



## Tri-County Regional Planning Commission

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## MEMORANDUM

**TO:** Surface Transportation Program  
(STP) Subcommittee, Capital Area Regional  
Transportation Study (CARTS) Technical Committee,  
Rural Task Force

**FROM:** Paul Hamilton, Chief Planner

**RE:** Call for 2011-2014 STP and Other Transportation Projects

**DATE:** December 28, 2009

This memo constitutes our call for STP and other federally funded projects and transmits a copy of our updated Project Priority Assessment Guidelines. A copy of the appropriate sections of these Guidelines must be submitted for any proposed project to be completed between fiscal 2011 and 2014 with Surface Transportation Program (STP), Transportation Economic Development (TEDF) or Congestion Mitigation Air Quality (CMAQ) and various other funds in the entire three county area of Clinton, Eaton and Ingham Counties.

This call for projects will be available on the [www.mitrpc.org](http://www.mitrpc.org) website for the convenience of implementing agencies. Some minor changes for MDOT administered programs are anticipated after this call, and will be included in the online version.

Project applications previously submitted must be re-submitted using the procedures and forms contained in these guidelines. **The deadline for submittal of your STP Application is 5:00 p.m. on Friday, January 15** at the Tri-County Regional Planning Commission at 913 W. Holmes Road, Suite 201, Lansing, Michigan 48910.

Applications for 2010-2014 CMAQ funds are also due at TCRPC on January 15, 2010. Although MDOT's call will include only the 2010 year, TCRPC will also prioritize projects through 2014, with later or lower priority projects to be placed in an illustrative list, which will facilitate future amendments into the TIP should circumstances warrant. Even if you previously submitted an application, you will need to resubmit to TCRPC, and later to MDOT, assuming there is still a CMAQ program which is not positively known at this time.

As many of you are aware, we are operating under the extension of a transportation law known as SAFETEA-LU, which supports and compels strong state-local partnerships in the selection of trunkline projects, while maintaining the MPO's preeminent role in the selection of non-trunkline projects. We are relying on the latest versions of the Priority Assessment Guidelines (attached), as one of the criteria for rating and selecting projects.

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**The application and review process also requires the additional criteria form relating to transportation investment strategies, goals, and objectives** (pages 107-116 of the guidelines) that relate to the program category of your proposed project(s). Be sure to make extra copies in case of multiple applications. Results of all ranking criteria will be reviewed and provided to the Committees.

The application process references the following items, which you should review for applicability or consistency with your proposed projects:

- Appendix A: CMAQ Program Guidelines (Executive Summary)
- Appendix B: Excerpt from Congestion Management System Document
- Appendix C: Long Range Transportation Plan Goals and Objectives
- Appendix D: Transportation Investment Strategies
- Appendix E: Tri-County Regional Policy Map
- Appendix F: 2035 Deficiencies (Peak Hour Volumes by Network Alternative Type), to be utilized in the congestion management process.

Several components of the project application are based on adopted investment strategies and on policy guidelines, such as Regional Growth Plan land use visions and long range plan goals and objectives. Staff, through this call for projects, integrates these approaches to ascertain that proposed projects are consistent with the guidelines, goals, and objectives. Staff's overriding consideration is to provide useful, workable evaluation tools that will meet the region's needs.

The Rural Task Force and the STP Subcommittee will meet on Friday, January 29, 2010 in Conference Room D/E of the Ingham County Human Services Building, 5303 S. Cedar Street in Lansing. We will begin with the Rural Task Force at 8:00 a.m., and the STP Subcommittee will follow. A tentative agenda with estimated times is included for your reference.

7:55 - 8:00 a.m.: Rural Communities Caucus - Representatives of cities and villages under 5,000 population will caucus to select one representative from each county to vote on project selection decisions by the Rural TEDF Task Force and on STP Subcommittee decisions on Rural and Small Urban STP projects.

8:00 - 9:30 a.m.: Rural TEDF Task Force Meeting - The Rural TEDF Task Force will consider Rural (areas under 5,000 population) and TEDF Category D projects.

**(All starting times are approximate)**

9:30 - 10:15 a.m.: STP Subcommittee Meeting - The STP Subcommittee will review and select Small Urban STP project priorities (for areas over 5,000 population: Charlotte/Pottersville, Eaton Rapids, Williamston/Webberville and St. Johns) projects for inclusion in the Illustrative List of Unfunded Projects, pending selection by MDOT.

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A new federal requirement for all projects that add capacity is that they be drawn from an adopted Congestion Management System (CMS) document, and that congestion mitigating strategies be considered prior to adding capacity. Portions (attached) of TCRPC's CMS document contain all long range plan projects with added capacity and suggested treatments to be considered.

- 10:15 - 10:45 a.m.     STP Subcommittee Meeting – The STP Subcommittee will review and recommend regional priorities for Enhancement project applications within the Lansing Urbanized area.
- 10:45 - 11:15 a.m.     STP Subcommittee Meeting - The STP Subcommittee will consider Safety and High Risk Rural Roads projects for inclusion in the Illustrative list of Unfunded Projects, pending selection by MDOT.
- 11:15 - 12:15 p.m.     STP Subcommittee Meeting - The STP Subcommittee will consider 2010 CMAQ applications and recommend priorities within the Lansing Urbanized area. Additional projects will be prioritized for 2011 through 2013 and placed in the illustrative list.
- 12:15 - 1:30 p.m.     Lunch (on your own).
- 1:30 - 2:30 p.m.     STP Subcommittee Meeting - The STP Subcommittee will consider and select Urban STP project priorities inside the Lansing Urbanized area.
- 2:30 - 3:00 p.m.     STP Subcommittee Meeting - The STP Subcommittee will consider MDOT projects inside the Lansing Urbanized area.
- 3:00 p.m. - adjourn     Other Issues (optional)

Project priority ranking results and recommendations from the STP Subcommittee will then be reviewed by the CARTS Committee at its regular February 2, 2010 meeting. CARTS recommendations will then be considered by the Transportation Review Committee at their February 10 regular meeting and will be scheduled for review at the February 24 Commission meeting. Recommended projects and priorities will then be identified in the draft 2011-2014 TIP, scheduled for action in the June committee cycle.

Since the Commission established the Metropolitan Area Boundary at the Regional boundary, encompassing all of Clinton, Eaton and Ingham Counties, the STP Subcommittee and its rural TEDF Task Force are to rank and make project priority decisions for several different types of projects: Urban STP (Lansing Urbanized Area), Small Urban STP (cities between 5,000 and 50,000 population: limited to Charlotte/Potterville, Eaton Rapids, Williamston/Webberville and St. Johns), Rural STP projects (cities and villages under 5,000 population and rural areas of the region), Transportation Economic Development Fund projects, CMAQ projects, and Transportation Enhancement activities. Please note that MDOT no longer issues an annual call

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for Enhancement projects. Rather, they accept applications on-line through their web site at [www.michigan.gov/tea](http://www.michigan.gov/tea). Program Guidance as well as an application are available. Be aware that a hard copy of all Enhancement applications still needs to be submitted to TCRPC for review and prioritization through the STP Subcommittee in order to receive the MPO endorsement required for MDOT selection. In addition, under SAFETEA-LU, the Subcommittee will cooperatively review and prioritize MDOT projects.

Applicants for all projects must complete pages 103-107, demonstrating that the project is consistent with adopted regional themes and principles. Projects that would add capacity must include pages 100-102 to demonstrate the project was drawn from the approved Congestion Management System (CMS) process.

The Project Priority Assessment Guidelines reflect the various types of projects. Additional sections of the guidelines which must be completed for each type of proposed STP project to be completed between 2011 and 2014 are summarized below:

**Lansing Urbanized Area Project Applications:**

Applicants within the Lansing Urbanized Area should complete pages 7-29 for each proposed project. Instructions for these projects are contained on pages 5 and 6. Please note that we need to establish four years of project priorities and we will not be able to program contingency projects, so please be sure to include projects which may be selected for each of the four program years.

**Rural STP Project Applications:**

Applicants must complete page 7 and pages 14-29 using Rural project ranking criteria for any roadway projects.

**Small Urban STP Projects**

Applicants must complete pages 7 and pages 33-35 for any transit projects and complete pages 7 and 16 through 29 plus pages 36 and 109 for any roadway projects using the Small Urban ranking criteria. **Applicants for Small Urban projects also needed to apply to MDOT by their anticipated May 1, 2010 deadline.**

**Bicycle or Non-Motorized Project Applications:**

Applications for any bicycle or non-motorized projects should include completed pages 7, 30 and 31.

**Rideshare Project Applications:**

Applications consist of a completed page 32 and the project information sheet on page 7.

**Transit Projects:**

Any transit application must include pages 7 and 33-35.

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**Safety Projects:**

Applications for STP Safety funds must include pages 7 and 37-43. **Applicants must also submit their application to MDOT with a postmark no later than April 16, 2010. MDOT will accept the TCRPC time of return analysis included in this call.**

**Bridge Projects:**

Applicants for any bridge projects should contact staff at 393-0342 for information on materials required for a bridge project submittal.

**CMAQ Projects:**

Applicants for Congestion Mitigation Air Quality funding must complete the application (page 44) by January 15, 2010 and any of 14 worksheets related to the project, as appropriate, that are found on pages 45 through 82. (Sample worksheets are also included as a reference for the benefit of applicants.) **MDOT had not issued its call at the time of this writing. Any changes will be included on the [www.mitrpc.org](http://www.mitrpc.org) website, but for immediate purposes, applicants should use the existing forms and emissions standards. Applicants should exercise care to include all requested information items including maps of any non-motorized pathways, linkages to other non-motorized paths, linkages to businesses, etc. Maps or diagrams for any intersection improvements must also be included.**

**High Risk Rural Roads:**

Attached on pages 86-88 is an application, along with background information on pages 83-88 for this new funding category. **Applications for this program must be sent to MDOT and must be postmarked by March 19, 2010. Also send a copy of your application to TCRPC by January 15, 2010.**

**Remember, please complete the additional criteria form that relates to investment strategies and corresponds to your program category with each project application.**

Should you have any questions or need any assistance in completing the guidelines, please contact me or Steve Skinker of my staff at 393-0342.

Again, deadline for submittal is Friday, January 15 at 5:00 p.m. Thank you for your cooperation and timely preparation of your project assessment guidelines.