

Call for Projects
for the

**2024 Congestion Mitigation and Air Quality
(CMAQ)**

Project Prioritization & Selection Process

**Public Fleet Alternative Fuels & Charging/Fueling
Infrastructure**

Issued by:

INCOG



Project Proposal Deadline:

October 15, 2024 at 5 pm

Table of Contents

Funding Opportunity.....	3
Background.....	3
Eligible Applicants.....	3
Funding Ratios	3
Project Categories	4
Utilization of Funds and Project Timeline.....	4
National Environmental Policy Act (NEPA) Requirements.....	5
Evaluation and Project Scoring	5
Grant Award Contract Dates and Process.....	6
Attachments	7
Attachment I: Resolution	7
Attachment II: Resolution	8
Attachment III: Resolution	9
Attachment IV: Criteria Scoring Guide	10-17

Funding Opportunity

Background

The Congestion Mitigation and Air Quality (CMAQ) Program provides a flexible funding source for state and local governments to fund transportation projects and programs to help meet the requirements of the Clean Air Act (CAA) and its amendments. CMAQ money supports transportation projects which reduce mobile source emissions. The funding provided by this program is intended to meet four primary goals:

1. Stimulate additional public/private sector investment in alternative fuel vehicles (AFVs) and infrastructure.
2. Further develop the Alternative Fuel Vehicle market in the INCOG region.
3. Reduce dependence on foreign oil.
4. Reduce air pollution from mobile source emissions, including hydrocarbons (specifically Volatile Organic Compounds or VOC), oxides of nitrogen (NO_x), and carbon monoxide (CO).

General Information

The procedures and guidelines set forth in this announcement apply to the award of CMAQ funds attributed to the Indian Nations Council of Governments (INCOG) and the Tulsa Transportation Management Area (TTMA) (See Attachment II for boundary map) for the purpose of implementing a clean air grants program to be administered as a competitive grant process. Projects must be located within the TTMA boundary.

Eligible Applicants

- Local Public Agencies (cities, towns and counties) located principally within the Tulsa TMA, see Attachment II for map
- Tribal Nations
- Public school districts See Attachment III for a list of eligible public school districts.
- Non-Profits (Involved in Transportation)
- Public Transit Agencies

Funding Ratios

Eligible participant projects may be funded at a ratio up to 80% federal CMAQ funds and 20% local funds. Local funds cannot be of federal origin. The applicant cost share requirement is a minimum of 20% for all categories, however additional points will be given to those projects that provide a higher amount. See criteria scoring guide for further information.

This is a reimbursement program. All applicants must demonstrate an ability to fund and manage activities at the time they are undertaken. Applicants must be able to demonstrate the ability to provide the required non-federal matching funds as applicable. The applicant(s) must finance the entire project until the project is completed, and federal share is released for reimbursement to INCOG (sometimes up to 90+ days after applicant submission of final invoice to INCOG).

Project Categories

For the purposes of this CMAQ-funded grant opportunity, and in keeping with current federal guidelines as outlined in the [CMAQ Interim Program Guidance](#) published by the Federal Highway Administration on November 12, 2013, funds may be awarded in the following categories:

1. New Alternative Fuel Refueling or Recharging Infrastructure

- An eligible applicant may request funds to establish electric vehicle charging stations for the use of battery powered vehicles. Such charging stations may be for the exclusive use of publicly owned fleets, or they may be for general public use, or they may be a combination.
- An eligible applicant may request funds to establish natural gas refueling stations or propane refueling stations for the exclusive use of publicly owned fleets.

2. Public Fleet Conversion or Replacement with Alternative Fuel Vehicles:

- An eligible applicant may request funds to replace existing diesel-powered vehicles or existing gasoline-powered vehicles with alternative fuel vehicles such as electric vehicles, compressed natural gas vehicles or propane vehicles. However, the funds may only be used to pay the difference in cost between the alternative fuel vehicle and the diesel-powered vehicle or the gasoline-powered vehicle that it is replacing. Alternative fuel vehicles must replace existing diesel-powered vehicles or existing gasoline powered vehicles. Fleet size must be reduced or remain the same size.

3. Street Sweeper Replacement with Electric Street Sweepers:

- An eligible applicant may request funds to replace existing diesel-powered street sweepers with electric street sweepers. The eligible applicant must prioritize street sweeping on streets with bike lanes, sharrows, signed bike routes and paved trails. The awarded funds may be used to pay for up to 50% of the cost of purchasing the electric street sweeper. The electric street sweeper must replace an existing diesel-powered street sweeper. Fleet size must be reduced or remain the same size.

Utilization of Funds and Project Timeline

Approximately \$2.0 Million is available under this solicitation. All applications must be completed and submitted on time to be considered. Eligible applicants may submit up to two applications. The maximum award is \$500,000 which would be a total project cost of \$625,000. In the past, INCOG has received more applications requesting more funding than is available; submission of a complete application does not guarantee funding. No expenses may be incurred until after the funds are programmed in the TIP and a project agreement has been executed. Recipients must submit complete invoices with backup documentation and be received by INCOG no later than two years from the signed contract date before payment can be issued. This is a reimbursement program upon satisfactory completion and invoicing by eligible entities.

Eligible participant projects may be funded at a ratio up to 80% federal CMAQ funds and a minimum of 20% non-federal funds. The applicant cost share requirement is a minimum of 20% for all categories. See criteria scoring guide for further information. Maximum award is limited to \$500,000 in federal funds per project.

Projects funded under this program are subject to NEPA review. INCOG will assist the grantee under this program regarding the NEPA Clearance as needed.

National Environmental Policy Act (NEPA) Requirements

All CMAQ funded projects must meet National Environmental Policy Act (42 U.S.C. Sec. 4321 - 4347) requirements and satisfy the basic eligibility requirements under Title 23 and Title 49 of the United States Code. Projects funded under this announcement are subject to NEPA review.

The timeframe for the performance of environmental assessments for liquid and gaseous fueling infrastructure can take six months or more. Electric Vehicle Supply Equipment (EVSE) and vehicle replacement projects usually qualify as Categorical Exclusions (CE) under the NEPA process, which can typically be processed in 30 days.

Evaluation and Project Scoring

Each proposal will be rated under a points system based on a total of 100 points as described in detail in Attachment IV: *Criteria Scoring Guide*. Bonus points may be given to proposals dramatically improving air quality and/or demonstrating an innovative and effective approach to improving air quality. Awards will be given on a competitive basis. Only complete project applications submitted by the application deadline will be considered. A review committee consisting of INCOG staff will review each proposal and will assign points to each, based on the criteria described in Attachment IV. Proposals will then be ranked by point totals and funding recommendations made, according to ranking, to the INCOG board for approval.

INCOG reserves the right to reject any or all proposals or to make fewer awards than anticipated. In appropriate circumstances, INCOG reserves the right to partially fund proposals by funding discrete portions or phases of proposed projects. If INCOG decides to partially fund a project, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal or portion thereof, was evaluated and selected for award, thereby maintaining the integrity of the competition and selection process.

Grant Award Contract Dates and Process

Notification of awarded projects is anticipated on or before December 10, 2024. Award recipients will be notified by telephone and/or email.

Project award recipients will enter into an executable contract with INCOG prior to any project activity or purchase. This contract process may be 30 to 60 days after award notification. The executable grant award contracts will be two years in length, define reimbursement terms, record-keeping obligations and all requirements pursuant to the use of CMAQ funds.

Tentative Schedule

Activity	Target Date
Solicit Applications	Sep 18, 2024
Applications Due	Oct 15, 2024
INCOG Board approval of projects (Tentative)	Dec 10, 2024

Please submit complete application electronically to:

Braden Cale
Transportation Programs Coordinator, INCOG
bcale@incog.org
(918) 579-9419

Applications are due October 15, 2024.

Attachments

Attachment I: Resolution

Resolution to Request Programming of Tulsa Urbanized Area Congestion Mitigation & Air Quality Funds

WHEREAS, Congestion Mitigation and Air Quality Program Urbanized Area funds have been made available for transportation improvements within the Tulsa Transportation Management Area; and

WHEREAS, The [PROJECT SPONSOR] has selected a project described as follows:

_____;

WHEREAS, the selected project is consistent with the local comprehensive plan, including applicable Major Street and Highway Plan Element, and the Regional Transportation Plan; and

WHEREAS, the sponsors preliminary estimate of cost is \$_____, and Federal participation under the terms of the Congestion Mitigation and Air Quality (CMAQ) Program funds are hereby requested for funding of ____ percent of the project cost; and

WHEREAS, the [PROJECT SPONSOR] proposes to use [SOURCE] funds for the balance of the project costs; and

WHEREAS, the [PROJECT SPONSOR] agrees to provide for satisfactory maintenance after completion, and to furnish the necessary right-of-way clear and unobstructed; and

WHEREAS, the [PROJECT SPONSOR] has required matching funds available and further agrees to submit invoice to INCOG within thirty (30) days of the completion of the project.

NOW, THEREFORE, BE IT RESOLVED: That the Indian Nations Council of Governments is hereby requested to program this project into the Transportation Improvement Program for the Tulsa Transportation Management Area, if the project is selected by INCOG; and

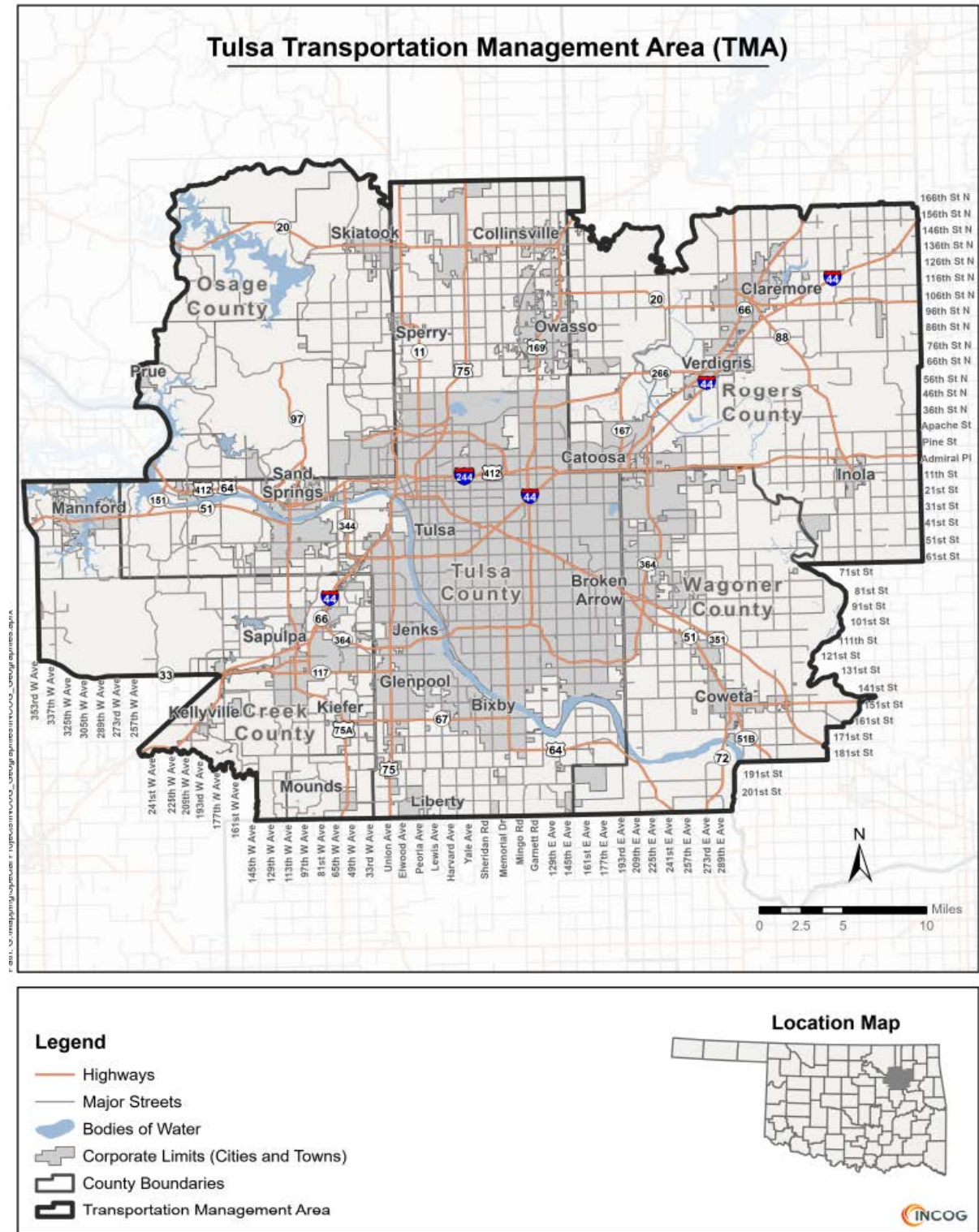
BE IT FURTHER RESOLVED: That upon inclusion in the Transportation Improvement Program, the Oklahoma Transportation Commission is hereby requested to concur in the programming and selection of this project and to submit the same to the Federal Highway Administration for its approval.

ATTEST:

(Chief Elected Official or local governing body)

(Clerk/Secretary/Attorney)

Attachment II: Tulsa TMA Map



Attachment III: List of Eligible Public Schools

- Allen-Bowden Public Schools
- Berryhill Public Schools
- Bixby Public Schools
- Broken Arrow Public Schools
- Catoosa Public Schools
- Central Technology Center – Sapulpa
- Claremore Public Schools
- Collinsville Public Schools
- Coweta Public Schools
- Glenpool Public Schools
- Jenks Public Schools
- Justus-Tiawah Public Schools
- Keystone Public Schools
- Kiefer Public Schools
- Liberty-Mounds Public Schools
- Lone Star Public Schools
- Mounds Public Schools
- Northeast Technology Center – Claremore
- Owasso Public Schools
- Pretty Water Public Schools
- Prue Public Schools
- Sand Springs Public Schools
- Sapulpa Public Schools
- Sequoyah Public Schools
- Skiatook Public Schools
- Sperry Public Schools
- Tulsa Public Schools
- Tulsa Technology Center
- Union Public Schools
- Verdigris Public Schools

Attachment IV: FY 2024 Tulsa Urbanized Area CMAQ Program Project Rating Form

The following information must be completed for all proposed Urbanized Area CMAQ projects. INCOG staff will use the reported information to assign points to proposed projects. The established project eligibility and the project scores will then be used by the Staff to present to the INCOG Board of Directors to program projects to be funded with the CMAQ Urbanized Area funds. Please attach the cost estimate from the appropriate licensed professional and a map/drawing of the proposed project.

Project Information

Project Purpose: _____

Project Name and Location: _____

Project Description (please include all information necessary for the extent of the project you would like to be rated in the criteria that follows): _____

Project Sponsor/Jurisdiction: _____

Project Manager/Engineer (if applicable): _____

Contact Person: (Name) _____

Email address: _____ Phone: _____

Please attach detailed budget to include inflation adjusted costs and fill out the following table.

Project Costs	CMAQ Funds Requested <i>Maximum \$500,000 per</i>	Other Funds (Local and other federal funds) Min.
Total Project Cost:		
Contingency: _10_%		
Other Costs:	Not Eligible	
Planning/Engineering		
Right-of-Way		
Utility Relocation		
Non-participating component		
Grand Total:		

