

**Call for Projects**  
*for the*

**2024 Congestion Mitigation and  
Air Quality (CMAQ)  
Project Prioritization & Selection  
Process**

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

Issued: September 18, 2024

**Reissued: October 4, 2024**



Project Proposal Deadline:

**November 22, 2024 at 5 pm**

## ***Table of Contents***

Funding Opportunity.....	3
Background.....	3
Eligible Applicants.....	4
Funding Ratios .....	4
Project Categories .....	4
National Environmental Policy Act (NEPA) Requirements.....	5
Evaluation and Project Scoring .....	5
Grant Award Contract Dates and Process.....	7
Attachments .....	8
Attachment I: Resolution .....	8
Attachment II: TMA Map.....	9
Attachment III: List of Eligible Public Schools .....	10
Attachment IV: Criteria Scoring Guide .....	11-16

# 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 (NOx), and carbon monoxide (CO), particulate matter (PM 2.5 and PM 10)

CMAQ Public Fleet Alternative Fuels and Idle Reduction program is administered locally by INCOG and the Tulsa Area Clean Cities program. The U.S. Department of Energy's Clean Cities program is a voluntary, locally based, government and private industry partnership whose goal is to expand the use of alternatives to gasoline and diesel fuel, accelerate the deployment of alternative fuel vehicles, build a local alternative fuel infrastructure, and promote idle reduction and idle reduction technologies. Clean Cities program supports the Energy Policy Act of 1992 and the Clean Air Act and its 1990 Amendments, seeks to reduce national dependence on imported oil, and promotes the creation of commercial opportunities, new jobs and new businesses in the alternative fuels industry.

Since its 1997 designation, Tulsa Area Clean Cities partners and stakeholders have consistently sought to advance alternative fuel technology and the deployment of alternative fuel vehicles. The program is a catalyst for economic development in the region. The relationship all partners and stakeholders maintain is one that advances not only goals of the U.S. Department of Energy, but also Oklahoma commerce and economic development goals. Tulsa Area Clean Cities Coalition is supported by INCOG, the Oklahoma Department of Commerce, the U.S. Department of Energy, and a coalition of dues paying private industry stakeholders.

## 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 (i.e., cities, towns and counties) located principally within the Tulsa TMA, see Attachment II for map
- Tribal Nations (i.e., Cherokee Nation, Muscogee Nation, and Osage Nation)
- Public school districts See Attachment III for a list of eligible public school districts.
- Public Trust Authorities
- Public Transit Agencies

The [Build America Buy America Act](#), enacted as part of the Infrastructure Investment and Jobs Act on November 15, 2021, established a domestic content procurement preference for all Federal financial assistance obligated for infrastructure projects after May 14, 2022. The domestic content procurement preference requires that all iron, steel, manufactured products, and construction materials used in covered infrastructure projects are produced in the United States.

## Funding Ratios

Eligible participant projects may be funded at a maximum of 80% federal CMAQ funds and a minimum of 20% non-federal funds **unless otherwise specified**. See criteria scoring guide for further information. Maximum award is limited to \$500,000 in federal funds per project.

**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 Equipment and Installation**
  - 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 be used to pay up to 50% of the cost of the vehicles. Alternative fuel vehicles must replace existing diesel-powered vehicles or existing gasoline powered vehicles.

- Vehicles purchased with CMAQ funds must replace existing vehicles. Replaced vehicles must be removed from the fleet.

### **3. Street Sweeper Replacement with Electric Street Sweepers and Airport Handling equipment:**

- An eligible applicant may request funds to purchase electric street sweepers. The eligible applicant must prioritize street sweeping on streets with bike lanes, sharrows, signed bike routes and paved trails.
- The purchasing and/or retrofit of airport handling equipment is also eligible including baggage handlers, aircraft tow motors, and other equipment that plays a role in this intermodal link.

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 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.

**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.

## **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 Transportation and Clean Cities 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 January 14, 2025. 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

<b>Activity</b>	<b>Target Date</b>
Solicit Applications	September 18, 2024 / <b>October 4, 2024</b>
Applications Due	November 22, 2024
INCOG Board approval of projects (Tentative)	January 14, 2025

**Please submit complete application electronically to:**

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

# 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 sponsors 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.

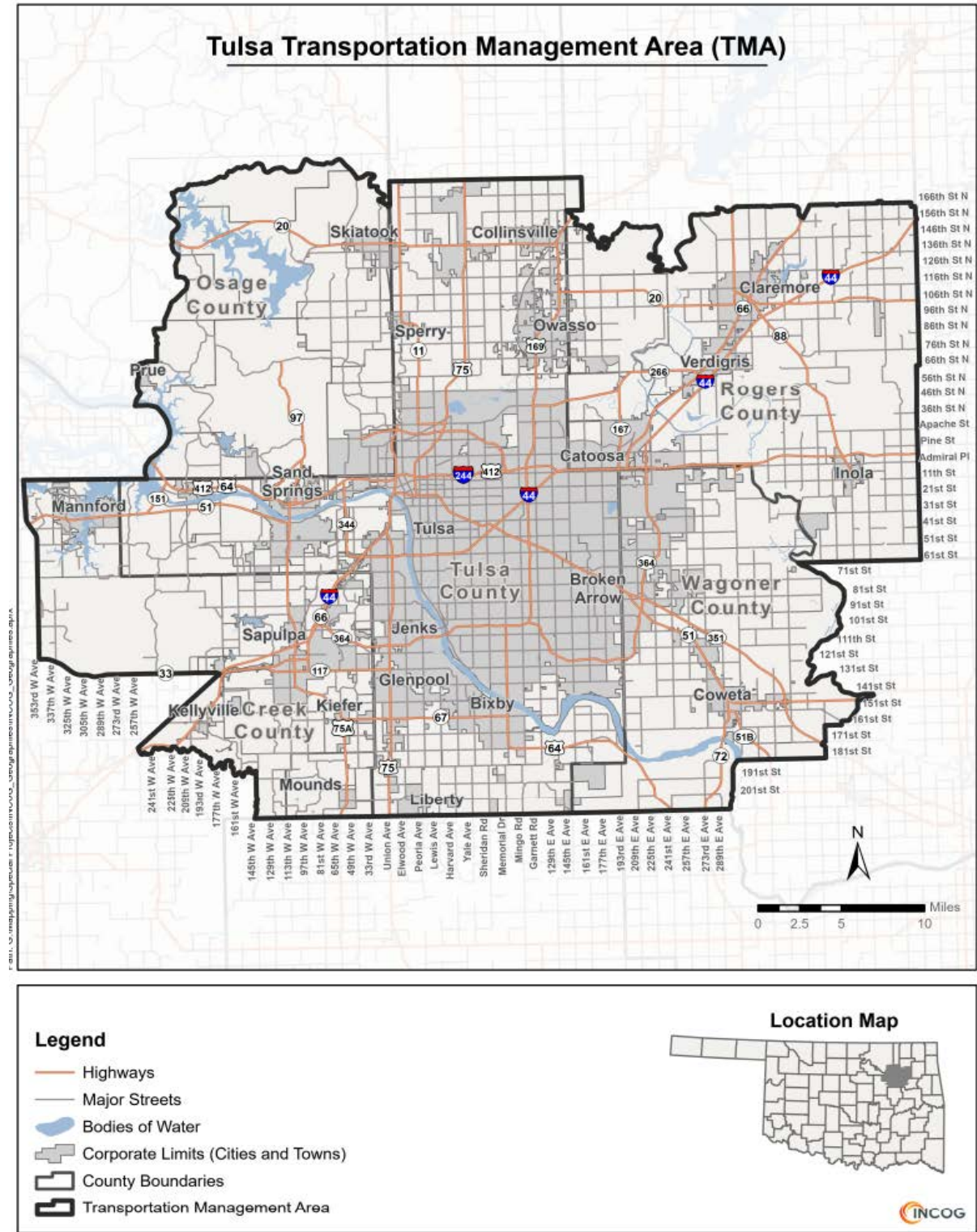
ATTEST:

\_\_\_\_\_  
(Chief Elected Official or local governing body)

\_\_\_\_\_  
(Clerk/Secretary/Attorney)



# Attachment II: Tulsa TMA Map



## **Attachment III: List of Eligible Public Schools**

- Anderson 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
- Inola Public Schools
- Jenks Public Schools
- Justus-Tiawah Public Schools
- Kellyville Public Schools
- Keystone Public Schools
- Kiefer Public Schools
- Liberty-Mounds Public Schools
- Lone Star Public Schools
- Mannford 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: \_\_\_\_\_

Contact Person: (Name) \_\_\_\_\_

Email address: \_\_\_\_\_ Phone: \_\_\_\_\_

Please attach more detailed budget and cost basis if available 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:		
Other Costs:		
-Vehicle Acquisition		
-Fueling Equip & Install		
-Other		
Grand Total:		









