



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

BRADLEY C. WIEFERICH, P.E.
DIRECTOR

August 26, 2024

Dear CMAQ Program Participant:

On behalf of the Michigan Department of Transportation (MDOT), I am pleased to announce the Congestion Mitigation and Air Quality (CMAQ) Local Program Call for Projects (CFP) for Fiscal Years (FY) 2026-2029.

The purpose of the CMAQ Program is to fund transportation projects or programs that will contribute to attainment or maintenance of the national ambient air quality standards for ozone, carbon monoxide, and particulate matter. MDOT's goal for the CMAQ Program is to improve Michigan's air quality by reducing air pollution and relieving congestion. We strive to ensure that all eligible counties continue to meet national ambient air quality standards and focus on projects that best meet the national standards by providing maximum air quality benefit and cost-effective use of financial resources.

MDOT has created a guidance document that supplements the Federal Highway Administration's (FHWA) CMAQ Program Guidance. This supplement includes information specific to how MDOT administers the CMAQ program along with instructions for requesting obligation of funds and is available on MDOT's CMAQ Web site at <https://www.michigan.gov/mdot/Programs/highway-programs/Environmental-Efforts/cmaq>.

Items to Consider for the FY 2026-2029 CMAQ Local Program Call for Projects

1. Project Selection

CMAQ project selection for counties that are entirely within a Metropolitan Planning Organization (MPO) will be handled as part of the MPO call for projects. CMAQ project selection for counties that are not within or overlap an MPO boundary will use the local Rural Task Force (RTF) committee meetings as a platform for project selection. Small Urban Areas within those counties that are not normally represented at the RTF meetings must be included and represented in the voting structure when CMAQ projects are selected. CMAQ project selection for counties that are partially in an MPO boundary may choose to enter into agreement to use the MPO process to select projects for part of the county allocation, generally based on population. Project selection for counties partially within MPO boundaries can also be done at the RTF committee, providing any Urban Areas not normally part of an RTF are represented when CMAQ project selection occurs. Once the Jobs are programmed, they will either follow the MPO Transportation Improvement Program (TIP) process

or the Rural Statewide Transportation Improvement Program (STIP) process based on project location.

2. **All CMAQ projects must be submitted in JobNet as Draft Jobs**

For projects selected through the MPO process, JobNet will be used as the CMAQ application portal. The draft job should include a detailed project description including the description of the work, location(s) where the work will be done, and scheduled start and end dates for all phases of the project. Additional items required for eligibility determination must be included as attachments. All attachments must be in PDF format. Incomplete draft jobs will be returned to the author by the CMAQ Program Manager with information on why it was returned. For projects selected outside of the MPO process, the local agencies must submit a completed 1619 Form and an emissions worksheet directly to the MDOT CMAQ Program Manager, who will program those projects in JobNet.

3. Projects previously submitted for FY 2026 that are approved and programmed (have a job number) do not need to be re-submitted.
4. The applicable obligation years for this Local CFP is **FYs 2026 through 2029**. Projects submitted must be scheduled to obligate between October 1, 2025 and September 30, 2029. Agencies may also use this submission to make any necessary modifications to their existing 2024-2025 CMAQ program.
5. CMAQ Program funds are allocated and made available to all eligible entities in counties that are within the boundary of areas that are or were designated as nonattainment or maintenance for ozone, carbon monoxide, or particulate matter under section 107(d) of the Clean Air Act. That includes metropolitan planning agencies, county road commissions, incorporated cities or villages, and transit agencies. Funds may also be used for projects in proximity to nonattainment and maintenance areas if the **benefits will be realized primarily within the nonattainment or maintenance area**.

The annual amount of CMAQ funds available to the Local program for FYs 2026 - 2029 ranges from \$33.7M in FY 2026 to \$35.4M in FY 2029. A table with estimated funding allocations by county for the CFP period and can be found attached to this letter and on the MDOT CMAQ webpage. The table reflects the amount of CMAQ funds available to local and transit agencies and includes the **federal share only**. All agencies are responsible for providing the required match. In Michigan, the standard federal share is 80 percent.

An additional \$18.2M in FY 2026 to \$19.9M in FY 2029 is set aside to fund:

- a. Michigan Rideshare Program (administered by the MDOT Office of Passenger Transportation)
- b. Freeway Courtesy Patrol (administered by the MDOT Transportation Systems Management and Operations (TSMO) Division)

- c. The operation and maintenance expenses for existing Traffic Operations Centers (TOCs) that are in nonattainment or maintenance areas, and that were in operation prior to FY 2013. New projects submitted for TOC assistance are subject to a three-year time limit and must be funded from the non-set aside amount.
6. Projects that include a safety component are eligible for a 100 percent federal share. These projects include roundabouts, traffic signal improvements that include interconnect or actuation, and car and van pooling activities. Usage of the CMAQ funds must be constrained to the available local allocation.
7. The MDOT non-local allocation should not be taken into consideration when developing your CMAQ Project submittal, as those funds will be used to support MDOT operational improvements that are in eligible areas.
8. Agencies may elect to transfer local CMAQ funds with each other; however, MDOT does not track any transfers. The agencies are responsible for any agreements made for repayment of transferred funds. Combining CMAQ funds for larger projects is encouraged. These projects may yield larger emissions benefits. In these cases, one lead agency should be identified in the submittal. The funding table reflects the original allocation of funds. All areas should identify any adjustments for repayment of transferred funds in their respective CFP submittals to MDOT.
9. Construction engineering (CE) costs associated with the construction (CON) phase of a project will be permitted for local jobs only if they are part of the original draft job. CE costs associated with the CON phase cannot exceed 15 percent of the total CON phase costs and must be included in the construction cost estimate.
10. To align the engineering and construction of projects funded by the CMAQ Program, Preliminary Engineering (PE) phase is eligible for CMAQ funds. When requesting funding for the PE phase, please include the PE and CON phases in the draft job. Please consult with MDOT Local Agency Programs (LAP) when programming PE phases.
11. Applicants should review FHWA's CMAQ Formal Guidance and assure that selection criteria and spending priorities are consistent with the guidance. Areas that have already conducted a CFP, or have selected projects, should review and apply the guidance to the CFP selection process.

This guidance can be found at:

https://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/

Operating Assistance for Traffic Operating Centers (TOCs)

The guidance for use of CMAQ funds for TOC Operations is available at:

http://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/cmaq13ig.cfm.

The three years of operating assistance allowable under the CMAQ program may now be spread over a longer period, for a total of up to five sequential years of support. Applicants using CMAQ funding for operating support may spread the third-year amount (not to exceed the greater of year one or two) across an additional two years (i.e. years four and five). Applicants should review this guidance to ensure compliance. Be sure to identify in the submittal what year of operations you are seeking CMAQ funding. TOCs that were eligible for CMAQ funding and operational prior to FY 2013 are eligible under SAFETEA-LU sections 1808(g)-(k) to use CMAQ funds for operating assistance without time limitations. Please contact the CMAQ program manager with any questions.

Program Submittal Requirements

The following list of information can be found on the MDOT CMAQ Web site at <https://www.michigan.gov/mdot/Programs/highway-programs/Environmental-Efforts/cmaq>:

- FY 2026-2029 Estimated Funding Allocation Table.
- Instructions and a list of additional items needed for specific projects.
- Link to the FHWA Emissions Calculator Toolkit.
- Drop-down menu with self-calculating emissions forms (if no tool is available from the FHWA Emissions Calculator Toolkit).
- Table of emission factors generated by the Southeast Michigan Council of Governments (SEMCOG) which will be used for all eligible areas in Michigan (only applicable to the self-calculating emissions forms).

JobNet

All projects must be submitted via the JobNet Draft Job. Projects selected through the MPO process will be programmed by the MPO staff. Projects selected outside of the MPO process will be programmed by the MDOT CMAQ Program Manager upon receipt of a completed 1619 forms and emissions worksheets submitted by the local agency. All jobs must include the corresponding emission worksheet(s) for each project as a PDF attachment to the Draft Job. Use the FHWA Emissions Calculator Toolkit for all available project types. Additional Emission Forms are available in the drop-down menu on the MDOT CMAQ Web site for remaining project types not available through the FHWA Emissions Calculator Toolkit. The form should reflect the total project (all phases) cost. Cost-Per-Emission Benefit calculations are based on the total project cost.

Please attempt to write a biddable work description when completing the Draft Job or on the 1619 form for the route, location, and work description. Keep in mind, this is how your project will be listed in the STIP, in either the Rural or Metropolitan TIP documents. Projects must be included in the approved STIP before funds can be obligated. Please

see the guidance document “FHWA Guidance: Project Title and Description” on the JobNet home page Help Documents Library for more information on work description.

Include a “qualifiable benefit” for use of CMAQ funds in the JobNet Justification field or on the 1619 form. This should include a summary of why the project is submitted for CMAQ and the expected benefit the project will bring. The justification should reflect the overall goals of the CMAQ Program. Incomplete information and/or incorrect or missing emissions documents will delay the review process and could jeopardize your ability to secure funding.

Be sure to follow your local MPO planning process. If the local RTF meeting is used to select projects, the Regional Planning Agency (RPA) must ensure that all eligible entities are represented in project selection, including urban areas that are not normally represented at those meetings, to ensure preliminary eligibility review, project prioritization, and public involvement. Submittals should be completed by **December 1, 2024**. Please include all required information. See the Additional Items Needed for Eligibility Determination link on the MDOT CMAQ Web site.

Program Submittal Timeline

**August 2024 –
November 30th
2024**

Project Selection: All agencies should coordinate with the appropriate MPO or RPA to select projects for submission. Agencies should also coordinate with the appropriate MDOT Region and/or TSC.

**December 1,
2024**

Project Draft Job Submittal Deadline: Please advise the program manager before this date if you cannot submit your applications by the due date.

January 2025

CMAQ Sub-Committee Review of Projects: Applicants will be advised of project eligibility and, if necessary, asked to provide additional information.

February 2025

All draft jobs should be approved and added to the MDOT Planning Database by the CMAQ Program coordinator or designated staff. The CMAQ Program manager will confirm with the agency, the schedule and status of the projects. Changes to projects can be submitted via the JobNet change request by the project manager, MPO representative or other designee and approved prior to obligation, and in accordance with the appropriate CMAQ selection and prioritization guidelines set by the MPO or RPA/RTF.

If you have any questions, please contact your local coordinating agency (MPO or RPA) for local and transit projects, or the respective MDOT region planner for state projects. If

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you are still unable to resolve your concerns, please contact either me or Jim Ashman, CMAQ Program Manager, at 517-896-5478 or via e-mail at ashmanj@michigan.gov.

Sincerely,

Craig Newell, Administrator
Statewide Transportation Planning Division

CC: Patrick McCarthy
Laura Mester
Todd White
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Kevin Hohf
Region Planners