

# CARBON REDUCTION PROGRAM



## Call for Projects 2023-2026

**Niles Buchanan Cass Area Transportation Study**  
**Twin Cities Area Transportation Study**

## Introduction

The Southwest Michigan Planning Commission (SWMPC), is issuing a Call for Projects to use [Carbon Reduction Program](#) (CRP) funds for the fiscal years of 2023, 2024, 2025 & 2026. The CRP is a new program authorized in the Infrastructure Investment & Jobs Act (IIJA), for the purpose of reducing transportation emissions.

## What Can the Carbon Reduction Program Be Used for?

A wide range of projects which support the reduction of transportation emissions are eligible.

Examples include:

- Non-motorized facilities which would be used to replace automobile trips
- Congestion management and traffic flow improvements
- Program that reduces single occupancy vehicle use by shifting demand to alternate modes, increasing vehicle occupancy, or travel demand management strategies.
- Acquisition, Installation, or operation of publicly accessible alternate fuel infrastructure including: Electric vehicle charging, hydrogen, natural gas, or propane
- Purchase or lease of zero-emission construction equipment or Vehicles
- Replacement of street lighting or traffic control devices with more energy-efficient alternatives

The eligible projects for Carbon Reduction are very similar to the CMAQ program. If a project is eligible for CMAQ it is most likely eligible for the CRP. Two changes are:

- Replacement of a vehicle with a Gasoline or Diesel vehicle is not allowed. Only alternative fueled vehicle can be purchased.
- The CRP allows the replacement of street lighting which is not an eligible CMAQ project.

For more information on eligible projects please see the [FHWA Carbon Reduction Fact Sheet](#)

## Eligible Applicants

The CRP funds are being allocated for the Twin Cities Area Transportation Study (TwinCATS) and the Niles Buchanan Area Transportation Study (NATS)

### TwinCATS Eligible Agencies

Berrien County Road Department	Village of Shoreham
City of Bridgman	Village of Stevensville
City of St. Joseph	Twin Cities Area Transportation Authority (TCATA)
City of Benton Harbor	

### NAT Eligible Agencies

Berrien County Road Department	City of Niles
Cass County Road Commission	Village of Edwardsburg
City of Buchanan	Niles Dial A Ride Transit (Niles DART)

If a township wishes to retain a consultant to handle the application and engineering for the project, the Berrien County Road Department or the Cass County Road Commission must act as the official applicant.

## How much money is available?

	2023	2024	2025	2026	Total
<b>TwinCATS</b>	\$134,000	\$137,000	\$140,000	\$143,000	\$554,000
<b>NATS</b>	\$79,000	\$81,000	\$83,000	\$84,000	\$285,000

## Eligible Project Costs & Local Match

Only construction costs are eligible for funding. Preliminary and construction engineering is the responsibility of the project sponsor

A local match of 20 percent of the total construction costs is required. The project sponsor must have already committed matching funds when the project is submitted. The MPO committees will be informed about projects that contribute more than the minimum local match and can give extra consideration. The local match does not necessarily have to be provided directly by the sponsor but it must be from a non-federal source to qualify as match. A resolution of support for the project from the agency who is financially responsible for the project is required at the time of project application submission. (See page 6 template example)

## Can CRP funds be combined with other fund sources?

Absolutely! A project can utilize multiple federal fund sources, as long as the requirements for all programs are met. For example, a project reducing emissions could use both the CMAQ & CRP funds. A road project using STBG could add in a non-motorized element

NOTE: The applicant must still contribute the minimum local match since federal funds cannot be used as a match for other federal funds.

## General Considerations for Federal Funding

Projects carried out using USDOT funds must comply with applicable provisions in Title 23 of the United States Code dealing with Federal-aid highways, such as project agreements, authorization to proceed prior to incurring costs, prevailing wage rates (DavisBacon), 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.

Applicants are urged to familiarize themselves with title 23 requirements. Federal aid, including STBG, is generally most efficiently used for major road rehabilitation or reconstruction. The administrative burden of a federal-aid project can be substantial. Thus, a small project is often best accomplished with local funds to avoid this burden.

## Project Prioritization & Selection

Once applications are submitted, projects will be released for public review and comment. Projects and comments received will be brought forward to a project review subcommittee made up of MPO members who will review projects and will create a draft fiscally constrained project list. The draft list will be brought forward to the MPO Technical and Policy Committees for final approval.

## Key Dates

Date	Activity	Public Involvement
July 11, 2022	Call for CRP funded projects issued	X
August 22, 2022	Applications due to SWMPC staff	X
August 29, 2022	Submitted projects available for public review and comment	X
September - TBD	Project Review Subcommittee selects fiscally constrained draft list of projects.	X
October 17 <sup>th</sup>	TwinCATS TAC & Policy Committee discussion and vote on STBG and transit projects	X
October 25 <sup>th</sup>	NATS TAC & Policy Committee discussion and vote on STBG and transit projects	X

*For further information on eligible projects, submittal of applications or other questions related to the Carbon Reduction program, please contact Brandon Kovnat at (269) 925-1137 ext. 1524 or email kovnatb@swmpc.org*

## Application Instructions

The application form is attached in the email sent out for the Call for Project. A sample application can be found on page 7. The applicant must fill out a separate application for each project for which they are applying for.

The application form is a fillable Microsoft Word Document with a series of checkboxes and areas to fill in text. You may be prompted to enable editing, but note that this is not a macro-enabled form. To fill in a text area, please click in the area where you want to enter text until you see a blue highlighted area, as shown below. When you see the blue highlighted area, you can start typing. If you end up expanding some of the boxes to complete your response, do not worry about formatting as long as your application is still legible.

**Please save your final file in the following format:** AgencyName\_ProjectName\_CRP.dox.

**NOTE: All CRP Applications Are Due by: Monday, August 22, 2022 by 5:00 pm**

Please email the completed application to both Brandon Kovnat at [kovnatb@swmpc.org](mailto:kovnatb@swmpc.org) and Kim Gallagher at [gallagherk@swmpc.org](mailto:gallagherk@swmpc.org). Please include "Carbon reduction Program Application" in the subject line

**You may also mail your application to:** Brandon Kovnat  
Southwest Michigan Planning Commission  
376 W. Main Street  
Benton Harbor, MI 49022

**NOTE:** SWMPC staff will contact you with an email confirmation of your submitted application. If you do not receive an email confirmation, please contact a SWMPC staff member.

**Attachment 1 –  
Sample Resolution**

Resolution# \_\_\_\_\_

The following is Resolution \_\_\_\_\_ enacted by the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_ County, Michigan, hereinafter referred to as the Local Public Agency (LPA), in the matter of the stated described project.

WHEREAS, the United States Congress has set aside monies for the Carbon Reduction Program (CRP) through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and

WHEREAS; the (Add project description here) is a transportation activity eligible to receive federal CRP funding; and

WHEREAS, if requested funds are granted, the (County/City/Village, etc.) shall be responsible for at least 20% percent of the eligible costs.

NOW, THEREFORE BE IT ORDAINED by (Board of County Commissioners/Township/City/Village Council, etc.), that:

**SECTION ONE:** (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for CRP funds for the stated described project and to submit to the SWMPC for consideration of funding.

**SECTION TWO:** The total cost of the project is estimated to be \$\_\_\_\_\_, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the local match) of the actual cost, estimated to be \$\_\_\_\_\_. The local match shall be funded by the LPA using \_\_\_\_\_ (Source) funds. The LPA further agrees to pay 100 % of the cost over and above the awarded amount of CRP funding and for all non-participating costs associated project development activities.

**SECTION THREE:** Upon completion of the described Project, and unless otherwise agreed, the LPA shall: (1) provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to, [23 USC 116](#); (2) provide ample financial provisions, as necessary, for the maintenance of the described Project; (3) if necessary, maintain the right-of-way, keeping it free of obstructions; and (4) if necessary, hold said right-of way inviolate for public highway purposes.

Passed: \_\_\_\_\_, 2022. (Date)

Attested: \_\_\_\_\_  
(Clerk) (Officer of LPA - title)

Attested: \_\_\_\_\_  
(Title) (President of Council)

## 2023-2026 FHWA Carbon Reduction Program Project Application

Click “Enable Editing” to begin filling out this form. You may save this form at any time.

If you need assistance, please contact Brandon Kovnat, SWMPC Associate Planner.

Email [kovnatb@swmpc.org](mailto:kovnatb@swmpc.org) or call (269) 925-1137 x 1524

Section 1. Applicant Information			
Applicant Name			
Contact Name		Title	
Phone Number		Email	
Sponsor (If applicable)			
Engineer/Consultant (If applicable)			
Phone Number		Email	

Section 2. Project Information & Costs			
Project Name:			
City/Village/ Township:	County:		
Project Location <i>(short description of where the project is located)</i>			
Which Emissions form is being used? (list the form name not the MDOT form number)			
Work Description <i>(Short description of work being performed. Please provide enough information for eligibility to be determined)</i>			
Describe how the project will reduce congestion and/or emissions			
Project Cost <i>Only include CRP eligible expenses</i>	\$	Proposed Year of Funding	
Minimum Local Match – 20% of eligible costs	\$		
Can you supply additional match beyond the minimum required 20% If so how much?	<input type="checkbox"/> Yes <input type="checkbox"/> No Amount \$		
CO <sub>2</sub> Emissions Benefit (from Emissions form)			

### Section 3. Performance measures

Besides emissions reductions what other performance measures will the project contribute to? *(select all that apply)*

- Safety
- Pavement Condition
- System Reliability
- Pedestrian/Bicycle Connectivity
- Transit State of Good Repair

If you checked any of the Performance Measures please indicate how the project will improve them:

### Section 4. Additional Questions

Question	Y/N	If Yes, Provide Brief Explanation of How the project will meet these Criteria
Will the project be ready for obligation by July 1 of the year in which it's programmed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Will this project use multiple funding sources/be combined with another Non-CRP project?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the project being carried out by a sponsored agency, or is a private entity providing funding, materials, or services in support of this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does the project require Right of Way (ROW) acquisition or an easement?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>If yes, attach a signed letter from that agency granting permission to implement all or part of this project in their right-of-way.</b>
Does the this project require crossing a railroad?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

### Section 5. Estimated Project Schedule (Please be as accurate as possible)

Activity	Estimated Date
Resolution of Support for Local Match Submitted to SWMPC	
Project Application Submitted to MOT	
Grade Inspection Package Submitted to MDOT	
Grade Inspection Meeting Scheduled	
Final Plan and Estimate to MDOT	
Right of Way (ROW) certified	
Rail Road Permits	
Environmental Mitigation	
Project Obligated	
Project Letting	
Construction Start	
Project Completion	

Enter NA for any activity that doesn't apply to the project.



## Project Emissions Forms

The CRP program will utilize the emission forms from the CRP form.

FHWA forms can be found at [https://www.fhwa.dot.gov/environment/air\\_quality/cmag/toolkit/](https://www.fhwa.dot.gov/environment/air_quality/cmag/toolkit/)

MDOT forms can be found at: <https://mdotjboss.state.mi.us/webforms/WebFormsHome.htm>

Project Category	Emissions Form	Additional Required Information (Attach to Application)
Dedicated turn lanes	FHWA Traffic Flow Improvement Tool	Indicate the length of the lanes Indicate traffic counts Include a diagram of the modification
Signal Interconnects	FHWA Traffic Flow Improvement Tool	Include all locations in the Location Description Indicate the number of signals in the Work Description
Signal Optimization or Actuation, not part of an interconnect project	FHWA Traffic Flow Improvement Tool	
Roundabouts	FHWA Traffic Flow Improvement Tool	
Non-motorized Pathway	FHWA Bicycle and Pedestrian Improvements Toolkit	Include maps detailing the location of the proposed path Detail the land uses that surround the path Explain how the path provides access to jobs, services, and centers of trade List all connections to other non-motorized paths, if applicable
Travel Demand Management Program	MDOT Form 2619	
Rideshare/Vanpooling:	FHWA Carpooling and Vanpooling Tool	
Operation of New Public Transit Services	MDOT form 2620 (for each route) MDOT form 2608 (For the sum of the entire project)	
Bus Purchase or Replacements	FHWA Transit Bus Retrofits and Replacement Tool	Vehicle lease/purchase How many will be leased or purchase Equipment: Type to be funded
Alternative Fuels and Vehicles	FHWA Alternative Fuels and Vehicles Tool	
Other Project (May need additional details)	MDOT form 2608	