmental, utility and right-of-way issues, community concerns, changes in the cost and availability of materials, or changes in the project sponsor's priorities. Please refer to the following section, *Other Regulatory Requirements*, to learn more about these obstacles and to prepare your project to avoid them. Tracking each project's progress is necessary so that delays can be identified and remedied as soon as possible and so that scarce CMAQ and CRP resources can be reallocated as necessary.

Shortly after TIP adoption, SPC staff will contact the sponsor of each CMAQ or CRP project programmed on the TIP. The sponsor will be required to finalize key project milestones and a schedule for ensuring that CMAQ or CRP funds will be approved (obligated) during the year in which funding for the project is programmed on the TIP. Project sponsors are required to provide a preliminary set of milestones and schedule as part of the CMAQ or CRP project application. Milestones could include items such as: a date for securing needed non-federal matching funds; deadline for documenting compliance with local ordinances and zoning codes; deadline for executing the PennDOT project reimbursement agreement or federal grant contract; schedule for final state and/or federal concurrence on project scope and cost; schedule for completion of final designs; dates for completion and approval of environmental reviews. The project milestones are intended to identify the key steps in advancing the project toward funding approval and, ultimately, implementation. They will be unique to each project depending on the project type, complexity, and coordination required. SPC staff and PennDOT will work with project sponsors to establish realistic milestones and schedules for each project.

Once the project milestones are set, SPC will require periodic status updates from the project sponsor in order to monitor progress against the milestones. The content and format of the updates will be reviewed with project sponsors in more detail when the project is on the TIP.

As stated previously, PennDOT has provided guidance to sponsors of local projects of the processes associated with developing a local transportation project ([PennDOT Local Project Delivery Manual; PennDOT Publication 740, June 2019](#)). The document describes the requirements for implementing local projects using federal funding. The early understanding of these requirements by project sponsors helps to streamline the overall project development process by saving project sponsors' and PennDOT staffs' time, by reducing omissions in projects causing substantial downstream delays, and by making efficient use of federal, state, and local funds.

Before submitting its application for CMAQ or CRP funds, project sponsors should understand, and carefully consider:

- PennDOT guidance
- USDOT funding approval processes
- SPC's CMAQ and CRP Program Carryover Policy
- Rules for consultant procurement
- Requirements for federal and state oversight during project implementation.

Other Regulatory Requirements:

There are a number of State and Federal regulatory requirements that apply to this program. Most, if not all, of these requirements (competitive bidding, minority business participation, Davis Bacon Act, prevailing wage rates, Buy American Act, and Americans with Disabilities Act) can be unfamiliar to project sponsors. In most cases, for compliance with environmental regulations during preliminary engineering, it is expected that project sponsors will secure professional assistance (consulting engineers, landscape architects) to assist them in satisfying these requirements and advancing their project. PennDOT District staff should be contacted to assist with the interpretation and application of these requirements. In addition, sponsors should refer to the [PennDOT Local Project Delivery Manual; PennDOT Publication 740, June 2019](#).

A list of some of these requirements, as well as a brief discussion of each, follows.

Agreements and Eligible Costs

The project sponsor must execute required agreement(s) with PennDOT or an FTA grant prior to proceeding with any work on the project. Any project costs incurred prior to the execution of a reimbursement agreement for which federal dollars are requested will not be eligible for reimbursement. PennDOT will provide guidance, if requested. Interest payments made by municipalities or other project sponsors to finance any portion of the project costs are not reimbursable. Reimbursement agreements are required for each phase of the project (Preliminary Engineering, Right of Way, Construction).

Budget

The sponsor must demonstrate that there is an acceptable funding strategy for the project. A well-defined scope of work is needed to develop an accurate budget. Budget considerations are very important, and an itemized list of anticipated expenses (including labor, supplies, materials and other anticipated costs)

should be provided in an application attachment. The budget must be prepared and should be divided into project development phases that include environmental clearance, right-of-way, design and construction phases. The budget should identify all sources of funding and how each itemized activity will be funded. Estimated funding for the project that may be from sources other than CMAQ or CRP should be identified, such as other federal funds, state, local, donated services, in-kind services, volunteer, etc.

As sponsors develop their estimated budget, they should talk with PennDOT Engineering District staff and other professionals familiar with PennDOT policies and regulations, such as architects, designers, engineers, contractors, or other appropriate individuals that have PennDOT project experience. **Important:** Project sponsors should design their project cost estimates for the year in which the project is anticipated to be delivered (current cost + 2%/yr. inflation). Note also that 12-15% of the estimated construction cost is used for project inspection. The 12-15% inspection cost must be included in the Total Construction Costs.

Reimbursement

CMAQ and CRP are federal cost reimbursement programs and no money is provided upfront. No reimbursement will be provided for costs incurred before a Federal Form 4232/FTA grant agreement is authorized; **this does not occur automatically once a project is awarded or placed on the TIP**. Sponsors are advised to contact PennDOT District or SPC staff soon after their notice of award has been received to review the appropriate next steps.

PennDOT utilizes a “certified invoice” process whereby project sponsors, upon receipt of invoices for project activities, certify their accuracy and immediately forward them to PennDOT. PennDOT will then initiate a procedure to pay the sponsor. Upon receipt of reimbursement from PennDOT (usually 4-6 weeks), the sponsor pays the contractor within ten days after getting reimbursed from PennDOT. By using this process, the project sponsor does not have to use its own funds. This process is further described in the [PennDOT Local Project Delivery Manual; PennDOT Publication 740, June 2019](#), which is provided to awarded project sponsors.

PennDOT Connects

PennDOT recognizes the profound economic and quality of life implications that transportation has on communities. To better identify the needs of communities early in the project planning process, PennDOT Connects requires the consideration of local planning studies, comprehensive plans and other local government input at the onset of project planning.

Project sponsors will be required to meet with SPC staff to fulfill the requirements of the PennDOT Connects initiative. Other meeting participants will be dependent on the project sponsor, the proposed project, and its location. SPC will work with individual sponsors to determine a meeting time, location, and a list of participants.

Public Involvement

Early and continued public engagement in program activities will need to be sought to ensure consistency with the requirements for public involvement in the metropolitan and statewide planning regulations and with the National Environmental Policy Act (NEPA) project implementation guidelines. The applicant should contact SPC for more information. Generally, the public involvement activities handled through the application review and TIP approval process by SPC fulfills this requirement. However, the project

sponsor should discuss their project locally in a public format, such as at local planning commission and/or municipal meetings, particularly if municipal approval, zoning amendment, etc. is needed.

Environmental Clearance

All projects will require an environmental clearance document as part of the preliminary engineering phase of work. The level of effort varies by the type of project, the anticipated impact and the degree of public controversy. The NEPA documentation may be a Categorical Exclusion (CE), Environmental Assessment (EA), or Environmental Impact Statement (EIS). Preparation of the document can be a cooperative venture. Normally, at the project scoping, a decision will be made on the type of documentation required and which entity will prepare the document. The project sponsor or their consultant will be required to prepare the environmental clearance document. At times, there may be costs associated with obtaining environmental clearance. It is important to note that project sponsors should not begin any construction activities or site preparation prior to receiving their environmental clearance.

Consultant Selection Procedures

There are various steps that need to be followed to advance a federally-funded project into the design phase starting with selecting an engineer/consultant who will complete the work. These federal procedures must be followed. Note that they may be different than the procurement procedures normally used by the project sponsor for their non-federally funded projects. Prior to advertising for consultant, all Local Project Sponsors must have their selection procedures reviewed by their respective PennDOT District Office (or FTA Region III office, if the CMAQ or CRP funds will be administered through an FTA grant). The District (FTA) will review the documentation and, if appropriate, forward their concurrence to the PennDOT Bureau of Project Delivery, Contract Management Section for review and approval. The Contract Management Section will document approval of the selection procedures via a letter to the District, who should notify the Local Project Sponsor. If this process is not followed, federal funds may be jeopardized. This approval process is found in [PennDOT Publication 93](#), Chapter 7.3.3, Consultant Selection Procedure Approval, and Appendix 7A, Policy and Procedure for Consultant Selection. Selection Procedures need only to be approved one time (after July 1, 2011) and are acceptable to be used for future advertisements. If the Selection Procedures undergo significant revisions at any time, then they must be re-approved.

Project Engineering & Inspection

Projects must follow standard federal/state procedures for all phases of work. Project sponsors should acquire the services of a qualified Project Manager to oversee the development and implementation of the project (including project inspection) and ensure compliance with all state and federal requirements. This professional may be an engineer, architect, or landscape architect depending upon the nature and scope of the project. It is important to recognize that the project sponsor, not PennDOT, employs the design and/or construction professionals.

Design and Implementation Requirements

Certain projects will be required to adhere to design requirements defined in [PennDOT Design Manual, Part 1, PennDOT Publication 10, November 2015](#). Specifically, Chapters 6 and 7 address key design requirements, including NEPA requirements, preliminary and final design processes, and key procedures for obtaining right of way and utility clearances. If required for the project, these steps, requirements and

standards must be followed by the sponsor's project designer for the project to be funded through the CMAQ or CRP Program.

Right-of-Way Clearance

All right-of-way acquisition must follow federal regulations, including the Uniform Act (Uniform Relocation Assistance and Real Property Acquisition Policies of 1970). In particular, property owners must be advised that federal funding is being used to implement the project, and they are entitled to fair market value for their property. The property owner must be informed of this value, as determined by a qualified appraiser. In addition, if the sponsor does not have the authority to acquire property by eminent domain, the property owner must be so advised prior to any offer being made. This requirement does not preclude the voluntary donation of property to the project. Federal funds are not available for land that is already within the public domain, e.g., owned by a municipality; however, such land may be donated to the project as part of the sponsor's investment. Right-of-way certification will be required for all projects prior to advertising for construction bids.

- The requirements of the Uniform Act apply to any recent acquisition, regardless if federal funds are used for the purchase. Please contact your PennDOT Engineering District Right-of-Way Administrator if you have any questions or need specific guidance.
- Due to deliverability concerns, sponsors are encouraged not to utilize CMAQ or CRP funds for right-of-way acquisition. Requests for this usage will be evaluated on a project-by-project basis.
- More information is available in Chapter 5, Right of Way Phase, of the Local Project Delivery Manual

Utility Clearance

All projects must have a utility clearance form (PennDOT Form D-419) processed *prior* to the advertisement for bids. This procedure requires that the sponsor certify that all necessary arrangements have been completed for the relocation of any affected utility. PennDOT personnel will aid with this process. Due to deliverability concerns, sponsors are encouraged to not utilize CMAQ or CRP funds for the utility clearance phase of the project. Requests for this usage will be evaluated on a project-by-project basis.

Permits

It is the responsibility of the project sponsor to secure all necessary permits to design and/or implement the project. These may involve permits from the Pennsylvania Department of Environmental Protection or the U.S. Army Corps of Engineers, as well as local municipal permits and zoning approvals, PennDOT highway occupancy agreements, etc.

Public Utility Commission Involvement

Certain projects may require the involvement of the Public Utility Commission. It will be the responsibility of the project sponsor to contact the Public Utility Commission to secure the necessary actions by that agency.

Bidding

For projects that require a contractor to perform physical construction or rehabilitation, the sponsor's professional will assemble the contract proposal package. PennDOT's Engineering District Office will review the Plans, Specifications, and Estimate (PS&E) package. PennDOT will bid the project(s) through the ECMS system. [ECMS](#) (Engineering and Construction Management System) is an internet-based computer system used to manage the design and construction of PennDOT projects. Local project sponsors are required to register as a [PennDOT ECMS Business Partner](#), as is any organization that has a business relationship with PennDOT. FTA grants will have a different procedure.

Construction

Project sponsors may proceed with the construction phase of the project only upon receipt of PennDOT's written authorization (notice to proceed), which ensures that all necessary approvals have been secured. An approved contractor must perform construction. All materials used in conjunction with the project must meet project specifications and special provisions included in the Plans, Specifications, and Estimate package.

NOTE: 12-15% of the estimated construction cost is used for project inspection. The 15% *must* be included in the Total Construction Costs.

Cost Increases/Changes in Scope of Work

Each programmed project has undergone air quality analysis and has been approved for a specific scope of work and funding level based on the information submitted by the project sponsor. When preparing a project scope and cost estimate, all project materials and labor costs should reflect the anticipated year of construction. It should not be assumed that cost increases can be covered with state or federal funds. There may be cases where the sponsor must bear any unforeseen project cost increases. It should be noted that **only the project in which funding is awarded is the project that can use CMAQ or CRP funds**. If the project that is awarded funding cannot proceed, the funding will return to the SPC CMAQ or CRP line item in the TIP.

Maintenance

As maintenance is required for all projects constructed with federal funds, the project sponsor will be responsible for the maintenance of the completed project. The project sponsor should develop a plan for maintenance, upkeep and operation of a project constructed with federal funding. As part of the application for funding, the sponsor should clearly illustrate its capacity to carry out on-going maintenance once the project is complete.

Project Cancellation

A project sponsor may, at any time in the project development process, decide to cancel the project and drop out of the program. The project sponsor will be responsible for the reimbursement of all federal funds received as of that date, as well as for PennDOT staff costs incurred as a part of the project. The sponsor will also be responsible for payment of all outstanding invoices to all project contractors.

Appendix B: Tables



2025-2028 TIP – CMAQ Project Rating Scorecard

Project Name: _____ ID: _____

Scoring Factors		High (3)	Medium (2)	Low (1)	N/A (0)	Weight	Score
Air Quality Technical Analysis Factors							
1.	Change in Emissions					1	0
2.	Change in Vehicle Miles Traveled					1	0
3.	Change in Vehicle Trips					1	0
4.	CMAQ Cost per Unit Change in Emissions					1	0
5.	CMAQ Cost per Unit Change in Vehicle Trips & Vehicle Miles Traveled					1	0
Air Quality Technical Analysis Factors Score							0
Ancillary Selection Factors							
1.	Consistency with <i>Smart Moves for a Changing Region</i>					1	0
2.	Congestion Management Process (CMP) Corridor Rating					1	0
3.	Safety Improvements					1	0
4.	Funding Bonus Point? <small>Yes No</small>					1	0
5.	Air Quality Nonattainment Status in Project Area Bonus Point? <small>Yes No</small>					1	0
6.	Diesel Emissions Reduction Potential Bonus Point? <small>Yes No</small>					1	0
7.	Environmental Justice, Title VI and Justice40					1	0
Ancillary Selection Factors Score							0
Deliverability / Project Readiness							
1.	Deliverability / Project Readiness					1	0
Deliverability / Project Readiness Score							0
Total Score							0

Evaluated by: _____ Date: _____



2025-2028 TIP – Carbon Reduction Project Rating Scorecard

Project Name: _____ ID: _____

	Scoring Factors	High (3)	Medium (2)	Low (1)	N/A (0)	Weight	Score
Air Quality Technical Analysis Factors							
1.	Change in Emissions					1	0
2.	CO ² Cost per Unit Change in Emissions					1	0
Air Quality Technical Analysis Factors Score							0
Ancillary Selection Factors							
1.	Consistency with <i>Smart Moves for a Changing Region</i>					1	0
2.	Congestion Management Process (CMP) Corridor Rating					1	0
3.	Safety Improvements					1	0
4.	Funding Yes No Bonus Point?					1	0
5.	Environmental Justice, Title VI, and Justice40					1	0
Ancillary Selection Factors Score							0
Deliverability / Project Readiness							
1.	Deliverability / Project Readiness					1	0
Deliverability / Project Readiness Score							0
Total Score							0

Evaluated by: _____ Date: _____

2025-2028 TIP – CMAQ & CRP Application Forms by Project Type

SPC CMAQ or CRP Application Form	Project Type
Application Checklist	All Projects
Candidate Project Description	All Projects
Project Budget and Schedule	All Projects
Project Delivery Checklist	All Projects
Commuter Bicycle and Pedestrian Improvements	Bicycle Use Marketing / Promotion Bikeway / Bike Lane Improvements Improved Bike Access to Transit Pedestrian Network Improvement Shared Micromobility
Transportation Demand Management	Area-wide Rideshare Program Carpool/Vanpool Parking Incentives Compressed Work Week Employer-Based Rideshare Program Expansion of Existing Vanpool Program Expansion of Existing Park-and-Ride Facilities Guaranteed Ride Home Programs New Park-and-Ride Facilities New Vanpool Program Off-Street Parking Management in Commercial/CBD Areas Public Education, Outreach, Marketing, Promotions Telework Promotion
Traffic Flow Improvements	Traffic Signal Improvements Intersection Improvements/ Roundabouts Bus Lanes (queue jump or bus-only thru) Bus Pull-Offs Electronic Toll Collection at Toll Plaza Incident Management / Traffic Control Center Deploy ITS HOV/HOT Facilities
Diesel Emissions Reductions and Alternative Fuel Technologies	Commercial Marine and Locomotive Diesel Engines Off-Road Diesel Engines Diesel Emission Control Technology and Equipment Alternate Fuel Vehicles Lock and Dam Rehabilitation Diesel Replacements Fueling Infrastructure
Transit Improvement and Programs	Bus Rapid Transit Change in Service Frequency for Existing Service Change in Time of Day for Existing Service Financial Incentives for Potential Transit Users High Speed Rail New Fixed-Guideway Service New Express Service New Local Service New Shuttle Service Transit Amenities Improvements Transit Center Transit Vehicle Replacement / Fleet Expansion

Other Projects	Advanced Technology Vehicles Vehicle-to-Infrastructure Communications Equipment Commuter Choice Tax Credit Long Distance Commuter Ferry Truck Stop Idling Reduction Freight and Intermodal Facilities Port-Related Freight Operations Energy efficient street lighting and traffic control Carbon reduction strategy
-----------------------	--

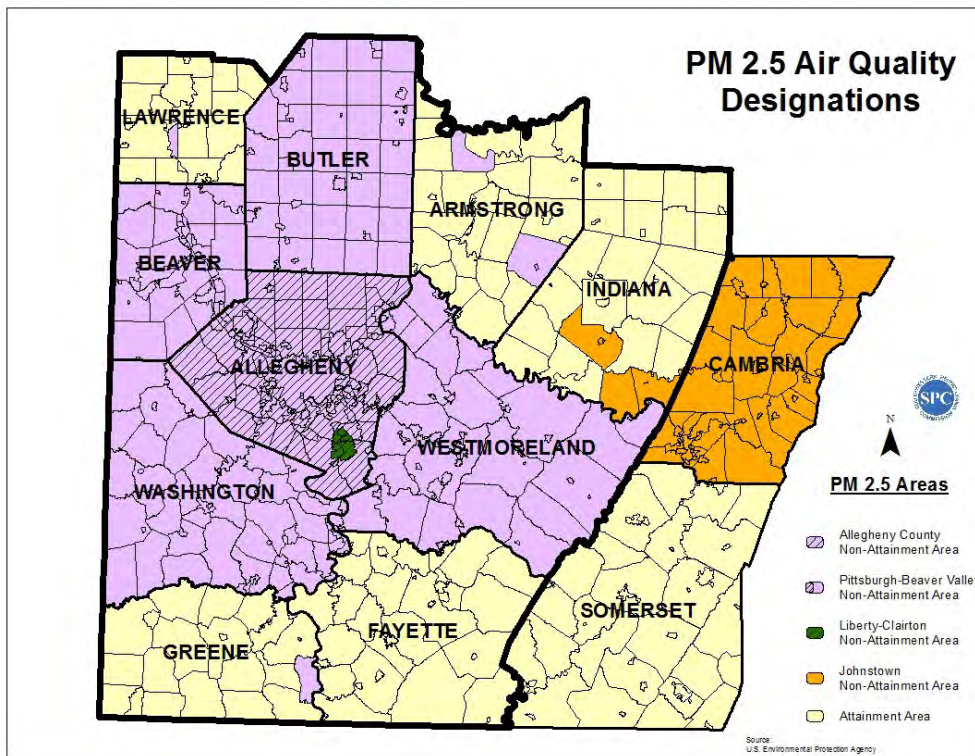
Table B-2, May 2023

2025-2028 TIP – SPC Federal Competitive Programs Selection Committee Membership

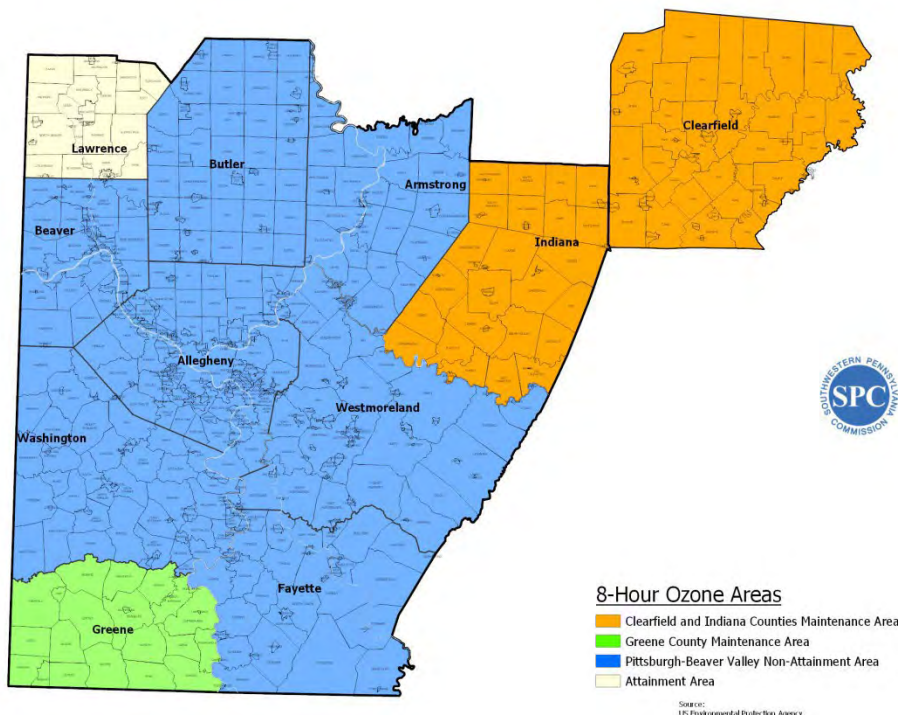
Interest Group	Number from Group	Representing	Other Criteria
Planners	11	10 SPC counties and the City of Pittsburgh	1 per SPC Member County/City of Pittsburgh
PennDOT Districts	3	PennDOT Districts 10, 11 & 12	1 per local PennDOT District
Transit	3	Transit Operators	1 each - urban, small urban, rural
PennDOT Central Office	2	PennDOT Central Office	Select from: Center for Program Development and Management, Bureau of Design and Delivery, Bureau of Public Transportation
TMA	1	Transportation Management Associations	1 of ACTA, OTMA <u>or</u> PDP
Air Quality Agency	1	Air Quality Regulatory Agency	PADEP <u>or</u> Allegheny County Health Department
Active Transportation	1	Active Transportation Organizations	Bike PGH <u>or</u> another organization TBD
Freight	1	Freight Organization	Port of Pittsburgh Commission
Resource Agencies			
Federal Highway Administration – Pennsylvania Division Federal Transit Administration – Region III PennDOT – Bureau of Rail, Freight, Ports, and Waterways SPC – CMAQ Program Staff			

Table B-3, May 2023

Appendix C: Maps – Air Quality Nonattainment & Maintenance Areas in Southwestern Pennsylvania, NHS in Pittsburgh Urbanized Area

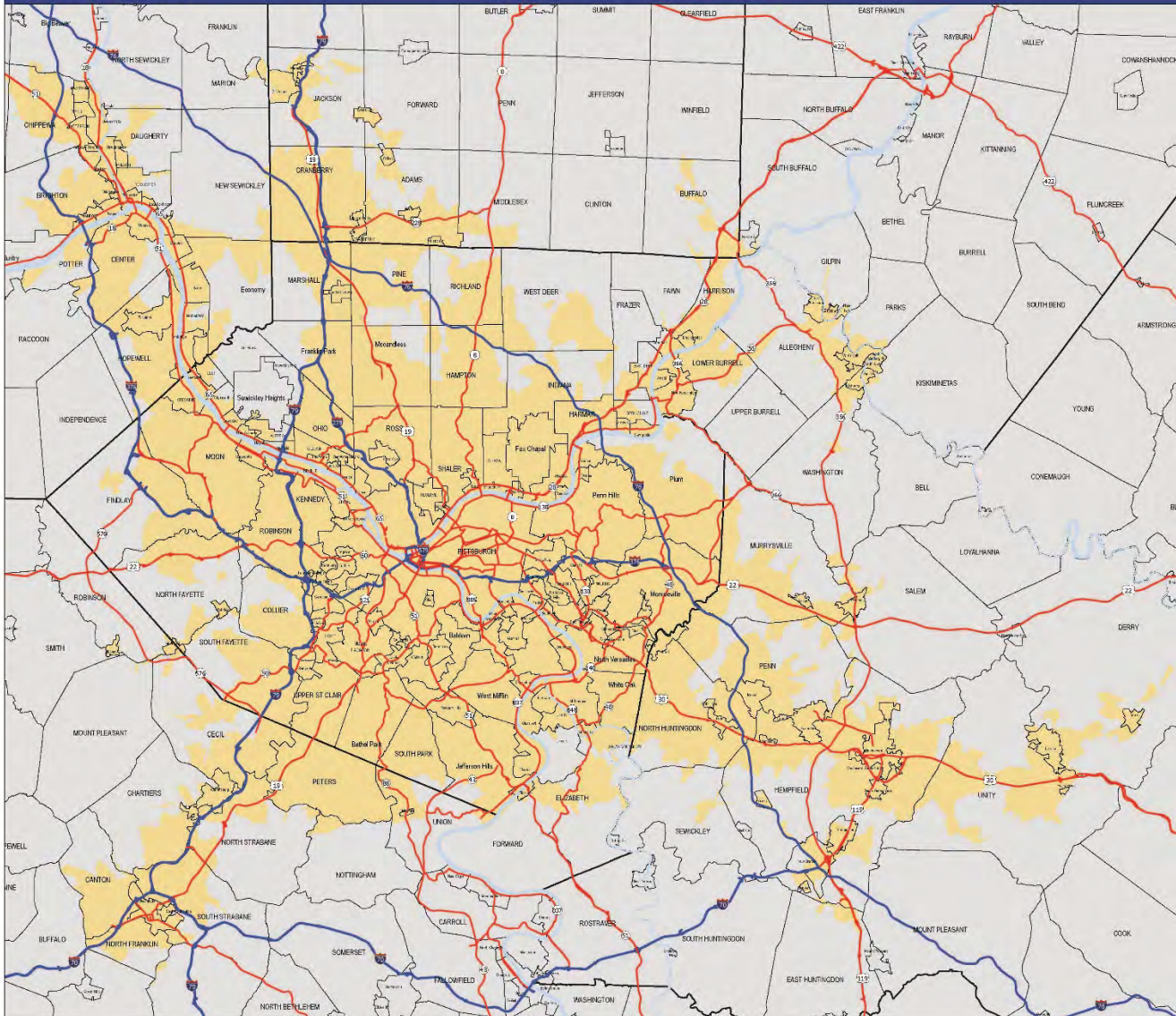


Map A - PM2.5 Areas in Southwestern Pennsylvania, August 2021



Map B - 8-Hour Ozone Areas in Southwestern Pennsylvania, August 2021

Pittsburgh Urbanized Area 2020 Census



- Pittsburgh 2020 Urbanized Area
- National Highway System
- Interstate
- Non-Interstate
- ▭ County Boundary
- ▭ Municipal Boundary
- Bodies of Water



SP242023

Map C-NHS in Pittsburgh Pennsylvania Urbanized Area, June 2023

Appendix D: Links to Additional Information and Staff Contacts

The links presented below provide information and guidance about the CMAQ and CRP Program and related topics that should be very useful to project sponsors as they complete their candidate CMAQ and CRP project applications. Click on the hyperlinks for access to each resource item.

- [SPC Homepage](#)
- [SPC Transportation Performance Management Site](#)
- [PennDOT Local Project Delivery Manual \(PennDOT Publication 740, June 2019\)](#)
- [Code of Federal Regulations: Planning Assistance and Standards](#)
- [FHWA Carbon Reduction Guidance](#)
- [FHWA CMAQ Information Webpage](#)
- [FHWA's "CMAQ Public Access System", containing project data from state DOT annual reports](#)
- [FHWA CMAQ Program Interim Guidance, November, 2013](#)
- [FHWA Interim Guidance on CMAQ Operating Assistance under MAP-21, July 2014](#)
- [SPC Congestion Management Process \(CMP\) Webpage](#)
- [SPC CMP Corridors](#)
- [SPC CMP Strategies](#)
- [SPC Regional Active Transportation Plan](#)
- [SPC Transportation Demand Management Strategic Action Plan](#)
- [US Environmental Protection Agency – Verified Technologies for SmartWay and Clean Diesel Webpage](#)

SPC Staff Contacts:

SPC CMAQ & CRP Coordinator:

Ryan Gordon

rgordon@spcregion.org

(412)-391-5590 ext. 333

SPC Air Quality Analysis Coordinator:

Dan Bernazzoli

dbern@spcregion.org

(412) 391-5590 ext. 346

SPC SharePoint Coordinator:

Kristin Baum

kbaum@spcregion.org

(412) 391-5590 ext. 329

2. TASA Guidance



**PROGRAM GUIDANCE AND PROCEDURES:
TRANSPORTATION ALTERNATIVES SET-ASIDE
PROGRAM**

June 2023

Background:

This document will describe the questions and criteria used by the Southwestern Pennsylvania Commission (SPC) to evaluate and select projects for SPC’s allocation of Transportation Alternatives Set-Aside (TASA) funding for federal fiscal years 2025 and 2026.

SPC is the federally mandated Metropolitan Planning Organization for the Southwestern Pennsylvania region, which encompasses the Counties of Allegheny, Armstrong, Beaver, Butler, Fayette, Greene, Indiana, Lawrence, Washington and Westmoreland. SPC will receive a yearly sub-allocation of approximately \$3.7 million in 2025 and then up to \$3.8 million in years 2026-2028 in federal Transportation Alternatives Set-Aside funding. **This funding is separate from, and in addition to, TASA funding from PennDOT and also must be awarded using a competitive selection process. More information on the Statewide PennDOT TASA program is available on their [Transportation Alternatives Set-Aside webpage](#).**

Schedule

The SPC Federal Competitive Programs Selection Committee will be convened in October 2023. It will assist in prioritizing the candidate projects for Federal funding on the 2025-2028 Transportation Improvement Program (TIP), reporting their findings, and making recommendations to SPC’s Transportation Technical Committee (TTC), which will ultimately recommend the final Federal SPC federally funded projects for inclusion on the TIP. Membership of the committee is designed to be a balanced and diverse representation of the SPC committees. The SPC Federal Competitive Programs Selection Committee will review the candidate projects based on the ancillary selection factor ratings that will be completed by SPC staff, and the evaluation of deliverability/project readiness that will be completed by a separate nonpartisan deliverability committee. Recommendations will be developed by early December 2023. These recommendations will be presented to SPC’s TTC and others, as appropriate, in December prior to presentation to SPC’s Executive Committee at its December meeting. The table below illustrates the TASA process timeline.

Important Milestone Dates for 2025-2028 TIP	
May TTC Meeting	Process Update
June 1, 2023	Program Guidance finalized
June 2023	Application period opens
June 20, 2023	Application and Project Delivery Webinar
July 17, 2023	Pre-application due (Also State TASA)
By July 31, 2023	SPC provides detailed application information to applicant
September TTC Meeting	Status Update
September 15, 2023	Detailed Application period closes (Also State TASA)
October – November	Application review and technical scoring by SPC staff

October - November	Deliverability evaluation by deliverability evaluation committee
October – November (TBD) Selection Committee Mtgs 1 & 2	Candidate project applications review, technical scoring review, deliverability review
Late November (TBD) Selection Committee Mtg 3	Project technical and deliverability scoring discussed and finalized. Project selection recommendations made
December TTC Meeting	Projects recommended by TTC as part of pre-draft 2025 TIP
December SPC Executive Committee Meeting	Projects approved as part of pre-draft 2025 TIP

Project Sponsor Eligibility

In 2021, the Infrastructure Investment and Jobs Act (IIJA) was passed. The IIJA maintains all previously eligible uses of the TA Set-Aside. It also expands the range of eligible applicants to include nonprofit entities, small MPOs, and State DOTs. Eligible TA Set-Aside project sponsors include:

1. Local governments;
2. Regional transportation authorities;
3. Transit agencies;
4. Natural resource or public land agencies, including Federal agencies;
5. School districts, local education agencies, or schools;
6. Tribal governments;
7. A nonprofit entity
8. Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or a State agency) that the State determines to be eligible, consistent with the goals of subsection (c) of section 213 of title 23.
9. A State, at the request of an eligible entity listed above

Non-profit agencies are strongly encouraged to work with an eligible government or authority to develop TASA candidate infrastructure projects, which construction will be administered by the facility owner. Projects that demonstrate local governmental commitment for construction administration will likely be scored much higher in deliverability than a non-profit organization on its own.

To date, PennDOT has deemed entities as eligible TA Set-Aside project sponsors if they meet the criteria above.

As State DOTs are responsible for interpreting sponsor eligibility beyond those entities clearly defined in the IJJA, PennDOT has determined that the following entities are eligible to sponsor a TA Set-Aside project:

1. County Recreational Trails Authorities
2. County Recreational Authorities
3. Urban Redevelopment Authorities
4. Transportation Management Associations (TMAs)
5. Universities and Colleges (public and private – improvements must be in public right-of-way)

In addition to the authorities noted above, PennDOT recognizes “municipal authorities” as eligible sponsors, but only when the authority’s establishing document specifically cites transportation or recreation as a stated purpose. Industrial development authorities, for instance, would not be eligible.

It is incumbent upon each project sponsor to read this guidance and become familiar with the application, selection, and implementation procedures associated with the TA Set-Aside. Applying for federal funds begins a significant undertaking, which must be led by the project sponsor from start to finish. Projects that are not able to navigate the federal requirements and be ready to be advertised for construction by August 31, 2028 may be subject to forfeiture of awarded funds and project cancellation.

Funding and Eligible Activities

Available Funding

In 2021, the Infrastructure Investment and Jobs Act (IIJA) was passed, which continues to fund the TA Set-Aside program through fiscal year 2026, there is no absolute assurance that the TA Set-Aside will continue or that more funding will be available after that date. Funds made available through the bill prior to September 30, 2026 would still be available for use after; however, new funds designated after this date, would not.

The funding breakdown below describes how the funding is currently allocated to the SPC region; again, subject to change beyond September 30, 2026.

The SPC Region receives a yearly, direct sub-allocation of approximately \$3.6 million in federal TASA funds from PennDOT.

TASA funds must be obligated within two years of award. Failure to obligate the funds will result in loss of the funding. If project is determined to not be moving in a timely manner, the funds may be re-allocation at the regional level.

TASA is not a grant program and no money is provided upfront. Approved costs will be reimbursed only after a reimbursement agreement between PennDOT and the project sponsor is signed and a Federal

Form 4232 is authorized for the project. Since the TASA funds are for construction, in order to get an approved Form 4232, the project will have to have obtained the following PennDOT clearances: right-of-way clearance, utility clearance, railroad clearance, environmental (NEPA) clearance, and have an approved PS&E package. No activities performed prior to this federal clearance are reimbursable through the awarded funding. The maximum a project can receive in TASA funds is 1,500,000 The minimum project award is \$50,000 for non-infrastructure projects and \$200,000 for infrastructure construction projects.

Once a project is authorized to advance and begins to incur costs, the project sponsor will receive invoices from the selected contractor (through a PennDOT approved process) to construct the project. The project sponsor then reviews and approves these invoices before submitting them to PennDOT for payment. PennDOT processes the payment and provides payment to the sponsor, who in turn pays the service provider. The sponsor will only be reimbursed for actual approved project expenses, up to the amount approved for the project.

Eligible Activities

The SPC TASA Program is predominantly a construction only program (a few rare exceptions are described in the project eligibility section). The local project sponsor is responsible for completing all pre-construction activities (design, environmental clearance, right-of-way and utility relocation/coordination) with local funds. TASA funds can then be used for 100% of the construction phase by being paid from the federal share, up to the awarded amount. Construction inspection and construction management activities associated with approved projects, are eligible uses of TASA funds. Any costs exceeding the amount of funds awarded through the TASA process are the responsibility of the project sponsor. Please consult the [PennDOT Publication 740: Local Project Delivery Manual](#) for a detailed description of the requirements and procedures to utilize federal transportation funding. Also, see [Appendix A](#) for a list of other regulatory requirements associated with the TASA Program.

Project Eligibility

Project sponsors must become familiar with the 11 projects and activities that PennDOT considers eligible for funding through the TA Set-Aside.

The list below describes the 11 general project categories eligible for funding through the application process. Please note, this guidance provides a general framework of eligible types of projects and activities, but individual project eligibility will be considered on a case-by-case basis.

1. Bicycle and Pedestrian Facilities

Bicycle and pedestrian projects allow communities to make non-motorized transportation safe, convenient, and appealing. Projects may include on-road and off-road trail facilities that serve to meet transportation needs of pedestrians, bicyclists, and users of other non-motorized forms of

transportation. These active transportation projects encourage healthful physical activity, keep air clean by decreasing reliance on fossil fuels, and enrich local economies with recreational assets.

Eligible Projects:

- New or reconstructed sidewalks or walkways
 - Pedestrian and bicycle signs or signals
 - Lighting that primarily benefits cyclists and pedestrians (Lighting Plan Requirements)
 - Transportation projects that achieve ADA compliance, such as curb ramps
 - New or reconstructed off-road trails that serve a transportation need, such as trails that provide connections to schools, parks, or other public places
 - Crosswalks, bicycle lanes or sharrow pavement markings
 - Widening or paving shoulders
 - Bicycle parking facilities, such as bicycle lockers and bicycle racks (including those on buses)
 - Bicycle and scooter share programs (including the purchase of bicycles/scooters)
- (see TASA Project [Eligibility Q&A in the FHWA Guidance](#) for more information)
- Shared use paths, side paths, and trails that serve a transportation purpose
 - Bicycle and pedestrian bridges and underpasses
 - Crossing improvements that shorten crossing distance, provide access, and/or primarily improve bicycle and pedestrian safety
 - Traffic realignments, road diets, or intersection changes that improve bicycle and pedestrian access or safety
 - Rails with trails projects, which are adjacent to active (not abandoned) lines
 - Safe Routes to School construction projects that align with the projects above (see [FHWA's SRTS program guidance](#) for more information).

Eligible Projects:

- Sidewalk improvements
- Traffic calming and speed reduction improvements
- Pedestrian and bicycle crossing improvements
- On-street bicycle facilities
- Off-street bicycle and pedestrian facilities
- Secure bicycle parking facilities
- Traffic diversion improvements in the vicinity of schools

2. Bicycle and Pedestrian Education (grades K-12)

Active transportation safety and education programs for students in kindergarten through the 12th grade are eligible uses of TASA funds. These non-infrastructure projects that educate or encourage children to safely walk or bike to school are defined as eligible in MAP-21 (and subsequently the FAST Act and the IIJA) that extend eligibility for SRTS non-infrastructure items defined in [SAFETEA-LU](#).

SRTS Non-Infrastructure Activities

For SRTS non-infrastructure projects, the sponsor shall pay for all activity planning, coordination, and development. PennDOT will fund the actual activities (such as a bicycle rodeo, educational assembly, safety outreach program, etc.) or items (e.g., crossing guard equipment, encouragement or safety items) at 100%. See [FHWA guidance](#) for eligible non-infrastructure projects and more information.

Eligible Projects:

- 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
- Funding for training, volunteers, and managers of safe routes to school programs

3. Conversion of Abandoned Railway Corridors to Trails

Rail-trails help to expand travel and recreational opportunities within communities. Converted rail corridors make ideal trails because of their flat grade, long length, and intact right-of-way. Rail-trails, as these types of trails are called, help to encourage physical activity and reduce air pollution.

TA Set-Aside funds can be used only for abandoned, rail banked or currently inactive rail lines; funds cannot be used to move or perform construction on active rail corridors. Funding for this category may also be used solely for purchase of railroad right-of-way or property, as long as future development of a public facility is planned.

Eligible Projects:

- Construction of multi-use trails within a railroad right-of-way
- Major reconstructions of multi-use trails within a railroad right-of-way
- Developing rail-with-trail projects, where there is an adjacent line that is no longer active
- Purchasing and converting unused railroad property for reuse as a trail

4. Construction of Turnouts, Overlooks, and Viewing Areas

By developing turnouts, overlooks, and viewing areas, communities can enhance the travel experience and supply an educational element that attracts tourists to local roads that are of scenic, historic, natural, cultural, archeological, and recreational significance.

Under this category, special attention should be considered in those areas that are designated as PA Byways by PennDOT, designated Heritage Areas by the Department of Conservation and Natural Resources (DCNR), as well as those areas that are listed on the National Register of Historic Places and those areas affiliated with the National Park Service.

TA Set-Aside funds may not be used for the construction of visitor or welcome centers, or the staffing, operating, and maintenance associated those facilities. Marketing or promotion of such facilities is also ineligible.

Eligible Projects:

- Construction of turnouts, overlooks, and viewing areas
- Interpretive signage or kiosks explaining site significance
- Right-of-way acquisition for such facilities may be considered

5. Outdoor Advertising Management

The control and removal of outdoor advertising activity allows communities to preserve the scenic character of their roads by tracking and removing illegal and non-conforming billboards. Non-conforming signs are those signs that were lawfully erected but do not now comply with the Highway Beautification Act of 1965.

Eligible Projects:

- Billboard inventories, including those done with GIS/GPS
- Removal of illegal and non-conforming billboards

6. Historic Preservation and Rehab of Historic Transportation Facilities

Historic Preservation and Rehabilitation of Historic Transportation Facilities category allows communities to rehabilitate and restore surface transportation facilities of historic significance. These rehabilitated facilities serve to educate the public and to provide communities with a unique sense of character that attracts tourists and generates a vibrant economic life.

Eligible projects must rehabilitate, restore, or improve interpretation of a historic transportation facility. Historic transportation facilities must be listed or eligible for listing on the National Register of Historic Places. The Pennsylvania State Historic Preservation Office can help determine which areas or structures are listed. Contact the Preservation Office at 717-783-8946 or contact Elizabeth Rairigh at 717-705-4035 or erairigh@pa.gov for assistance.

Structures and facilities include tunnels, bridges, trestles, embankments, rails or other guide ways, non-operational rolling stock, canal viaducts, tow paths and locks, stations, and other man-made surface transportation.

Eligible Projects:

- Restoration and reuse of historic buildings with a strong link to transportation history
- Restoration and reuse of historic buildings for transportation related purposes
- Interpretive displays at historic transportation related sites
- Access improvements to historic transportation related sites and buildings
- Restoration of railroad depots, bus stations, and lighthouses
- Rehabilitation of rail trestles, tunnels, bridges, and canals
- Increasing building accessibility, in accordance with ADA guidelines
- Heating or cooling systems *only when deemed necessary for preservation of the historic structure*; not for the comfort of guests or staff

7. Vegetation Management

Through the Vegetation Management activity, communities improve roadway safety, prevent against invasive species, and provide erosion control along transportation corridors.

Eligible Projects:

- Clearing of low-hanging branches or other vegetation encroaching on a travel corridor
- Landscaping to improve sightlines or other safety considerations
- Removal of invasive species
- Planting grasses or wildflowers to manage erosion along transportation corridors

8. Archaeological Activities

The Archaeological Activities category allows communities to explore the history in America with archaeological excavations and surveys in conjunction with highway construction projects.

Only projects related to the impacts of implementing a transportation project are eligible for funding under this category.

Eligible Projects:

- Research, preservation planning, and interpretation
- Developing interpretive signs, exhibits, and guides
- Inventories and surveys

9. Stormwater Management

Stormwater Management projects allow communities to decrease the negative impact of roads on the natural environment. Storm runoff over road surfaces carries pollutants into water, upsetting the ecological balance of local waterways and degrading water resources for humans and animal populations. Additionally, stormwater runoff may also erode soil, potentially reducing structural stability, augmenting flood events, and stripping soil from sensitive agricultural areas. Projects funded in this category seek to reduce these environmental impacts.

Eligible Projects:

- Detention and sediment basins
- Stream channel stabilization
- Storm drain stenciling and river clean-ups
- Water pollution studies

10. Wildlife Mortality Mitigation

Wildlife Mortality Mitigation allows communities to decrease the negative impact of roads on the natural environment. Roads can harm wildlife through habitat fragmentation and vehicle-caused wildlife mortality.

Eligible Projects:

- Wetlands acquisition and restoration

- Stream channel stabilization
- Wildlife underpasses or overpasses which may include bridge extensions to provide or improve wildlife passage and wildlife habitat connectivity
- Monitoring and data collection on habitat fragmentation and vehicle-caused wildlife mortality

11. Vulnerable Road User Assessment Activity

With IJA, states are now required to develop and maintain a Vulnerable Road User (VRU) Safety Assessment by November 15, 2023. This assessment must perform a quantitative analysis of vulnerable road user fatalities and serious injuries, identify areas as “high-risk” to vulnerable road users, and develop a program of projects to reduce safety risks to vulnerable road users in these high-risk areas. Such projects will be eligible for TA Set-Aside funds. However, Pennsylvania’s VRU assessment has not yet been completed, and high-risk areas have not yet been identified. Therefore, projects will likely not be eligible under this provision for the 2023 Statewide application round.

Vulnerable Road User Safety Assessments address the increasing number of fatalities and serious injuries involving non-motorists. Vulnerable road users include pedestrians, bicyclists, other cyclists, and persons on personal conveyance. See FHWA’s Vulnerable Road User Safety Assessment Guidance for more information.

Ineligible Activities

Per MAP-21, and as continued in the FAST Act, some items previously eligible under the Transportation Enhancements program are no longer eligible. Notably, formerly eligible projects such as the creation and operation of transportation museums, and tourist and welcome centers are no longer eligible.

While general education programs for bicyclists and pedestrians are no longer eligible, active transportation safety and education programs for students in kindergarten through the twelve grade remain eligible. The eligibility of these programs and activities is preserved through provisions in MAP-21 (and subsequently the FAST Act) that extend eligibility for SRTS non-infrastructure items defined in SAFETEA-LU.

Project Eligibility Determinations

Project sponsors should design projects that clearly fit into the eligible categories defined in this document. SPC staff in consultation with PennDOT Central Office and FHWA will make the final determination on project eligibility and will disallow any project that is not clearly eligible. It is the responsibility of the project sponsor to present how the project aligns with the guidelines for eligible project activities.

Application Process

Project Applications

A complete TASA candidate project application will consist of several components. These include:

- Candidate Pre-Application form (required for all projects)
- Candidate Project Detailed Application form (required for all projects)
- Candidate Project Deliverability Form (required for all projects)
- Additional Information forms (as many as needed to fully describe the project)
- Supporting information (maps, drawings, photographs, reports, etc.)

Project sponsors should download the required pre-application form from the [SPC website](#), enter appropriate information about the candidate project on each form, and follow the described submittal process. If supporting information is part of the project application package, the project sponsor should identify each piece of supporting information on an Additional Information form. The application forms are interactive files and completed forms must be saved as interactive files. Handwritten paper copies, or electronic copies without the interactive features cannot be accepted. ***All fields in the Pre-Application are required to be completed.***

Completed forms and all supporting documents must be submitted electronically. Electronic submissions of all application material are required via SPC's SharePoint site. The applicant for the proposed project will be responsible for uploading the preapplication and final application zip files to a secure folder on SPC's SharePoint site. The SPC SharePoint site requires a username and password. ***The project sponsor contact must contact Greg Shermeto at gshermeto@spcregion.org on or before September 9, 2023 to indicate intent to submit a pre-application and to obtain a temporary username and password.***

The applicant will be provided with a secure folder in which the application zip files are to be uploaded prior to the submission deadlines. Any technical difficulties using SPC's SharePoint site should be directed to Greg Shermeto at the email address listed above.

Application Review

SPC staff will review pre-applications submitted by the deadline for eligibility and notify applicants of any ineligible submittals. SPC staff will notify applicants and provide a link or file of the full, detailed application.

Projects that apply to the regional and also the PennDOT TASA program will be required to have a draft application consultation with the PennDOT District TASA coordinator and the SPC TASA coordinator prior to the detailed application. The goal of a Draft Application meeting is to complete a preliminary review of the proposed project to evaluate eligibility, scope of work, cost estimates, and to determine the feasibility of completion within the required timeframe. The deadline for the full TASA application is September 15, 2023. Applicants will be notified if the applications are incomplete and will be given one week to submit missing or incomplete information.

Project Prescreening

Screening criteria addresses provisions of the Infrastructure Investment and Jobs Act, and assesses consistency with SPC's current Long Range Plan *SmartMoves for a Changing Region* and local comprehensive plans. Projects must be shown to be consistent with FAST Act eligibility requirements, *SmartMoves for a Changing Region*, and the local or county comprehensive plan or they will not be considered further.

Project Evaluation Criteria

All of the candidate projects will be evaluated on six TASA Technical Analysis Factors which evaluate the projects benefits in terms of connecting existing facilities, connections and access to activity centers and transit facilities, community improvements, environmental impacts, and to Environmental Justice communities. There are also four Ancillary Factors that rate each project on consistency with the SPC Long-Range Transportation Plan, the Congestion Management Process, contributions toward improving safety, and funding. Lastly, each project will be scored in terms of its readiness and deliverability.

SPC staff and the deliverability committee will evaluate each project based on the identified factors. A composite of all of the candidate projects and their ratings will then be presented to the TTC for final approval.

A majority of the factors rely heavily on outcome-driven, performance-based metrics. The increased focus on performance based planning and programming is a result of FAST Act (2015), which aims to create a streamlined and performance-based surface transportation program and builds on many of the highway, transit, bicycle, and pedestrian programs and policies originally established in ISTEA (1991). StateDOTs and MPOs must make investments and policy decisions to advance and promote the federal transportation planning factors:

- (1)** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2)** Increase the safety of the transportation system for motorized and non-motorized users;
- (3)** Increase the security of the transportation system for motorized and non-motorized users;
- (4)** Increase accessibility and mobility of people and freight;
- (5)** Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6)** Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

- (7) Promote efficient system management and operation;
- (8) Emphasize the preservation of the existing transportation system;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- (10) Enhance travel and tourism.

These national goals are reflected in SPC's current Long Range Plan *SmartMoves for a Changing Region* through the plan performance measures, which are ultimately implemented through the TIP and programs like TASA.

Details on how each of the six TASA Technical Analysis Factors, the four Ancillary Factors and project delivery/readiness will be scored are presented below:

TASA Technical Analysis Factors

1. Connections to Existing Facilities or Network Expansion

The key to establishing an accessible, well connected network of bicycle and pedestrian facilities is building off of existing infrastructure and providing connections where there currently are none. A continuous, consistent system is safer and more attractive to users. Fragmented and inconsistent systems can create conflict points and confusion among users.

Projects that connect two or more existing alternative transportation facilities will receive a **High (3)** rating. Projects that extend an existing facility will receive a **Medium (2)** rating, and projects that will construct a new, independent facility that does not connect to any existing facilities will receive a **Low (1)** rating.

2. Access to Public Transportation Facilities

Encouraging people to use alternative modes of transportation (public transportation, bicycling, walking) in both work and non-work trips supports the overall regional vision, goals, strategies, and performance measures adopted in the current SPC long range plan (*SmartMoves for a Changing Region*). Providing "last mile" connections (sidewalks, bicycle lanes, etc) as well as enhancements to the transit facilities themselves (benches, bicycle parking, bicycle racks for transit vehicles, etc) make utilizing alternative transportation modes more attractive to all users.

Projects in this category will be awarded points based on their level of integration with existing public transportation facilities such as commuter parking lots, transit stops and their connections to the surrounding community. Projects that seek to connect to public transportation facilities, provide accommodations at public transportation facilities, and provide bicycle racks on transit vehicles will receive a **High (3)** rating, projects that integrate two of the features will receive a **Medium (2)** rating and projects that incorporate one of these features will receive a **Low (1)** rating. Projects that do not seek to integrate bicycle and/or pedestrian accommodations with public transportation will receive 0 points.

3. Connections to Local Activity Centers

The integration of transportation and land use planning is a critical component in developing sustainable, attractive communities. To achieve the regional vision, it is important to link local activity centers throughout the region with the residential areas in which they serve and support via multimodal travel options. Activity centers include areas such as commercial/retail and employment centers, as well as civic, institutional and healthcare, educational, and recreational facilities. These areas can be in the form of a central business district, or a town center; a municipal building or complex; medical or health care facilities; schools, universities, colleges; and state, regional or local parks.

Projects in this category will be scored on the level of connectivity between residential areas and local activity centers. Projects connecting three or more of the listed activity center types will receive a **High (3)** rating. Projects connecting residential areas to two of the listed activity center types will receive a **Medium (2)** rating, and project connecting only one type of activity center with the surrounding residential area(s) will receive a **Low (1)** rating. Projects not providing any type of access or connectivity to activity centers will receive 0 points.

4. Community Improvement

Eligible community improvement projects (other than improvements made from bicycle and pedestrian infrastructure) include bicycle and pedestrian education (grades K-8 only); streetscapes and corridor landscaping¹; historic preservation and rehabilitation of historic transportation facilities; outdoor advertising management; and the construction of turnouts, overlooks and viewing areas. These projects provide benefit to many aspects of the community from preserving historic, transportation related infrastructure for public use to educating children on how to safely navigate streets when bicycling or walking.

Projects in this category will be evaluated and scored based on the overall number of community improvement activities included in a candidate project. Projects solely focused on community improvements or projects that combine three or more community improvement elements in the scope of the project will receive a **High (3)** rating. Projects combining two community improvement elements will receive a **Medium (2)** rating and projects with one community improvement element will receive a **Low (1)** rating. Projects that do not address any community improvement elements will receive 0 points in this category.

Projects that provide a community improvement in a designated Justice 40 area will receive an **additional bonus point** above the ratings described above. The federal Justice40 Initiative promotes federal investment in disadvantaged communities.

¹ While not expressly described under eligible activities, projects such as streetscaping and corridor landscaping may be eligible under TASA if selected through the required competitive process. Landscaping and scenic enhancement may be eligible as part of the construction of any Federal-aid highway project under 23 U.S.C. 319, including TASA-funded projects.

5. Environmental Impacts

Mitigating the negative effects of transportation infrastructure on the environment (water, soils, vegetation, and wildlife) is an important consideration when developing new or reconstructing existing facilities.

Projects in this category will be scored based on the level of environmental mitigation being proposed as a component of the overall project. Projects that are solely focused on environmental mitigation or vegetation management will receive a **High (3)** rating; projects that are not solely focused on environmental mitigation or vegetation management but have a strong environmental component will receive a **Medium (2)** rating. Projects that have only the required minimum environmental mitigation or vegetation management will receive a **Low (1)** rating. Projects not addressing any environmental mitigation or vegetation management will receive 0 points.

6. Environmental Justice, Title VI, and Justice 40

The U.S. Environmental Protection Agency's Office of Environmental Justice defines environmental justice as "The fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations and policies. Fair treatment means that no group of people, including racial, ethnic, or socioeconomic group should bear a disproportionate share of the negative environmental consequences resulting from industrial, municipal, and commercial operations or the execution of federal, state, local, and tribal programs and policies."

Through executive order 14008, the current administration created the Justice40 Initiative to confront and address underinvestment in disadvantaged communities. Mapping available at <https://experience.arcgis.com/experience/0920984aa80a4362b8778d779b090723/page/Applicant-Explorer/> indicates the Justice 40 disadvantaged census tracts for the US DOT.

Projects will be evaluated based on the positive impacts to the greatest number of Environmental Justice (EJ) Communities and Justice 40 US DOT areas. Projects will receive a **High (3)** rating if the project provides positive benefits in both a low income and minority EJ Communities, or the project is in a designated federal Justice 40 area.

Medium (2) If the project provides benefits to a low income or minority EJ area or a Justice 40 US DOT area.

Low (1) Rating: If the project provides positive benefits in one EJ Community and one or more Title VI Community

Projects not located in an EJ, Justice 40 area, or a Title VI Community will receive **0 points**.

In order to score this criterion, SPC staff will map each project and overlay them with identified Justice 40 US DOT areas, EJ, and Title VI Communities, as defined by USDOT Guidelines and US Census data.

Ancillary Selection Factors

The ten federal transportation planning factors for federal highway programs and *SmartMoves for a Changing Region* through the plan strategies are ultimately implemented through the TIP and programs

such as TASA. Details on how each of the Ancillary Selection Factors will be scored are presented on the following pages:

1. Consistency with the current SPC Regional Long Range Plan, *SmartMoves for a Changing Region*

All applicants must demonstrate consistency with the [Long Range Transportation Plan \(Smart-Moves\)](#) strategies, the Regional Vision, and related strategies (listed below). Project sponsors will be given a checklist with the following plan vision/strategies and will be asked to check each one that the candidate project will help to advance.

Vision:

A world-class, safe and well maintained, connected multimodal transportation system that provides mobility for all, empowers resilient and sustainable communities, and supports a globally competitive economy.

Relevant Strategies:

Integrate multiple forms of public/ private transportation to provide increased mobility equitably for all users including those in underserved rural areas and disadvantaged populations.

- Fund additional transportation infrastructure through private sector partnerships, user fees, value capture, and other appropriate mechanisms; broaden revenue tools available to local governments to fund infrastructure projects.
- Employ holistic planning for mobility and accessibility when developing and prioritizing projects. Make transportation improvements fit community context and enhance local quality of life.
- Promote institutional investment in older communities, repurposing versus demolition, and ensure that affordable housing is retained utilizing best practice models in the region for land use, vacant properties, and environmental strategies.
- Support and encourage transportation projects and programs that will contribute to attainment or maintenance of the national ambient air quality standards (NAAQS) for ozone, carbon monoxide (CO), and particulate matter (PM).
- Embrace and expand emerging infrastructure innovations and technologies including planning, design, materials, and construction processes for a more adaptable and resilient built environment.
- Invest in strategies that adapt to and decelerate the impacts of climate change. This includes investment in disaster preparedness, response, and recovery, as well as, creating awareness about climate change, its projected impacts, and regional strategies.
- Improve infrastructure efficiency through technology implementation in project development, design, construction, operation, and maintenance.
- Conservation of the region's natural resource assets and key tracts of land enhances environmental quality, natural land connectivity, habitat corridors, and agricultural lands preservation, and provides recreational opportunities for residents and tourists.

Projects that meet the Vision and seven (or more) Strategies, will receive a **High (3)** rating for this scoring factor, projects that meet the Vision and four to six Strategies, will receive **Medium (2)**, and projects that meet the Vision and one to three Strategies will receive **Low (1)**. Projects that do not advance the Vision or Strategies will receive 0 points.

2. Active Transportation Plan Consistency

The Regional Active Transportation Plan for Southwestern Pennsylvania (ATP), is intended to provide not only a cohesive vision for primarily non-motorized travel across the region, but also technical guidance to local governments seeking to achieve their respective local active transportation goals. As discussed in the Background Section, the ATP has four overarching Goals:

1. Strengthen Communities
2. Improve Transportation Safety and Security
3. Enhance Multimodal Accessibility and Connectivity
4. Improve Public Health and Enhance the Environment.

Projects that advance all four Goals will receive a **High (3)** rating for this scoring factor, projects that advance 3 Goals will receive **Medium (2)**, and projects that advance at least one Goal receive **Low (1)**. Projects that do not advance any of the Goals will receive 0 points. Additionally, projects in identified DCNR PA Priority Trail Gaps (<https://maps.dcnr.pa.gov/trailgaps/>) will receive 1 bonus point.

3. Safety Improvements

Safety is an essential consideration to all transportation improvement projects. In order to evaluate the safety impacts of the candidate TASA projects, similar project categories will be grouped together and calculated as follows:

- Transit, Active Transportation and Transportation Demand Management (TDM): Regional crash rate per million vehicle miles traveled*projected reduction in vehicle miles traveled = expected reduction in crashes. For Active Transportation projects, reduction in level of traffic stress will also be factored.
 - Traffic Flow:
 - Two way AADT*regional crash rate (by federal functional classification)*365/1,000,000 = number of crashes per mile
 - Number of crashes per mile*mileage of project = total number of crashes
 - Expected reduction in crashes = total number of crashes*crash reduction factor¹

Projects that are expected to reduce 2.0 or more crashes per year will get a **High (3)** score. Projects with an expected reduction in crashes from .75 to 1.99 will get a **Medium (2)** score, and projects with an expected reduction of less than .74 crashes will score **Low (1)**. Projects with no demonstrable impact on safety will receive 0 points.

4. Funding

There are two considerations for this factor: federal share and non-traditional funding sources.

Projects that bring significant non-federal and non-traditional funding to the TIP warrant additional consideration. Projects requesting funding of less than 50% of the total project cost from federal funding programs will get a **High (3)** score for this scoring factor. Projects requesting between 50% and 70% federal share will get a **Medium (2)** score. Projects requesting between 70% and 80% federal share will score **Low (1)**. Projects with a federal share above 80% will score **Not Addressed (0)**.

In addition, projects that can show a firm, in writing, commitment of non-traditional funding to the project will get **1 additional point**. These projects are typically public/private partnerships that provide some of the required non-federal matching funds from private donations, philanthropic sources, local businesses, or other non-government resources. Documentation verifying sources and committed amounts must be included with the candidate's application.

Deliverability/Project Readiness

Project readiness and ease of deliverability of potential TASA projects are essential to maximize federal funding opportunities for the region, as all federal funds and programs have a deliverability timeframe that must be met or funding could be lost.

Readiness and deliverability evaluation criteria were established that will be used to review and evaluate project applications based on a range of factors. Applicants should review and become familiar with PennDOT's [Publication 740: Local Project Delivery Manual](#). Applicants can also review PennDOT's [Local Projects Website](#) which includes Publication 740 videos that give an overview of the entire project process. Each applicant will submit a project delivery checklist. Often during project development, issues arise that delay project delivery and these potential issues will be evaluated in the deliverability scoring. For example, projects with complex right-of-way, utilities, and / or railroad involvement are likely to score lower in regard to deliverability. Projects within existing right-of-way, with no utility or railroad involvement are likely to score higher. Each proposed project will be scored on applicant responses within the project delivery checklist section of the application. A nonpartisan Deliverability Committee will evaluate each candidate project in terms of its ability to be delivered on-time and within budget. This committee will be appointed by SPC staff and will serve as a separate committee that will inform the SPC Federal Competitive Programs Selection Committee. Utilizing the collective knowledge, experience, and removing any conflicts of interest, the committee will meet and discuss the scores and major discrepancies.

The Deliverability Committee will review each application and rate the project based on ten deliverability criteria. The ten deliverability criteria are outlined below. Applications that are non-infrastructure will not be ranked on, nor will consideration of the application be impacted by, right-of-way, railroad, or utilities. These criteria are further defined below:

1) Sponsor History

Sponsors that have managed a federal project successfully in the past, attended a training regarding local project management or PennDOT's Publication 740 training = 3.

Sponsors that have never managed a federal project but have attended a training regarding local project management or PennDOT's Publication 740 training = 2.

Those sponsors that are new to federal project management and have not attended a training regarding local project management or PennDOT's Publication 740 training = 1.

2) Community / Political Support

Applicants should include examples of political and community support (letters of support, meeting minutes, etc.).

Application includes documentation of community/political support (resolution of support, political support letters, documented community request, evidence of positive public outreach, endorsed by local advocacy groups) = 3.

Application mentions community / political support, but no documentation provided = 2.

No discussion or documentation of community / political support = 1.

3) Community / Political Opposition

Project with no known opposition = 3.

Project with potential opposition = 2.

Project with known opposition = 1.

4) Environmental Clearance / Permit Complexity

In addition to information included in the application the environmental deliverability criteria will use the SPC environmental project scoring, which is similar to the PennDOT Connects environmental scoring and based on known environmental resources and constraints to help to evaluate the project area for environmental concerns. Each project will be mapped and run through the scoring model and assigned a score.

Project area has no known environmental concerns (public parks, historic, T&E, wetlands, potential hazardous waste) and low disturbance (Low Connects Score) = 3.

Project area has high probability of encountering resources and moderate disturbance = 2.

Project area has high probability of encountering resources and a large disturbance footprint (High Connects Score) = 1.

5) Other Agency/Entity Involvement

Applicants should show evidence that they have coordinated with other agencies that will need to be involved with the project. For example, if the proposed project is located on a State Route the project sponsor should show evidence that they have introduced and discussed this project with a representative of PennDOT. Another example is a project that spans multiple municipalities, or a project sponsored by a County who needs to coordinate with the municipality where the project is located.

No coordination needed with other agencies/entities = 3.

Medium level of other agency/entity involvement = 2.

High Level of other agency/entity involvement (PennDOT=SR, DCNR = Parks) = 1.

6) Project Readiness

Applicants should provide a well-defined scope, schedule, and cost estimate with details on how the estimate was developed. Applicants that include a design will score higher than applications with no design; the score may be impacted by the reviewing committees' interpretation of "design" vs. "planning concept". Projects that involve a purchase, program, or promotion will score a three unless the reviewing committee feels there would be delays with fund transfer or does not have a detailed plan for what is being purchased or promoted.

Application includes design plans completed by a consultant knowledgeable with PennDOT's requirements and/or the project is immediately ready to move into construction = 3.

Application includes design concept = 2.

Projects that are in the planning stages = 1.

7) Understanding Project Development Process

Project sponsors should consult *PennDOT Publication 740: Local Project Delivery Manual* in order to proactively identify any potential deliverability issues the candidate project(s) may experience and factor them into their schedules and cost estimates.

Sponsors who have hired a consultant that is very knowledgeable with PennDOT's project delivery process = 3.

Sponsors who have hired a consultant that is somewhat knowledgeable with PennDOT's project delivery process = 2.

Sponsors who have hired a consultant that is unfamiliar with PennDOT's project delivery process = 1.

8) Anticipated Utility Involvement

Application should show an understanding of what utilities are in the project area and whether any may be impacted.

There is no known utility involvement or less than 24 inches of excavation = 3.
High probability of encountering utilities but low probability of relocating = 2.
High probability of encountering utilities and high probability of relocating = 1.

9) Railroad located within or adjacent to the project area

Application should note whether a railroad or at-grade crossing is within the project area and may be impacted / altered. Application should note whether an adjacent railroad could be involved (need for protection services, access permits, etc.).

No railroad in project area = 3.

Railroad nearby but low probability of involvement = 2.

Railroad involved = 1.

10) Right-of-Way Acquisition

Applicant should note if the project can be constructed entirely within existing public right-of-way, and be ready to prove with documentation, should the application be awarded a grant. If right-of-way is required for the project, the application will generally score lower than projects with no required right-of-way. Even if the right-of-way is owned by the sponsor, a review from PennDOT Right-of-Way unit may be required.

Project is entirely on local sponsor owned transportation right-of-way or Department owned right-of-way = 3.

Project involves temporary construction easements or minor strip takes = 2.

Project involves right-of-way acquisition = 1.

The criteria are then weighted according to the anticipated effect on timely delivery. For example, right-of-way acquisition is weighted higher than sponsor history. These scores are combined into one deliverability score for each project.

Appendix A: Other Regulatory Requirements

There are a number of State and Federal regulatory requirements that apply to this program. Most, if not all, of these requirements (competitive bidding, minority business participation, Davis Bacon Act, prevailing wage rates and Americans with Disabilities Act) can be unfamiliar to project sponsors. In most cases, for compliance with environmental regulations during preliminary engineering, it is expected that project sponsors will secure professional assistance familiar with PennDOT policies and procedures (consulting engineers, landscape architects) to assist them in satisfying these requirements and advancing their project. PennDOT District staff should be contacted to assist with the interpretation and application of these requirements. In addition, sponsors should reference [PennDOT Publication 740: Local Project Delivery Manual](#)

A list of some of these requirements, as well as a brief discussion of each, follows.

Agreements and Eligible Costs

The project sponsor must execute a standard legal agreement with PennDOT prior to proceeding with any work on the project. Any project costs incurred prior to the execution of a reimbursement agreement for which federal dollars are requested will **not** be eligible for reimbursement. PennDOT will provide guidance, if requested. Interest payments made by municipalities or other project sponsors to finance any portion of the project costs are **not** reimbursable.

Proprietary Items

The project specifications must list “three manufacturers” or “approved equal” or a generic specification. If a proprietary item is required, an approval letter from PennDOT Central Office will need to be obtained. A sample request letter can be provided if required by any sponsor. All items must also be Bulletin 15 approved or a waiver will be required.

Budget

The sponsor must demonstrate that there is an acceptable funding strategy for the project. A well-defined scope of work is needed to develop an accurate budget. Budget considerations are very important and an itemized list of anticipated expenses (including labor, supplies, materials and other anticipated costs) should be provided in an application attachment. The budget must be prepared and should be divided into project development phases that include environmental clearance, right-of-way, and construction phases. The budget should identify all sources of funding and how each itemized activity will be funded. Estimated funding for the project that may be from sources other than TASA should be identified, such as other federal funds (not the US DOT), state, local, donated services, in-kind services, volunteer, etc. Even though the preliminary engineering and right-of-way are not funded by TASA funds, a complete budget is needed to ensure that the applicant can fund the required project phases.

Speaking with PennDOT Engineering District staff and other professionals familiar with PennDOT policies and regulations – such as architects, designers, engineers, contractors or other appropriate individuals that have PennDOT project experience – is highly recommended.

The budget section of the application must be completed and divided into project development phases that include preliminary engineering, final design, right-of-way, utilities and construction phases. The budget should identify all sources of funding and how each itemized activity will be funded.

Pre-Construction Costs

The project sponsor is responsible for funding pre-construction activities; they are not eligible for TA Set-Aside funds. Funding for pre-construction phases may come from any combination of federal, state, local, or private funds. The sponsor should also list any donated, in-kind, and volunteer services, including those from the Youth Conservation Corps. Even though the preconstruction activities are not funded by program funds, a complete budget is needed to ensure that the sponsor can fund the required project phases. Development of the pre-construction phase will be expected to be consistent with the PennDOT Connects process.

Project Construction Cost Estimate – Bid Items

For the construction phase, the project sponsor must develop and attach to the project application a construction cost estimate that includes the following:

- ECMS Item numbers (optional)
- Bid Item Description/Name
- Quantity
- Unit of Measure
- Unit Price
- Item Total Cost

Example:

ECMS ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	ITEM COST
0608-0000	MOBILIZATION	1	L.S.	\$27,000.00	\$27,000.00
0686-0001	CONSTRUCTION SURVEYING	1	L.S.	\$8,000.00	\$8,000.00
0901-0001	MAINTENANCE AND PROTECTION OF TRAFFIC	1	L.S.	\$15,000.00	\$15,000.00
0849-0010	ROCK CONSTRUCTION ENTRANCE	2	EA	\$3,500.00	\$7,000.00
0866-0005	HEAVY DUTY SILT BARRIER FENCE	100	L.F.	\$11.00	\$1,100.00
0867-0012	COMPOST FILTER SOCK, 18" DIAMETER	200	L.F.	\$10.00	\$2,000.00
0201-0001	CLEARING AND GRUBBING	1	L.S.	\$5,000.00	\$5,000.00
0627-3020	TEMPORARY BARRIER, TEST LEVEL 3, <I=2'	120	L.F.	\$70.00	\$8,400.00

Project Construction Cost Estimate – Inflationary and Other Costs

Construction Inspection Costs

Construction inspection costs must be included in the total construction costs. For projects under \$1 million in total construction costs, up to 15% of the construction costs is allowed for project inspection. If a project has a construction cost of over \$1 million, up to 12% of the construction costs is allowed for the inspection cost.

Contingency Costs

Project sponsors may add up to 10% to the cost of the construction phase of the project (not the inspection phase) to account for unforeseen expenses.

Inflationary Costs

Project sponsors must design their project cost estimates for the year in which the project is anticipated to be constructed, not the year that the application is submitted. Most projects selected in this application round will go to construction in calendar year 2024 or later, depending on the complexity of the project and the degree to which the sponsor has advanced project design. For the purposes of cost estimating, it is recommended that project sponsors consider inflationary costs. An inflation rate of 3% per year is acceptable. Project sponsors should create project cost estimates that assume construction in 2024 or later.

Please enter the federal funds requested for the project. The following costs may be added to the total construction cost:

- Up to two years of inflation at 3% per year
- Contingency costs may be included, but may not exceed 10%
- Construction Inspection (15% for projects < \$1 million, 12% for project ≥ \$1 million)

Based on the project, and in consultation with the consultant and PennDOT District, the estimate may also need to contain allowances for the items below:

- Administration/Department Costs
- Maintenance and Protection of Traffic
- Erosion and Sedimentation Control
- Inspector's Field Office, Equipment Package, and Microcomputer
- Mobilization
- Stormwater
- Drainage
- Pre-Construction Schedule
- Construction Surveying
- Internal Facilitation

It is also important to note that PennDOT pre-qualified contractors will be required, and that Davis Bacon wage rates will apply. These factors will increase project costs above that of a typical municipally funded project.

Cost Estimating Resources

In addition to working with the consultant and PennDOT District personnel, please reference [PennDOT Pub 352 - Estimating Manual](#) which will provide more detailed information.

As sponsors develop their estimated budget, they should talk with PennDOT Engineering District staff and other professionals familiar with PennDOT policies and regulations, such as architects, designers, engineers, contractors or other appropriate individuals that have PennDOT project experience. **Important:** Project sponsors should design their project cost estimates for the year in which the project is anticipated to be delivered. Note also that 15% of the estimated construction cost is used for project inspection. The 15% must be included in the Total Construction Costs. In addition, project sponsors should factor in “Commonwealth incurred costs” at approximately 2% of the total construction cost.

Reimbursement

The TA Set-Aside Program is a federal cost reimbursement program and no money is provided upfront. No reimbursement will be provided for costs incurred before a Federal Form 4232 is authorized; **this does not occur automatically once a project is awarded.**

The Form D-4232 (commonly referred to as simply “4232”) is the mechanism by which the Federal Highway Administration (FHWA) authorizes spending of the federal funds and establishes the date of eligibility for funding project activities. PennDOT staff will prepare the necessary fiscal documents to secure the federal authorization of funding. However, this does not mean that FHWA is obligated to reimburse the sponsor if it is found that the federal laws or regulations were not followed. In this event, the project sponsor will be left to fund the project at 100 percent.

In order to receive reimbursement for approved TA Set-Aside project expenses, the sponsor will need to become a registered business partner in the Electronic Construction Management System (further explained below) and become a vendor in the SAP system.

Project Invoicing and Payments to Contractors

Once a project is authorized to advance and begins to incur costs, the project sponsor will receive periodic invoices from the contractor. The project sponsor then reviews and – if they concur with the reported expenses – approves the invoices and submits them to PennDOT. PennDOT processes the payment (usually 4-6 weeks) and provides the approved funds to the sponsor. Upon receipt of payment from PennDOT, the sponsor has up to ten days to pay the contractor. By using this process, the project

sponsor does not typically have to use their own funds. The sponsor will only be reimbursed for actual approved project expenses, up to the amount approved for the project.

Electronic Construction Management System (ECMS)

ECMS is the communication portal between PennDOT and Business Partners for conducting transportation projects. It is used from project bidding through the construction close-out process. In most cases, sponsors of TA Set-Aside projects will need to register as a [PennDOT ECMS Business Partner](#) for administration of their project.

The vast majority of local projects are bid by PennDOT in ECMS, on behalf of the project sponsor. Generally, plans are prepared according to Publication 14M, Design Manual 3, Plans Presentation. Your designated District Project Manager will be familiar with plans preparation and how projects must be entered into ECMS.

In the rare instance that a project is not bid by PennDOT in ECMS (known as a paper let) the project sponsor must request approval in writing. A request letter must be submitted to the designated PennDOT District Project Manager at the onset of the Project Development Process. The PennDOT District Project Manager then determines eligibility and obtains approval from PennDOT Central Office.

Registering as a Business Partner

All organizations that will receive payments from the Commonwealth of Pennsylvania or that will receive grant or loan money from the Commonwealth, must have an SAP number for the payments to be processed. Project sponsors not already registered as a vendor with the Commonwealth must also acquire a SAP vendor number.

Public Involvement

Early and continued public involvement in program activities will need to be sought to ensure consistency with the requirements for public involvement in the metropolitan and statewide planning regulations and with the National Environmental Policy Act (NEPA) project implementation guidelines. The applicant should contact their local transportation-planning agency (MPO or RPO) for more information. Generally, the public involvement activities handled through the application review and approval process by the MPO and RPO fulfills this requirement. However, the project sponsor should discuss their project locally in a public format, such as at local planning commission and/or municipal meetings.

Environmental Clearance

All projects will require an environmental clearance document as part of the preliminary engineering phase of work. The level of effort varies by the type of project, the anticipated impact and the degree of public controversy. The NEPA documentation may be a Categorical Exclusion (CE), Environmental Assessment (EA), or Environmental Impact Statement (EIS). Except in unusual circumstances, most TASA projects are usually processed as a CE under the NEPA. Preparation of the document can be a cooperative venture: Normally, at the project scoping, a decision will be made on the type of documentation required and which entity will prepare the document. The project sponsor or their consultant will be required to prepare the environmental clearance document.

There may be costs associated with obtaining environmental clearance. These costs, like all pre-construction expenses, must be borne by the project sponsor. Please discuss this with your PennDOT Engineering District TASA Program Coordinator PRIOR to submitting an application. District TASA Coordinators are listed in Appendix C.

Consultant Selection, Project Design, and Inspection

Projects must follow standard federal/state procedures for all phases of work. Project sponsors should acquire the services of a qualified consultant to oversee the development and implementation of the project (including project inspection) and ensure compliance with all state and federal requirements. This professional is typically an engineer, although an architect or landscape architect may be appropriate, depending upon the nature and scope of the project. It is important to recognize that the project sponsor, not PennDOT, employs the design and/or construction professionals at their own expense.

It is highly recommended that the selected consultant has experience with PennDOT specifications and has demonstrated experience in the successful delivery of TE, SRTS, PCTI, or TASA projects. Please consult the [PennDOT Publication 740: Local Project Delivery Manual](#) for qualifications of a PennDOT experienced consultant. Expedient, accurate design lessens the chance that the project will not meet the two year deadline for TA Set-Aside projects to advertise. Projects that are not advertised within two years are subject to cancellation.

Treatment of Projects

Projects funded through the TA Set-Aside Program must conform to 23 U.S.C. 133(i):

(c) Treatment of Projects. — Notwithstanding any other provision of law, projects funded under this section (excluding those carried out under subsection (h)(5)) shall be treated as projects on a Federal-aid highway under this chapter.

The “treatment of projects” requirement (23 U.S.C. 133(i)) means that all projects carried out using TA Set-Aside funds (except for recreational trails projects carried out under the RTP set-aside) must comply with applicable provisions in Title 23, such as project agreements, authorization to proceed prior to

incurring costs, prevailing wage rates (Davis-Bacon), Buy America, competitive bidding, and other contracting requirements, regardless of whether the projects are located within the right-of-way of a Federal-aid highway.

Design and Implementation Requirements

The design requirements for TA Set-Aside projects are defined in [PennDOT Pub 10](#) (Design Manual 1): Specifically, Chapters 6 and 7 address key design requirements, including NEPA requirements, preliminary and final design processes, and key procedures for obtaining right of way and utility clearances. These steps, requirements and standards must be followed by the sponsor's project designer for the project to be funded through the TA Set-Aside.

Right-of-Way Clearance

All right-of-way acquisition must follow federal regulations, including the Uniform Act (Uniform Relocation Assistance and Real Property Acquisition Policies of 1970). In particular, property owners must be advised that federal funding is being used to implement the project, and they are entitled to fair market value for their property. The property owner has the right to be informed of this value, as determined by a qualified appraiser. In addition, if the sponsor does not have the authority to acquire property by eminent domain, the property owner must be so advised prior to any offer being made. This requirement does not preclude the voluntary donation of property to the project. Federal funds are not available for land that is already within the public domain, e.g., owned by a municipality; however, such land may be donated to the project as part of the sponsor's investment. Right-of-way certification will be required for all projects prior to advertising for construction bids.

NOTES:

- The requirements of the Uniform Act apply to any acquisitions associated with approved TA Set-Aside projects, regardless of whether federal funds are used for the purchase or not. Please contact your PennDOT Engineering District Right-of-Way Administrator if you have any questions or need specific guidance.
- Only projects for conversion of abandoned railway corridors and scenic overlooks are eligible to use program funds for right-of-way acquisition. See the Project Funding section of this document for more details on acquisition only projects.
- More information is available in Chapter 5, Right of Way Phase, of the [Local Project Delivery Manual](#).

Utility Clearance

All projects *must have* a utility clearance form (PennDOT Form D-419) processed *prior* to the advertisement for bids. This procedure requires that the sponsor certify that all necessary arrangements have been completed for the relocation of any affected utility. PennDOT personnel will provide assistance with this process.

Permits

It will be the responsibility of the project sponsor to secure all necessary permits to design and implement the project. These may involve permits from the Pennsylvania Department of Environmental Protection, the U.S. Army Corps of Engineers, as well as County and Municipal permits. The assigned PennDOT District Project Manager and/or hired consultant will be familiar with the permits required for each project and can provide guidance, as necessary.

Public Utility Commission Involvement

Certain projects may require the involvement of the Public Utility Commission. *It will be the responsibility of the project sponsor to contact the Public Utility Commission to secure the necessary actions by that agency.*

Railroad Coordination

If your project involves a bridge over a railroad, a bridge that carries a railroad, a railroad grade crossing or would require acquisition or an easement on railroad property, you will need to involve the owner of the rail line early. This initial contact, which may be facilitated by your PennDOT District Project Manager in consultation with your District's Grade Crossing Engineer/Administrator, should define the proposed project scope and timeframe. In the case of Norfolk Southern, they offer a Public Projects Manual, which outlines their process for projects that go along, over, or under their rail facilities.

The PUC may also be involved if the proposed project involves facilities designed for bicycle use, including shared use paths and most rail trails.

Projects involving railroads are likely to involve additional expenses (including direct costs to the railroad for design and plan reviews). Additionally, railroad coordination often leads to delays or project cancellation. As such, if possible, it is recommended that reasonable options to avoid impacting the railroad be explored.

Projects Involving Lighting

For any project that includes lighting, a lighting plan will be required, which may add time and cost to your project. For more information, reference Chapter 4.9, Section H of the [PennDOT Design Manual Part 1C](#).

For guidance specific to TA Set-Aside projects, please reference “PennDOT Highway Lighting Requirements and Design Approval for TA Set-Aside Projects” document. Your PennDOT District TA Set-Aside Program Coordinator will also be familiar with these requirements.

Bidding

For projects that require a contractor to perform physical construction or rehabilitation, the sponsor's professional will assemble the contract proposal package. PennDOT's Engineering District Office will review the Plans, Specifications, and Estimate (PS&E) package. The project sponsor or PennDOT will manage the bidding as agreed upon at the project kickoff meeting.

Bid Savings and Bid Overages

Each selected project has been approved for a specific scope of work and funding level, based on the information submitted by the project sponsor and approved by the SPC Transportation Technical Committee. While each project is awarded a set amount, it is important to understand that PennDOT's focus is to deliver awarded projects; the funding provided is not an absolute award to the project sponsor. It should not be assumed that additional work can be performed if bids come in lower than the awarded amount.

Once bid, if the lowest bid falls below the project award amount, PennDOT captures the bid savings and returns them to the TA Set-Aside Statewide Line Item. Again, delivery of the awarded project, not the dollar amount is key.

When bids exceed the design estimate, the sponsor will be asked to contribute toward the bid overage. If necessary, the District Project Manager will work with SPC and PennDOT Central Office to find additional funds to leverage the project sponsor's contribution; however, it cannot be assumed that additional funds will be available and there may be cases where the sponsor must bear all additional costs.

Construction

Project sponsor's contractor may proceed with the construction phase of the project *only upon receipt of the project sponsor's written authorization (notice to proceed)*, which ensures that all necessary approvals have been secured. PennDOT Pub 740 requires a mandatory 12 weeks built into the pre-bid construction schedule between the let date and the issuance of the notice to proceed.

An approved contractor must perform construction. All material used in conjunction with the project must meet project specifications and special provisions included in the PS&E package.

NOTE: 15% of the estimated construction cost is used for project inspection. The 15% *must* be included in the Total Construction Costs.

Cost Increases/Changes in Scope of Work

Each programmed project has been approved for a specific scope of work and funding level based on the information submitted by the project sponsor. When preparing a project scope and cost estimate, all project materials and labor costs should reflect anticipated year of construction. It should not be assumed that cost increases can be covered with state or federal funds. There may be cases where the sponsor must bear any unforeseen project cost increases. It should be noted that the project in which funding is awarded is the project that must be constructed. If the project that is awarded funding cannot proceed, the funding will return to the SPC TASA line item in the TIP and will be reallocated to another regional project that has been competitively selected.

Maintenance

The project sponsor will be responsible for all costs associated with the maintenance and operation of the project after construction. No TA Set-Aside funding will be provided for ongoing maintenance and operations costs. Failure by the sponsor to fulfill its maintenance responsibilities may result in the loss of future state and federal funds for private sponsors and the withholding of liquid fuels funds for municipal sponsors. The sponsor may transfer project maintenance and operation to another party with concurrence from the Department. For more information, please see the Maintenance section excerpt from the TA Set-Aside Program Reimbursement Agreement.

The sponsor may charge a fee to access a facility constructed with TA Set-Aside funds only if the proceeds from the fee are not excessive to the general public and, by agreement, are instituted for the maintenance and operation of the TA Set-Aside funded resource. Generally, this fee applies only to historic transportation facilities and, in some unique circumstances, trails.

The sponsor must establish a formalized inspection and maintenance program, to be performed by its own or contract personnel, to ensure an acceptable level of physical integrity and operation consistent with the original design standards. This maintenance program, established in accordance with standards determined to be acceptable to PennDOT, must include, but is not limited to:

- Periodic inspections
- Appropriate preventive maintenance (i.e., cleaning, lubricating, refurbishing electrical equipment, etc.)
- A systematic record-keeping system
- The means to handle notification and implementation of emergency repairs

Failure by the project sponsor to fulfill its maintenance responsibilities may result in the loss of future state and federal funds.

Project Reporting and Cancellation

A project sponsor may, at any time in the project development process, decide to cancel the project and drop out of the program. The project sponsor will be responsible for the reimbursement of all federal funds received as of that date, as well as for PennDOT staff costs incurred as a part of the project. The sponsor will also be responsible for payment of all outstanding invoices to all project contractors. At a project kickoff meeting a joint staff of SPC and PennDOT Engineering District choose the timeframe and the specific milestones to be evaluated. Examples include reimbursement agreement, plans approved, etc. *Project sponsors will be required to submit quarterly progress reports to SPC, detailing steps underway or completed to reach the specific milestones.*

One year after the kickoff meeting, a project review will be undertaken by joint staff to determine if significant progress has been reached toward the established milestones.

During the review, if it is determined that insufficient progress has been made; the applicant will be warned in writing that more time (joint staff decision) will be allowed. If no progress occurs, the project may be removed from the program. When a decision to warn the applicant is reached, SPC will notify the applicant (via written letter) within 30 days of such a decision. The applicant must respond in writing within 30 days. Milestone dates for estimated project completion will be included in the application. If the project has to be cancelled due to lack of progress or other unforeseen circumstances, the project sponsor will be notified by SPC (via written letter) that the project funding is no longer available and the project has been cancelled.

Appendix B: TASA Contacts

SPC TASA Coordinator

Ryan Gordon
rgordon@spcregion.org
(412) 391-5590

PennDOT Districts

PennDOT District 10
Eric Buchan
ebuchan@pa.gov
(724) 357-2971

PennDOT District 11
Dina Salemi
dsalemi@pa.gov
(412) 429-2899

PennDOT District 12
Josh Theakston
jtheakston@pa.gov
(724) 437-3147

PennDOT Center for Program Development and Management

Statewide TASA Coordinator
Justin Cambric
jcambric@pa.gov
(717) 705-1532

3. STLC Guidance



**PROGRAM GUIDANCE AND PROCEDURES:
Smart Transportation for Livable
Communities (STLC) PROGRAM**

June 2023

Southwestern Pennsylvania Commission's Smart Transportation for Livable Communities (STLC) Program 2023 Program Guidance

Program Objective and Available Funding

Program Objective

The Smart Transportation for Livable Communities (STLC) Program is designed to encourage sponsors to plan and implement projects that link transportation improvements with appropriate land use development strategies. These projects should aim to support the creation of sustainable, livable and equitable communities consistent with the goals of the region's adopted Long-Range Transportation and Development Plan ([Smart Moves for a Changing Region](#)). These goals include:

- **Connected mobility:** A world-class, safe and well maintained, integrated transportation system that provides mobility for all.
- **Resilient communities:** The revitalization of our communities will make us a magnet for new investment. Intensive investments in connectivity, walkable neighborhoods, and green infrastructure will attract businesses and residents to newer and older communities alike.
- **Globally competitive economy:** Strategic infrastructure investments and workforce training will make the region recognized as a global leader in technology and innovation.

In addition, the projects considered for funding should advance and promote the following Regional Smart Transportation Themes. As discussed later in this document, the STLC Themes will also be a major contributing factor in the way candidate projects are evaluated and scored.

- **Linking transportation investments and land use planning:** The applicant should demonstrate the linkage or integration of transportation investments with compatible and complimentary land use development patterns.
- **Supports community goals:** The applicant should demonstrate how the project supports long-term community goals. This goes beyond consistency with adopted plans. For example, is the project consistent with and complimentary to other recent projects taken on by the community? Is it a part of a larger community initiative?
- **Multimodal and Transportation Demand Management:** The applicant should demonstrate how the project enhances, integrates, and benefits all modes of transportation as well as providing modal choices to the community with emphasis on alternatives to single occupant vehicle travel.
- **Partnering:** The applicant should demonstrate partnerships. Potential partnering entities include: municipalities, counties, transit agencies, educational institutions, Transportation Management Associations, nonprofit agencies, other public bodies and/or private entities.
- **Safety:** The applicant should demonstrate that the overall investment improves safety, such as reducing conflicts, reducing unprotected left turns, improving safety for bicyclists and pedestrians, etc.

- **Sustainability:** The applicant should demonstrate how the project fosters health and vitality, preserves the environment, and promotes equity among all residents of the community. The applicant should also demonstrate how the project has the potential to reduce transportation costs for its users and the community.

SPC recognizes that the **PennDOT Connects** approach to project planning and development expands the requirements for engaging local governments and planning partners by requiring collaboration with stakeholders before scopes are developed and design funds are programmed to projects. Due to the similar objectives and approaches of the STLC Program and PennDOT Connects, community needs and considerations identified from a PennDOT Connects municipal engagement meeting will be eligible for STLC funding. The STLC Program will support the goals and the implementation of PennDOT Connects; however, applications and proposed projects must also be consistent with the STLC Program eligible project categories to qualify for funding.

Available Funding

The initiative utilizes federal Surface Transportation Program Urban funding that is allocated to SPC and sets aside \$3,000,000 in 2025 and \$3,000,000 in 2026 (\$6,000,000 total) for candidate projects. All candidate projects must meet applicable state and federal guidelines, eligibility, and regulations. Planning, design, and construction proposals are eligible to receive funds. Requests for planning studies and design proposals may not exceed \$312,500 (max \$250,000 in federal funds with a non-federal \$62,500 match), and construction proposals may not exceed \$1,000,000, including construction inspection. The program requires a minimum non-federal match of 20% (per project phase) of the STLC funds being requested.

The mixing of federal and state transportation funds, with differing matching requirements, for the same project phase is highly discouraged due to complications it raises in both the local sponsor and PennDOT agreement processes. If applicants intend to utilize multiple federal and/or state funding programs for the same project phase, please contact SPC staff to discuss the funding strategy prior to submitting a proposal.

Once programmed, projects utilizing STLC funds must be delivered within two years. Failure to obligate the funds may result in loss of the funding. The funds will revert back to SPC's STLC line item in the TIP for re-allocation at the regional level. Please see the Appendix for further details.

Schedule & Project Selection Committee

The 2023 STLC Program will begin accepting applications on a to be determined date. The full schedule for the 2023 STLC program will be announced via the SPC TTC when determined.

The SPC Federal Competitive Programs Selection Committee will assist in prioritizing the candidate projects for Federal funding on the 2025-2028 TIP, reporting their findings, and making recommendations to SPC's Transportation Technical Committee (TTC), which will ultimately recommend the final Federal SPC federally funded projects for inclusion on the TIP. Membership of the committee is designed to be a balanced and diverse representation of the SPC committees. The SPC Federal Competitive Programs Selection Committee will prioritize the candidate projects based on the ancillary selection factor ratings that will be completed by SPC staff, and the evaluation of deliverability/project readiness that will be completed by a separate nonpartisan deliverability committee¹.

¹ More information on the deliverability committee and their role is discussed in the Deliverability/Project Readiness section.

Eligibility

Sponsor Eligibility

Only SPC member county governments, the City of Pittsburgh, and PennDOT Districts 10, 11, and 12 are eligible to submit one, high priority candidate project *per each* of their respective counties/City of Pittsburgh to the 2023 STLC Program. For example, a member county government or the City of Pittsburgh may submit one candidate project, and a PennDOT District may submit a candidate project for each county in their district. SPC strongly encourages that PennDOT submissions originate as a result of municipal collaboration from a PennDOT Connects meeting or Scoping Field View.

Sponsors not mentioned above may collaborate with their respective county/City of Pittsburgh planning departments, or PennDOT, in order to submit candidate projects for funding. Examples of collaborating sponsors/partners may be:

- Municipalities
- Transit Agencies
- Educational and Public Health Institutions (Universities, Colleges, School Districts, Hospitals)
- Transportation Management Associations
- Other Public Bodies

All applicants must have a Federal Tax ID# to receive funding. Federal Tax ID # may be obtained from the IRS at: <https://www.irs-ein-tax-id.com/>

Eligible Activities

Eligible reimbursement activities include planning studies, preliminary engineering, final design, and construction (plus inspection). Projects that focus solely on right-of-way and/or utility relocation are not eligible activities under this program. If these activities are necessary for an eligible project's completion, they must be completed in accordance with state and federal project development guidelines. In addition, activities must be eligible under the federal [Surface Transportation Block Grant \(STBG\) Program](#) and must meet one or more of the Regional Smart Transportation Themes.

Eligible Project Categories

Sponsors will assign their projects into one of the project categories. If a sponsor chooses to submit a project under the "other" category they will be required to submit supplemental justification on how the project meets the Regional Plan Policies, the Regional Smart Transportation Themes, and the spirit and intent of the STLC program.

- Bicycle/Pedestrian Improvements
- Corridor Management/Congestion Reduction
- Intermodal/Transit Oriented Development
- Transportation Demand Management
- Land Use and Transportation Linkage
- Planning and Redevelopment
- Road/Intersection/Network Improvements
- Streetscapes/Traffic Calming
- Electric Vehicle Charging Stations

Application Process

The program is structured in order to promote the integration of sustainable transportation investments and land use planning, to maximize limited funding resources and also to ensure selected projects are efficiently and effectively implemented. A complete STLC candidate project application will consist of several components. These include:

- Federal Funding 2023 Pre-Application
- Project Application (also containing supporting information such as: maps, drawings, photographs, previous plans and conceptual designs, reports, etc.)
- Project Delivery Checklist (and any other supporting information on the Project Scope, Schedule, and Budget)

Project sponsors should obtain the application documents from SPC staff, enter appropriate information about the candidate project on each form, and save the files to a project folder. If supporting information is part of the project application package, the project sponsor should identify each piece of supporting information on an Additional Information form. The application forms are interactive files and completed forms must be saved as interactive files. Handwritten paper copies, or electronic copies without the interactive features cannot be accepted.

Candidate project applications must provide detailed information regarding the location of proposed improvements, logical termini, and costs so the project can be evaluated utilizing the criteria on the following pages. Applications that fail to provide this information will not receive further consideration. ***All fields in the STLC Candidate Project Application are required to be completed.***

Completed forms and all supporting documents must be submitted electronically. Depending on the file size of the completed application, the project application and supporting documentation may be e-mailed to [Greg Shermeto](#). If the file is too large to email, contact Lillian for further instructions.

Pre-Qualification Application

At a minimum, the pre-qualification application will include:

- Preliminary project cost estimate,
- Verification that the applicant is an eligible project sponsor and has the financial capacity to meet match requirements,
- Project meets federal eligibility requirements,
- Applicant understands and agrees to meet all state and federal requirements for project development,
- Demonstrated project consistency with the adopted regional long-range plan, the goals of this program and other SPC programs and policies, and
- Demonstrated consistency with municipal and/or county comprehensive plans.

Final Application

Applicants who have been approved through the Pre-Qualification Application stage will be invited to submit a Final Application for review and scoring.

In addition to a completed Final Application, the application package should include:

- Supporting Documentation - maps, drawings, photographs, previous plans and conceptual designs, reports, evidence of community and political support, etc.
- Project Scope of Work
- Project Implementation Schedule
- Cost Estimate

Each programmed project has been approved for a specific scope of work and funding level based on the information submitted by the project sponsor. When preparing a project scope and cost estimate, all project materials and labor costs should reflect anticipated year of construction. It should not be assumed that cost increases can be covered with state or federal funds. In most cases the sponsor must bear any unforeseen project cost increases. During the application process, applicants may be contacted by SPC staff to provide and discuss further details or merits about their project submission. If needed please reference, PennDOT Pub 352 - Estimating Manual which will provide more detailed information about creating a cost estimate.

Project Evaluation Criteria

All of the candidate projects will be evaluated on the five STLC Transportation Themes which assess how the project advances coordinating transportation investments and land use planning, supports community goals, increases multi-modal travel options, demonstrates partnering and collaboration with other entities, increases safety, and finally, how the project promotes sustainability. There are also five Ancillary Factors that rate each project on consistency with the SPC Long-Range Transportation Plan, the SPC Active Transportation Plan, the SPC Environmental Justice Analysis, on safety, and on funding. Lastly, each project will be scored in terms of its readiness and deliverability.

Scores for each project will be input into a decision support (Decision Lens) software by SPC staff. SPC staff will rate candidate projects on the five STLC Transportation Themes and the five Ancillary Selection Factors. The deliverability review committee will score the projects for deliverability/project readiness (see deliverability section). Summary scoring outputs from Decision Lens (both weighted and unweighted) will be presented to the Transportation Technical Committee who will develop the final recommended list of projects. The recommended slate of STLC projects will then be presented to the Commission for approval. The entire list of projects approved for SPC STLC funds will be listed in the draft 2023-2026 TIP document.

StateDOTs and MPOs must make investments and policy decisions to advance and promote the federal transportation planning factors:

- (1)** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2)** Increase the safety of the transportation system for motorized and non-motorized users;
- (3)** Increase the security of the transportation system for motorized and non-motorized users;
- (4)** Increase accessibility and mobility of people and freight;
- (5)** Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned

growth and economic development patterns;

(6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

(7) Promote efficient system management and operation;

(8) Emphasize the preservation of the existing transportation system;

(9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and

(10) Enhance travel and tourism.

These national goals are reflected in SPC's current Long Range Plan [*SmartMoves for a Changing Region*](#) through the plan performance measures, which are ultimately implemented through the TIP and programs like STLC.

Details on how each of the five STLC Transportation Themes, the five Ancillary Factors and project delivery/readiness will be scored are presented on the following pages:

STLC Transportation Themes

Projects will be evaluated based on the following five STLC Transportation Themes. For each question under the following categories, projects will receive a High (3), Medium (2), or Low (1) rating, based on how well the projects meets the STLC goals

1. Linking Transportation Investments and Land Use Planning

The applicant should demonstrate the linkage or integration of the transportation investment with land use to ensure transportation investments enhance and support surrounding existing and future planned land use patterns.

- Is the proposed project compatible and complimentary with the current land use patterns and future land use plans?
- Does the proposed project help to link local commercial civic, educational, and/or recreational centers throughout the region with the residential areas in which they serve and support via multimodal travel options?

2. Supports Community Goals

The applicant should demonstrate how the project supports the long-term goals of the community. This goes beyond consistency with adopted plans. Is the project consistent with other recent projects being advanced in the community? Is it a part of a larger community initiative? Reference the plan from which the goals were taken and provide a copy of goals as attachment when applicable.

- Does the proposed project help to advance long-term community goals?
- Is the proposed project part of a larger initiative intended to increase livability and revitalize the community?

- Will the project spur economic development by assisting in attracting new or retaining existing businesses?

3. Multi-Modal Approach

The applicant should demonstrate how the project integrates and benefits all modes of transportation and employs context based, holistic transportation planning.

- Does the proposed project support or enhance access to public transportation?
- Does the proposed project have the ability to reduce single occupancy vehicle trips?
- Will the proposed project create or enhance connections for bicyclists and pedestrians?

4. Partnering

The applicant should demonstrate partnerships and collaboration. Potential partnering entities include: municipalities, counties, transit agencies, educational institutions, Transportation Management Associations, nonprofit agencies, other public bodies, private sector entities, and the business community).

- Is the proposed project part of a multi-municipal or regional initiative?
- Is the proposed project supported by the local business community or other private sector stakeholders?

5. Sustainability

The applicant should demonstrate how the project fosters health and vitality, preserves the environment, increases resiliency in the transportation system, reduces emissions and increases air quality, as well as promotes equity among all residents of the community. The applicant should also demonstrate how the proposed project has the ability to reduce transportation costs for its users and the community as a whole.

- The proposed project promotes community health and vitality as well as environmental preservation
- The proposed project promotes social equity and accessibility for all residents of the community?
- Will the project help to reduce transportation costs for its users and the community as a whole?

Ancillary Factors

SPC utilizes the national performance goals listed above and the regional long range plan strategies listed below to develop the set of ancillary factors used to score candidate projects under the STLC program. The five ancillary factors are as follows:

1. Consistency with Smart Moves for a Changing Region

All applicants must demonstrate consistency with the Long-Range Transportation Plan (*Smart-Moves*) strategies, the Regional Vision, and related strategies (listed below). Project sponsors will be given a checklist with the following plan vision/strategies and will be asked to check each one that the candidate project will help to advance.

Vision:

A world-class, safe and well maintained, integrated transportation system that provides mobility for all, enables resilient communities, and supports a globally competitive economy.

Relevant Strategies:

- Integrate multiple forms of public/ private transportation to provide increased mobility equitably for all users including those in underserved rural areas and disadvantaged populations.
- Fund additional transportation infrastructure through private sector partnerships, user fees, value capture, and other appropriate mechanisms; broaden revenue tools available to local governments to fund infrastructure projects.
- Employ holistic planning for mobility and accessibility when developing and prioritizing projects. Make transportation improvements fit community context and enhance local quality of life.
- Promote institutional investment in older communities, repurposing versus demolition, and ensure that affordable housing is retained utilizing best practice models in the region for land use, vacant properties, and environmental strategies.
- Support and encourage transportation projects and programs that will contribute to attainment or maintenance of the national ambient air quality standards (NAAQS) for ozone, carbon monoxide (CO), and particulate matter (PM).
- Embrace and expand emerging infrastructure innovations and technologies including planning, design, materials, and construction processes for a more adaptable and resilient built environment.
- Invest in strategies that adapt to and decelerate the impacts of climate change. This includes investment in disaster preparedness, response, and recovery, as well as, creating awareness about climate change, its projected impacts, and regional strategies.
- Improve infrastructure efficiency through technology implementation in project development, design, construction, operation, and maintenance.
- Conservation of the region's natural resource assets and key tracts of land enhances environmental quality, natural land connectivity, habitat corridors, and agricultural lands preservation, and provides recreational opportunities for residents and tourists.

Projects that meet the Vision and seven (or more) Strategies, will receive a **High (3)** rating for this scoring factor, projects that meet the Vision and four to six Strategies, will receive **Medium (2)**, and projects that meet the Vision and one to three Strategies will receive **Low (1)**. Projects that do not advance the Vision or Strategies will receive 0 points.

2. Active Transportation Plan (ATP) Consistency

The Regional Active Transportation Plan for Southwestern Pennsylvania (ATP), is intended to provide not only a cohesive vision for primarily non-motorized travel across the region, but also technical guidance to local governments seeking to achieve their respective local active transportation goals. As discussed in the Background Section, the ATP has four overarching Goals:

1. Strengthen Communities
2. Improve Transportation Safety and Security
3. Enhance Multimodal Accessibility and Connectivity
4. Improve Public Health and Enhance the Environment.

Projects that advance all four Goals will receive a **High (3)** rating for this scoring factor, projects that advance 3 Goals will receive **Medium (2)**, and projects that advance at least one Goal receive Low (1). Projects that

do not advance any of the Goals will receive 0 points. Additionally, projects in ATP Network Connection Opportunity Areas will be eligible to receive 1 bonus point.

3. Safety Improvements

Safety is an essential consideration to all transportation improvement projects. In order to evaluate the safety impacts of the candidate STLC projects, similar project categories will be grouped together and calculated as follows:

- **Transit, Active Transportation and Transportation Demand Management (TDM):** Regional crash rate per million vehicle miles traveled*projected reduction in vehicle miles traveled = expected reduction in crashes. For Active Transportation projects, reduction in level of traffic stress will also be factored.
- **Traffic Flow:**
 - Two way AADT*regional crash rate (by federal functional classification)*365/1,000,000 = number of crashes per mile
 - Number of crashes per mile*mileage of project = total number of crashes
 - Expected reduction in crashes = total number of crashes*crash reduction factor²

Projects that are expected to reduce 2.0 or more crashes per year will get a **High (3)** score. Projects with an expected reduction in crashes from .75 to 1.99 will get a **Medium (2)** score, and projects with an expected reduction of less than .74 crashes will score will score **Low (1)**. Projects with no demonstrable impact on safety will receive 0 points.

4. Environmental Justice, Title VI, and Justice40

The U.S. Environmental Protection Agency’s Office of Environmental Justice defines environmental justice as “The fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations and policies. Fair treatment means that no group of people, including racial, ethnic, or socioeconomic group should bear a disproportionate share of the negative environmental consequences resulting from industrial, municipal, and commercial operations or the execution of federal, state, local, and tribal programs and policies.”

Through executive order 14008, the current administration created the Justice40 Initiative to confront and address underinvestment in disadvantaged communities. Mapping available at <https://experience.arcgis.com/experience/0920984aa80a4362b8778d779b090723/page/Applicant-Explorer/> indicates the Justice40 disadvantaged census tracts for the US DOT.

Projects will be evaluated based on the positive impacts to the greatest number of Environmental Justice (EJ) Communities and Justice40 US DOT areas. Projects will receive a High (3) rating if the project provides positive benefits in both a low income and minority EJ Communities, or the project is in a designated federal Justice 40 area.

²Crash Reduction Factor (CRF) A CRF is the percentage crash reduction that might be expected after implementing a given countermeasure. (In some cases, the CRF is negative, i.e. the implementation of a countermeasure is expected to lead to a percentage increase in crashes.) A CRF should be regarded as a general estimate of the effectiveness of a countermeasure for planning purposes only. The estimate is a useful guide, but, ultimately, it remains necessary to apply engineering judgment and to consider site-specific environmental, traffic volume, traffic mix, geometric, and operational conditions which will affect the safety impact of a countermeasure.

Medium (2) If the project provides benefits to a low income or minority EJ area or a Justice 40 US DOT area.
Low (1) Rating: If the project provides positive benefits in one EJ Community and one or more Title VI Community
Projects not located in an EJ, Justice40 area, or a Title VI Community will receive 0 points.

In order to score this criterion, SPC staff will map each project and overlay them with identified Justice40 US DOT areas, EJ, and Title VI Communities, as defined by USDOT Guidelines and US Census data.

5. Funding

There are two considerations for this factor: federal share and non-traditional funding sources.

Projects that bring significant non-federal and non-traditional funding to the TIP warrant additional consideration. Projects requesting funding of less than 50% of the total project cost from federal funding programs will get a **High (3)** score for this scoring factor. Projects requesting between 50% and 70% federal share will get a **Medium (2)** score. Projects requesting between 70% and 80% federal share will score **Low (1)**. Projects with a federal share above 80% will score **Not Addressed (0)**.

In addition, projects that can show a firm, in writing, commitment of non-traditional funding to the project will get 1 additional point. These projects are typically public/private partnerships that provide some of the required non-federal matching funds from private donations, philanthropic sources, local businesses, or other non-government resources.

Deliverability/Project Readiness

Project readiness and ease of deliverability of potential CMAQ and CRP projects are essential to maximize federal funding opportunities for the region, as all federal funds and programs have a deliverability timeframe that must be met or funding could be lost.

Readiness and deliverability evaluation criteria were established that will be used to review and evaluate project applications based on a range of factors. Applicants should review and become familiar with PennDOT's [Publication 740: Local Project Delivery Manual](#). Applicants can also review PennDOT's [Local Projects Website](#) which includes Publication 740 videos that give an overview of the entire project process. Each applicant will submit a project delivery checklist. Often during project development, issues arise that delay project delivery and these potential issues will be evaluated in the deliverability scoring. For example, projects with complex right-of-way, utilities, and / or railroad involvement are likely to score lower in regard to deliverability. Projects within existing right-of-way, with no utility or railroad involvement are likely to score higher. Each proposed project will be scored on applicant responses within the project delivery checklist section of the application. A nonpartisan Deliverability Committee will evaluate each candidate project in terms of its ability to be delivered on-time and within budget. This committee will be appointed by SPC staff and will serve as a separate committee that will inform the SPC Federal Competitive Programs Selection Committee. Utilizing the collective knowledge, experience, and removing any conflicts of interest, the committee will meet and discuss the scores and major discrepancies.

The Deliverability Committee will review each application and rate the project based on ten deliverability criteria. The ten deliverability criteria are outlined below. Applications that are non-infrastructure will not be ranked on, nor will consideration of the application be impacted by, right-of-way, railroad, or utilities. These criteria are further defined below:

1) Sponsor History

Sponsors that have managed a federal project successfully in the past, attended a training regarding local project management or PennDOT's Publication 740 training = 3.

Sponsors that have never managed a federal project but have attended a training regarding local project management or PennDOT's Publication 740 training = 2.

Those sponsors that are new to federal project management and have not attended a training regarding local project management or PennDOT's Publication 740 training = 1.

2) Community / Political Support

Applicants should include examples of political and community support (letters of support, meeting minutes, etc.).

Application includes documentation of community/political support (resolution of support, political support letters, documented community request, evidence of positive public outreach, endorsed by local advocacy groups) = 3.

Application mentions community / political support, but no documentation provided = 2.

No discussion or documentation of community / political support = 1.

3) Community / Political Opposition

Project with no known opposition = 3.

Project with potential opposition = 2.

Project with known opposition = 1.

4) Environmental Clearance / Permit Complexity

In addition to information included in the application the environmental deliverability criteria will use the SPC environmental project scoring, which is similar to the PennDOT Connects environmental scoring and based on known environmental resources and constraints to help to evaluate the project area for environmental concerns. Each project will be mapped and run through the scoring model and assigned a score.

Project area has no known environmental concerns (public parks, historic, T&E, wetlands, potential hazardous waste) and low disturbance (Low Connects Score) = 3.

Project area has high probability of encountering resources and moderate disturbance = 2.

Project area has high probability of encountering resources and a large disturbance footprint (High Connects Score) = 1.

5) Other Agency/Entity Involvement

Applicants should show evidence that they have coordinated with other agencies that will need to be involved with the project. For example, if the proposed project is located on a State Route the project sponsor should show evidence that they have introduced and discussed this project with a representative of PennDOT. Another example is a project that spans multiple municipalities, or a project sponsored by a County who needs to coordinate with the municipality where the project is located.

No coordination needed with other agencies/entities = 3.

Medium level of other agency/entity involvement = 2.

High Level of other agency/entity involvement (PennDOT=SR, DCNR = Parks) = 1.

6) Project Readiness

Applicants should provide a well-defined scope, schedule, and cost estimate with details on how the estimate was developed. Applicants that include a design will score higher than applications with no design; the score may be impacted by the reviewing committees' interpretation of "design" vs. "planning concept". Projects that involve a purchase, program, or promotion will score a three unless the reviewing committee feels there would be delays with fund transfer or does not have a detailed plan for what is being purchased or promoted.

Application includes design plans completed by a consultant knowledgeable with PennDOT's

requirements and/or the project is immediately ready to move into construction = 3.

Application includes design concept = 2.

Projects that are in the planning stages = 1.

7) Understanding Project Development Process

Project sponsors should consult *PennDOT Publication 740: Local Project Delivery Manual* in order to proactively identify any potential deliverability issues the candidate project(s) may experience and factor them into their schedules and cost estimates.

Sponsors who have hired a consultant that is very knowledgeable with PennDOT's project delivery process = 3.

Sponsors who have hired a consultant that is somewhat knowledgeable with PennDOT's project delivery process = 2.

Sponsors who have hired a consultant that is unfamiliar with PennDOT's project delivery process = 1.

8) Anticipated Utility Involvement

Application should show an understanding of what utilities are in the project area and whether any may be impacted.

There is no known utility involvement or less than 24 inches of excavation = 3.

High probability of encountering utilities but low probability of relocating = 2.

High probability of encountering utilities and high probability of relocating = 1.

9) Railroad located within or adjacent to the project area

Application should note whether a railroad or at-grade crossing is within the project area and may be impacted / altered. Application should note whether an adjacent railroad could be involved (need for protection services, access permits, etc.).

No railroad in project area = 3.

Railroad nearby but low probability of involvement = 2.

Railroad involved = 1.

10) Right-of-Way Acquisition

Applicant should note if the project can be constructed entirely within existing public right-of-way, and be ready to prove with documentation, should the application be awarded a grant. If right-of-way is required for the project, the application will generally score lower than projects with no required right-of-way. Even if the right-of-way is owned by the sponsor, a review from PennDOT Right-of-Way unit may be required.

Project is entirely on local sponsor owned transportation right-of-way or Department owned right-of-way = 3.

Project involves temporary construction easements or minor strip takes = 2.

Project involves right-of-way acquisition = 1.

The criteria are then weighted according to the anticipated effect on timely delivery. For example, right-of-way acquisition is weighted higher than sponsor history. These scores are combined into one deliverability score for each project.

APPENDIX A: REGULATORY REQUIREMENTS

STLC Program Management

Once a project is programmed on the TIP, project sponsors have significant work to complete to obligate the funds. A project being placed on the TIP does not guarantee that funding will be made available for the project; the project sponsor must demonstrate to the satisfaction of the funding agencies that the project is deliverable on the schedule shown on the TIP, that other needed project funding is in place, and that the project sponsor has the needed technical and managerial capability and capacity to implement the project.

The additional steps that must be completed by project sponsors after successfully having a project programmed on the TIP include key milestones such as: securing commitments from project partners for the non-federal funds needed for the project; assessments of project readiness by funding agencies; a determination that the project sponsor has the capability to deliver the project; review of the project scope, schedule, and cost to ensure that they are still applicable; and execution of reimbursement agreements or grant contracts for federal funds.

The STLC Program is a reimbursement program; not a grant program. Any costs incurred on the project prior to execution of a reimbursement agreements (with PennDOT) or grant contracts cannot be reimbursed by the federal government. As eligible costs are incurred after the reimbursement agreements are in place, the sponsor will generally pay invoices with its own funds, and then request reimbursement from the funding agency (PennDOT). This means that the sponsor must demonstrate that it has the resources and cash flow to complete the project under the required reimbursement agreements.

Ideally, a project will advance according to its programmed schedule. But, projects can be delayed due to unforeseen obstacles such as environmental, utility and right-of-way issues, community concerns, changes in the cost and availability of materials, or changes in the project sponsor's priorities. Please refer to the following section, *Other Regulatory Requirements*, to learn more about these obstacles and to prepare your project to avoid them. Tracking each project's progress is necessary so that delays can be identified and remedied as soon as possible and so that scarce STLC resources can be reallocated as necessary.

SPC staff will monitor the progress of approved STLC projects and periodically contact sponsors for project status reports. After projects are formally selected by the SPC, the project sponsor must finalize a schedule of key project milestones to ensure that STLC funds will be obligated in the year they are programmed on the TIP. Once a project utilizes federal funds the sponsor enters into a commitment that, should the project not be completed due to unforeseen circumstances, they will be responsible to reimburse all federal money used on the project. It is important that the sponsor understands this commitment and ensures the project is deliverable in a timely manner.

Other Regulatory Requirements:

There are a number of state and federal regulatory requirements that apply to this program. Most, if not all, of these requirements (competitive bidding, minority business participation, Davis Bacon Act, prevailing wage rates and Americans with Disabilities Act) can be unfamiliar to project sponsors. In most cases, for compliance with environmental regulations during preliminary engineering, it is expected that project sponsors will secure professional assistance familiar with PennDOT policies and procedures (consulting engineers, landscape architects) to assist them in satisfying these requirements and advancing their project. PennDOT District staff should be

contacted to assist with the interpretation and application of these requirements. In addition, sponsors should reference [PennDOT Publication 740: Local Project Delivery Manual](#).

A list of some of these requirements, as well as a brief discussion of each, follows.

Agreements and Eligible Costs

The project sponsor must execute a standard legal agreement with PennDOT prior to proceeding with any work on the project. Any project costs incurred prior to the execution of a reimbursement agreement for which federal dollars are requested will **not** be eligible for reimbursement. PennDOT will provide guidance, if requested. Interest payments made by municipalities or other project sponsors to finance any portion of the project costs are **not** reimbursable.

Proprietary Items

The project specifications must list “three manufacturers” or “approved equal” or a generic specification. If a proprietary item is required, an approval letter from PennDOT Central Office will need to be obtained. A sample request letter can be provided if required by any sponsor. All items must also be Bulletin 15 approved or a waiver will be required.

Budget

The sponsor must demonstrate that there is an acceptable funding strategy for the project. A well-defined scope of work is needed to develop an accurate budget. Budget considerations are very important and an itemized list of anticipated expenses (including labor, supplies, materials and other anticipated costs) should be provided in an application attachment. The budget must be prepared and should be divided into project development phases that include environmental clearance, right-of-way, and construction phases. The budget should identify all sources of funding and how each itemized activity will be funded. Estimated funding for the project that may be from sources other than STLC should be identified, such as other federal funds (not the US DOT), state, local, donated services, in-kind services, volunteer, etc. Even though the preliminary engineering and right-of-way are not funded by STLC funds, a complete budget is needed to ensure that the applicant can fund the required project phases.

Speaking with PennDOT Engineering District staff and other professionals familiar with PennDOT policies and regulations – such as architects, designers, engineers, contractors or other appropriate individuals that have PennDOT project experience – is highly recommended.

The budget section of the application must be completed and divided into project development phases that include preliminary engineering, final design, right-of-way, utilities and construction phases. The budget should identify all sources of funding and how each itemized activity will be funded.

Project sponsors should design their project cost estimates for the year in which the project is anticipated to be delivered. Note also that 15% of the estimated construction cost is used for project inspection. The 15% must be included in the Tol Construction Costs. In addition, project sponsors should factor in “Commonwealth incurred costs” at approximately 2% of the total construction cost.

Reimbursement

The STLC Program is a federal cost reimbursement program and no money is provided upfront. No reimbursement will be provided for costs incurred before a Federal Form 4232 is authorized; **this does not occur automatically once a project is awarded.**

The Form D-4232 (commonly referred to as simply “4232”) is the mechanism by which the Federal Highway Administration (FHWA) authorizes spending of the federal funds and establishes the date of eligibility for funding

project activities. PennDOT staff will prepare the necessary fiscal documents to secure the federal authorization of funding. However, this does not mean that FHWA is obligated to reimburse the sponsor if it is found that the federal laws or regulations were not followed. In this event, the project sponsor will be left to fund the project at 100 percent.

In order to receive reimbursement for approved STLC project expenses, the sponsor will need to become a registered business partner in the Electronic Construction Management System (further explained below) and become a vendor in the SAP system.

Project Invoicing and Payments to Contractors

Once a project is authorized to advance and begins to incur costs, the project sponsor will receive periodic invoices from the contractor. The project sponsor then reviews and – if they concur with the reported expenses – approves the invoices and submits them to PennDOT. PennDOT processes the payment (usually 4-6 weeks) and provides the approved funds to the sponsor. Upon receipt of payment from PennDOT, the sponsor has up to ten days to pay the contractor. By using this process, the project sponsor does not typically have to use their own funds. The sponsor will only be reimbursed for actual approved project expenses, up to the amount approved for the project.

Electronic Construction Management System (ECMS)

ECMS is the communication portal between PennDOT and Business Partners for conducting transportation projects. It is used from project bidding through the construction close-out process. In most cases, sponsors of STLC projects will need to register as a PennDOT ECMS Business Partner for administration of their project.

The vast majority of local projects are bid by PennDOT in ECMS, on behalf of the project sponsor. Generally, plans are prepared according to Publication 14M, Design Manual 3, Plans Presentation. Your designated District Project Manager will be familiar with plans preparation and how projects must be entered into ECMS.

In the rare instance that a project is not bid by PennDOT in ECMS (known as a paper let) the project sponsor must request approval in writing. A request letter must be submitted to the designated PennDOT District Project Manager at the onset of the Project Development Process. The PennDOT District Project Manager then determines eligibility and obtains approval from PennDOT Central Office.

Registering as a Business Partner

All organizations that will receive payments from the Commonwealth of Pennsylvania or that will receive grant or loan money from the Commonwealth, must have an SAP number for the payments to be processed. Project sponsors not already registered as a vendor with the Commonwealth must also acquire a SAP vendor number.

Public Involvement

Early and continued public involvement in program activities will need to be sought to ensure consistency with the requirements for public involvement in the metropolitan and statewide planning regulations and with the National Environmental Policy Act (NEPA) project implementation guidelines. The applicant should contact their local transportation-planning agency (MPO or RPO) for more information. Generally, the public involvement activities handled through the application review and approval process by the MPO and RPO fulfills this requirement. However, the project sponsor should discuss their project locally in a public format, such as at local planning commission and/or municipal meetings.

Environmental Clearance

All projects will require an environmental clearance document as part of the preliminary engineering phase of work. The level of effort varies by the type of project, the anticipated impact and the degree of public controversy. The NEPA documentation may be a Categorical Exclusion (CE), Environmental Assessment (EA), or Environmental

Impact Statement (EIS). Except in unusual circumstances, most STLC projects are usually processed as a CE under the NEPA. Preparation of the document can be a cooperative venture: Normally, at the project scoping, a decision will be made on the type of documentation required and which entity will prepare the document. The project sponsor or their consultant will be required to prepare the environmental clearance document.

There may be costs associated with obtaining environmental clearance. These costs, like all pre-construction expenses, must be borne by the project sponsor.

Consultant Selection, Project Design, and Inspection

Projects must follow standard federal/state procedures for all phases of work. Project sponsors should acquire the services of a qualified consultant to oversee the development and implementation of the project (including project inspection) and ensure compliance with all state and federal requirements. This professional is typically an engineer, although an architect or landscape architect may be appropriate, depending upon the nature and scope of the project. It is important to recognize that the project sponsor, not PennDOT, employs the design and/or construction professionals at their own expense.

It is highly recommended that the selected consultant has experience with PennDOT specifications and has demonstrated experience in the successful delivery of TE, SRTS, PCTI, TA Set Aside or STLC projects. Please consult the [PennDOT Publication 740: Local Project Delivery Manual](#) for qualifications of a PennDOT experienced consultant. Expeditious, accurate design lessens the chance that the project will not meet the two year deadline for STLC projects to advertise. Projects that are not advertised within two years are subject to cancellation.

Treatment of Projects

Projects funded through the STLC Program must conform to 23 U.S.C. 133(i):

(c) Treatment of Projects. — Notwithstanding any other provision of law, projects funded under this section (excluding those carried out under subsection (h)(5)) shall be treated as projects on a Federal-aid highway under this chapter.

The “treatment of projects” requirement (23 U.S.C. 133(i)) means that all projects carried out using STLC funds must comply with applicable provisions in Title 23, such as project agreements, authorization to proceed prior to incurring costs, prevailing wage rates (Davis-Bacon), Buy America, competitive bidding, and other contracting requirements, regardless of whether the projects are located within the right-of-way of a Federal-aid highway.

Design and Implementation Requirements

The design requirements for STLC projects are defined in PennDOT Pub 10 (Design Manual 1): ftp://ftp.dot.state.pa.us/public/Bureaus/design/PUB10/DM1_Series_Title_Page.pdf. Specifically, Chapters 6 and 7 address key design requirements, including NEPA requirements, preliminary and final design processes, and key procedures for obtaining right of way and utility clearances. These steps, requirements and standards must be followed by the sponsor’s project designer for the project to be funded through the STLC Program.

Right-of-Way Clearance

All right-of-way acquisition must follow federal regulations, including the Uniform Act (Uniform Relocation Assistance and Real Property Acquisition Policies of 1970). In particular, property owners must be advised that federal funding is being used to implement the project, and they are entitled to fair market value for their property. The property owner has the right to be informed of this value, as determined by a qualified appraiser. In addition, if the sponsor does not have the authority to acquire property by eminent domain, the property owner must be so

advised prior to any offer being made. This requirement does not preclude the voluntary donation of property to the project. Federal funds are not available for land that is already within the public domain, e.g., owned by a municipality; however, such land may be donated to the project as part of the sponsor's investment. Right-of-way certification will be required for all projects prior to advertising for construction bids. Even if the right-of-way is owned by the sponsor, a review from PennDOT ROW Unit may be required.

NOTES:

- The requirements of the Uniform Act apply to any acquisitions associated with approved STLC projects, regardless of whether federal funds are used for the purchase or not. Please contact your PennDOT Engineering District Right-of-Way Administrator if you have any questions or need specific guidance.
- Only projects for conversion of abandoned railway corridors and scenic overlooks are eligible to use program funds for right-of-way acquisition. See the Project Funding section of this document for more details on acquisition only projects.
- More information is available in Chapter 5, Right of Way Phase, of the Local Project Delivery Manual: www.dot.state.pa.us/public/pubsforms/Publications/PUB%20740.pdf.

Utility Clearance

All projects *must have* a utility clearance form (PennDOT Form D-419) processed *prior* to the advertisement for bids. This procedure requires that the sponsor certify that all necessary arrangements have been completed for the relocation of any affected utility. PennDOT personnel will provide assistance with this process. STLC funds cannot be used for projects that focus only on utility relocation.

Permits

It will be the responsibility of the project sponsor to secure all necessary permits to design and implement the project. These may involve permits from the Pennsylvania Department of Environmental Protection, the U.S. Army Corps of Engineers, as well as County and Municipal permits. The assigned PennDOT District Project Manager and/or hired consultant will be familiar with the permits required for each project and can provide guidance, as necessary.

Public Utility Commission Involvement

Certain projects may require the involvement of the Public Utility Commission. It will be the responsibility of the project sponsor to contact the Public Utility Commission to secure the necessary actions by that agency.

Railroad Coordination

If your project involves a bridge over a railroad, a bridge that carries a railroad, a railroad grade crossing or would require acquisition or an easement on railroad property, you will need to involve the owner of the rail line early. This initial contact, which may be facilitated by your PennDOT District Project Manager in consultation with your District's Grade Crossing Engineer/Administrator, should define the proposed project scope and timeframe. In the case of Norfolk Southern, they offer a Public Projects Manual, which outlines their process for projects that go along, over, or under their rail facilities.

The PUC may also be involved if the proposed project involves facilities designed for bicycle use, including shared use paths and most rail trails.

Projects involving railroads are likely to involve additional expenses (including direct costs to the railroad for design and plan reviews). Additionally, railroad coordination often leads to delays or project cancellation. As such, if possible, it is recommended that reasonable options to avoid impacting the railroad be explored.

Projects Involving Lighting

For any project that includes lighting, a lighting plan will be required, which may add time and cost to your project. For more information, reference Chapter 4.9, Section H of the PennDOT Design Manual Part 1C: http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2010/Pub10C_Cover.pdf.

Bidding

For projects that require a contractor to perform physical construction or rehabilitation, the sponsor's professional will assemble the contract proposal package. PennDOT's Engineering District Office will review the Plans, Specifications, and Estimate (PS&E) package. The project sponsor or PennDOT will manage the bidding as agreed upon at the project kickoff meeting.

Bid Savings and Bid Overages

Each selected project has been approved for a specific scope of work and funding level, based on the information submitted by the project sponsor and approved by the SPC Transportation Technical Committee. While each project is awarded a set amount, it is important to understand that PennDOT's focus is to deliver awarded projects; the funding provided is not an absolute award to the project sponsor. It should not be assumed that additional work can be performed if bids come in lower than the awarded amount.

Once bid, if the lowest bid falls below the project award amount, PennDOT captures the bid savings and returns them to the TIP. Again, delivery of the awarded project, not the dollar amount is key.

When bids exceed the design estimate, the sponsor will be asked to contribute toward the bid overage. If necessary, the District Project Manager will work with SPC and PennDOT Central Office to find additional funds to leverage the project sponsor's contribution; however, it cannot be assumed that additional funds will be available and there may be cases where the sponsor must bear all additional costs.

Construction

Project sponsor's contractor may proceed with the construction phase of the project *only upon receipt of the project sponsor's written authorization (notice to proceed)*, which ensures that all necessary approvals have been secured.

An approved contractor must perform construction. All material used in conjunction with the project must meet project specifications and special provisions included in the PS&E package.

NOTE: 15% of the estimated construction cost is used for project inspection. The 15% *must* be included in the Total Construction Costs.

Cost Increases/Changes in Scope of Work

Each programmed project has been approved for a specific scope of work and funding level based on the information submitted by the project sponsor. When preparing a project scope and cost estimate, all project materials and labor costs should reflect anticipated year of construction. It should not be assumed that cost increases can be covered with state or federal funds. There may be cases where the sponsor must bear any unforeseen project cost increases. It should be noted that the project in which funding is awarded is the project that must be constructed. If the project that is awarded funding cannot proceed, the funding will return to the TIP and will be reallocated to another regional project that has been competitively selected.

Maintenance

The project sponsor will be responsible for all costs associated with the maintenance and operation of the project after construction. No STLC funding will be provided for ongoing maintenance and operations costs. Failure by the sponsor to fulfill its maintenance responsibilities may result in the loss of future state and federal funds for private sponsors and the withholding of liquid fuels funds for municipal sponsors. The sponsor may transfer project maintenance and operation to another party with concurrence from the Department. For more information, please see the Maintenance section excerpt from the Reimbursement Agreement.

The sponsor may charge a fee to access a facility constructed with STLC funds only if the proceeds from the fee are not excessive to the general public and, by agreement, are instituted for the maintenance and operation of the STLC funded resource. Generally, this fee applies only to historic transportation facilities and, in some unique circumstances, trails.

The sponsor must establish a formalized inspection and maintenance program, to be performed by its own or contract personnel, to ensure an acceptable level of physical integrity and operation consistent with the original design standards. This maintenance program, established in accordance with standards determined to be acceptable to PennDOT, must include, but is not limited to:

- Periodic inspections
- Appropriate preventive maintenance (i.e., cleaning, lubricating, refurbishing electrical equipment, etc.)
- A systematic record-keeping system
- The means to handle notification and implementation of emergency repairs

Failure by the project sponsor to fulfill its maintenance responsibilities may result in the loss of future state and federal funds.

Project Reporting and Cancellation

If a project sponsor is unable to complete a project due to unforeseen circumstances, the project sponsor will be responsible for the reimbursement of all federal funds received as of that date, as well as for PennDOT staff costs incurred as a part of the project. The sponsor will also be responsible for payment of all outstanding invoices to all project contractors. SPC staff will work with project sponsors to prevent the delay or incompleteness of STLC projects wherever possible.

SPC strongly discourages project sponsors from submitting requests for change in project scope. If a change to project location(s), termini, or type of improvement is proposed, the sponsor must submit documentation to SPC staff justifying the change in scope and outlining a revised scope, schedule and budget. Proposals will be presented to the SPC Transportation Technical Committee, whereupon a decision will be made to either approve the revised scope or ask the project sponsor to resubmit a new project application during the next round of STLC funding. If the project is terminated, the funding will revert to the SPC STLC Transportation line item in the TIP for regionally competitive redistribution.

B. 2023 Pre-Application

Project Name:

MPMS# (if applicable):



Southwestern Pennsylvania Commission (SPC) 2023 Federal Funding Pre-Application

**Please refer to the SPC 2023 Federal Funding Program Guidance while completing this application.*

Project Name:

Project Sponsor:

Sponsor Type:

Project Ownership:

Other Participating Agencies (if applicable):

Agency with Operating/Maintenance Responsibility:

Project Category (Check all that apply.)

- | | |
|--|--|
| Alternative Fuel Vehicles and Technology | Planning & Redevelopment |
| Archaeological Activities | Railway Corridor Trail Conversions |
| Bicycle/Pedestrian Education | Road/Intersection/Network Improvements |
| Bicycle/Pedestrian Improvements | Safe Routes to School |
| Construction of Turnouts, Overlooks, Viewing Areas | Stormwater Management |
| Corridor Management/Congestion Reduction | Streetscapes/Traffic Calming |
| Diesel Emissions Reduction | Traffic Flow Improvements |
| Electric Vehicle Charging Stations | Traffic Monitoring and Management |
| Historic Preservation, Transportation Facility Rehab | Transit Improvements/Transit Programs |
| Intelligent Transportation Systems | Transportation Demand Management |
| Intermodal/ Transit Oriented Development | Vegetation Management |
| Land Use & Transportation Linkage | Wildlife Mortality Mitigation |
| Outdoor Advertising Management | Other: |

Project Name:

MPMS# (if applicable):

Project Description

In the space below, provide a project description that accurately and concisely summarizes the candidate project or program. The project description must focus only on the elements of the project or program for which funding is being proposed.

Project Location

Municipality:

County:

Describe the project location and/or coverage area. If the project is able to be mapped, a map is required for the project. The project location information provided must allow SPC staff to accurately locate the project on a local street map. Please attach a PennDOT Type 10 map, hand drawn map, or a map produced by a GIS system or equivalent showing project details (location, routes, coverage, etc.). If a map is not attached, explain why not.

Consistency with Planning Factors

Does the Proposal Advance and Promote the federal transportation planning factors? Check all that apply.

- (1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2) Increase the safety of the transportation system for motorized and non-motorized users;
- (3) Increase the security of the transportation system for motorized and non-motorized users;
- (4) Increase accessibility and mobility of people and freight;
- (5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (7) Promote efficient system management and operation;
- (8) Emphasize the preservation of the existing transportation system;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- (10) Enhance travel and tourism.

Project Name:

MPMS# (if known):

Is the project consistent with **Smart Moves for a Changing Region?** Yes No

Check all that apply.

- *Connected mobility*: A world-class, safe and well maintained, integrated transportation system that provides mobility for all
- *Resilient communities*: The revitalization of our communities will make us a magnet for new investment. Intensive investments in connectivity, walkable neighborhoods, and green infrastructure will attract businesses and residents to newer and older communities alike
- *Globally Competitive Economy*: Strategic infrastructure investments and workforce training will make the region recognized as a global leader in technology and innovation

Is the project consistent with local comprehensive plans? Yes No N/A

If yes, select all local comprehensive plan types that apply.

County Municipal Other:

List the title(s) of the local comprehensive plans(s) with which the project is consistent and describe how it is consistent.

Project Funding

Total Project Cost:

Federal Funding Requested:

Anticipated Phase(s) for Federal Funding:

Some Federal funding programs require a match.

Do you have a source of up to a 20% match (per phase)? Yes No

Project Name:

MPMS# (if known):

Applicant Contact Information

Contact Name:

Contact Title:

Agency:

Street Address:

City:

State:

Zip:

Phone:

Email:

Certifications

I certify that, as a project sponsor, all state and federal project development requirements will be met.

Applicant Signature:

Pre-Qualification Applications are due to SPC by COB July 17, 2023. Please save completed application and submit with any relevant attachments to Greg Shermeto at: gshermeto@spcregion.org Instructions on submitting final applications (due September 15, 2023) will be provided upon receipt of pre-application.

C. Links to FHWA Guidance, PennDOT Pubs, and Additional Info

The links presented below provide information and guidance about the SPC Federal Programs and related topics that should be very useful to project sponsors as they complete their candidate project applications. Click on the hyperlinks for access to each resource item.

- [SPC Homepage](#)
- [PennDOT Local Project Delivery Manual \(PennDOT Publication 740, June 2019\)](#)
- [PennDOT Local Project Delivery Website](#)
- [Bipartisan Infrastructure Law \(BIL\)](#)
- [Code of Federal Regulations: Planning Assistance and Standards](#)
- [FHWA Carbon Reduction Guidance](#)
- [FHWA CMAQ Information Webpage](#)
- [FHWA CMAQ Program Interim Guidance, November, 2013](#)
- [FHWA Transportation Alternatives Set-Aside Guidance](#)
- [SPC Regional Active Transportation Plan](#)
- [SPC Transportation Demand Management Strategic Action Plan](#)
- [Air Quality Nonattainment or Maintenance Areas](#)