



STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

GRETCHEN WHITMER  
GOVERNOR

PAUL C. AJEGBA  
DIRECTOR

August 2, 2021

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 (FYs) 2023-2026.

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 website at [www.michigan.gov/CMAQ](http://www.michigan.gov/CMAQ).

**Items to Consider for the FY 2023-2026 CMAQ Local Program Call for Projects**

1. **All CMAQ projects must be submitted in JobNet as Draft Jobs.** 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.
2. FY 2023 is fully committed. Projects previously submitted for FY 2023 that are approved and programmed in JobNet do not need to be re-submitted unless there is a desire to submit a change.
3. The applicable obligation years for this Local CFP is **FYs 2023 through 2026**. Projects submitted must be scheduled to obligate in FY 2023 through FY 2026.

Agencies may also use this submission to make any necessary modifications to their existing FY 2022-2023 CMAQ program.

4. CMAQ Program funds are allocated to 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. 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 for FYs 2024 - 2026 is \$32,736,528. A table can be found attached to this letter and on [the MDOT CMAQ website](#) with estimated funding allocations by county for the CFP period. 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 is set aside to fund:

- a. MichiVan Rideshare Program (administered by the MDOT Office of Passenger Transportation),
  - b. Freeway Courtesy Patrol and MDOT Traffic Operation Centers (TOCs) (administered by the MDOT Intelligent Transportation Systems (ITS) Office), and
  - c. Operation and maintenance expenses for existing local agency-administered TOCs that are located 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.
5. 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.
  6. Projects that include ITS components must submit a Systems Engineering Analysis for funds to be authorized, per 23 CFR 940.11. This Systems Engineering Analysis should be attached to the draft job in JobNet at the time of project submittal.
  7. Transit projects must be programmed in JobNet using the 'Multi-Modal' Job Type category. CMAQ funds for all transit jobs programmed as Multi-Modal will be flexed to the Federal Transit Administration (FTA).
  8. 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 located in eligible areas.

9. Agencies may elect to transfer local CMAQ funds among 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.
10. Construction Engineering (CE) costs associated with the construction phase (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.
11. 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.
12. Applicants should review FHWA's CMAQ Formal Guidance to 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 your CFP selection process.

This guidance can be found at:

[https://www.fhwa.dot.gov/environment/air\\_quality/cmaq/policy\\_and\\_guidance/](https://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/)

### **Operating Assistance for 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](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 Resources**

The following list of information can be found on the MDOT CMAQ website at <http://www.michigan.gov/CMAQ>:

- FY 2023-2026 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 CMAQ projects must be submitted in JobNet as Draft Jobs.** Please 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 website](#) 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 for the route, location, and work description. Keep in mind this is how your project will be listed in the Statewide Transportation Improvement Program (STIP) or Metropolitan Transportation Improvement Program (TIP) documents. Projects must be included in the approved STIP/TIP before funds can be obligated. This also will reflect the project's description when submitted to FHWA for authorization.

Include a "qualifiable benefit" for use of CMAQ funds in the JobNet Justification field. 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 Metropolitan Planning Organization (MPO) or Regional Planning Agency (RPA) requirements for preliminary eligibility review, project prioritization, and public involvement. Submittals should be completed by **December 1, 2021**. Please include all required information. See the Additional Items Needed for Eligibility Determination link on the MDOT [CMAQ website](#).

**Program Submittal Timeline**

**July 2021 –  
November 30th  
2021**

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,  
2021**

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

**January 2022**

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

**February 2022**

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 a 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.

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 you are still unable to resolve your concerns, please contact Matthew Galbraith, CMAQ Program Manager at 517-335-2938 or [galbraithm2@michigan.gov](mailto:galbraithm2@michigan.gov).

Sincerely,

Craig B. Newell, Administrator  
Statewide Transportation Planning Division

Enclosure

cc: Matthew Galbraith

CMAQ Program Participant  
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BTP:STPD:MG:ksh

bcc: Patrick McCarthy  
Laura Mester  
Todd White  
Michele Fedorowicz  
Edward Fowler  
Don Mayle  
Tracie Leix  
Andrea Brush  
Region Planners