# Background & Instructions

The Metropolitan Transportation Commission (MTC) is required to calculate and report on air quality improvements associated with projects awarded federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding. Project sponsors applying for and/or awarded CMAQ funding from MTC must provide the following inputs for use by MTC staff to calculate associated air quality improvements.

This form must be completed and submitted in Word document form. Sponsors must complete the General Information section for all CMAQ-eligible projects, along with any applicable subsequent section(s) based on project type. Measurements of current conditions (e.g. existing traffic volume) should use the most recent available data. For current transit ridership, FTA’s [National Transit Database](https://www.transit.dot.gov/ntd/ntd-data) (NTD) is the preferred data source. Projected future conditions (e.g. future traffic volume) should use the sponsor’s best estimates given the information available.

For assistance completing this form, please contact Harold Brazil at hbrazil@bayareametro.gov.

# General Information (All CMAQ-Eligible Projects)

|  |  |
| --- | --- |
| **Project Name:** | *Project name* |
| **Location:***County* | *Select county* |
| **Funding Request:***CMAQ amount* | *Funding request* |
| **Completion Year:** | *Year* |
| **General Notes:***Optional* | *General notes (optional)* |

# Bicycle & Pedestrian Facilities

## Facility Length/Type

|  |  |  |
| --- | --- | --- |
| **Facility Type***Complete one row per facility type* | **Project Length***Include units* | **Total Facility Length***Include units* |
| *Select facility type* | *Project length* | *Total facility length (incl. project)* |
| *Select facility type* | *Project length* | *Total facility length (incl. project)* |
| *Select facility type* | *Project length* | *Total facility length (incl. project)* |
| *Select facility type* | *Project length* | *Total facility length (incl. project)* |

## Crossing County/Type

|  |  |
| --- | --- |
| **Crossing Type***Complete one row per crossing type* | **Crossing Count** |
| *Select crossing type* | *Crossing count* |
| *Select crossing type* | *Crossing count* |

## Additional Project Information

|  |  |
| --- | --- |
| **Bike Station Count:***Number added* | *Bike station count* |
| **Roadway Type:***Functional class, for on-street facilities* | *Roadway type* |
| **Roadway Lanes:***Both directions* | *Lane count* |
| **Posted Speed Limit:***MPH* | *Posted speed limit* |
| **Daily Traffic:***Average annual daily traffic volume (AADT), both directions* | *Average daily traffic* |
| **Daily Traffic Year:***Year AADT measured (use most recent data available)* | *Measurement year* |
| **Parallel Roadway Type, if Applicable:***Functional class of adjacent corridor* | *Roadway type* |
| **Parallel Roadway Lanes, if Applicable:***Both directions* | *Lane count* |
| **Parallel Posted Speed Limit, if Applicable:***MPH* | *Posted speed limit* |
| **Parallel Daily Traffic, if Applicable:***Average annual daily traffic volume (AADT), both directions* | *Average daily traffic* |
| **Parallel Daily Traffic Year, if Applicable:***Year parallel AADT measured (use most recent data available)* | *Measurement year* |
| **Nearby Destinations:***Activity centers within ½ mile of project, including banks, churches, hospitals/ clinics, light rail stations, office parks, post office, libraries, shopping areas, universities/colleges* | *Destination count* |
| **Nearby Colleges/ Universities:***Within 2 miles of project* | *College and/or university count* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Rideshare Programs

|  |  |
| --- | --- |
| **Average Current Daily Ridership:***Average number of weekday riders prior to project implementation* | *Average current ridership* |
| **Ridership Year:***Year ridership measured (use most recent data available)* | *Measurement year* |
| **Ridership Source:***Source of ridership data (NTD preferred)* | *Ridership source* |
| **Projected Future Daily Ridership:***Estimated number of weekday riders after project implementation* | *Projected future ridership* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Carshare Programs

|  |  |
| --- | --- |
| **Vehicles Available:***Number of carshare vehicles available* | *Carshare vehicle count* |
| **Conventional Membership:***Number of monthly members* | *Conventional carshare monthly member count* |
| **One-Way Membership:***Number of one-way monthly members* | *One-way carshare monthly member count* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Bike Share & Scooter Share Programs

## Micromobility Fleet Size/Ridership

|  |  |  |
| --- | --- | --- |
| **Micromobility Fleet Type***Complete one row per micromobility mode* | **Fleet Size***Number of micromobility devices* | **Ridership***Number of average weekday riders* |
| *Select fleet type* | *Fleet size (count)* | *Daily ridership* |
| *Select fleet type* | *Fleet size (count)* | *Daily ridership* |
| *Select fleet type* | *Fleet size (count)* | *Daily ridership* |

## Additional Project Information

|  |  |
| --- | --- |
| **Ridership Year:***Year ridership measured (use most recent data available)* | *Measurement year* |
| **Ridership Source:***Source of ridership data* | *Ridership source* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Transportation Demand Management/Safe Routes to School Non-Infrastructure Programs

|  |  |
| --- | --- |
| **New Walking Trips:***Number of new walking trips per weekday, replacing SOV trips* | *New walking trip count* |
| **New Biking Trips:***Number of new biking trips per weekday, replacing SOV trips* | *New biking trip count* |
| **New Carpool Trips:***Number of new carpool trips per weekday, replacing vehicle trips* | *New carpool trip count* |
| **Carpool Ridership:***Average number of riders per new carpool* | *Riders per carpool* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Transit Improvements – Roadway

|  |  |
| --- | --- |
| **Current Daily Ridership:***Average number of current weekday riders* | *Current daily rider count* |
| **Ridership Year:***Year ridership measured (use most recent data available)* | *Measurement year* |
| **Ridership Source:***Source of ridership data (NTD preferred)* | *Ridership source* |
| **Future Daily Ridership:***Projected number of weekday riders* | *Future daily rider count* |
| **Daily Revenue Miles:***Weekday transit vehicle revenue miles (total)* | *Daily revenue miles* |
| **Project Length:***Length of roadway improvements* | *Project length (include units)* |
| **Current Route Length:***Length of current route* | *Current route length (include units)* |
| **Future Route Length:***Length of completed route* | *Future route length (include units)* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Transit Improvements – Rail/Ferry

|  |  |
| --- | --- |
| **Parking Spaces Added/Removed:***If applicable* | *Change in parking spaces* |
| **Current Daily Ridership:***Average number of current weekday riders* | *Current daily rider count* |
| **Ridership Year:***Year ridership measured (use most recent data available)* | *Measurement year* |
| **Ridership Source:***Source of ridership data (NTD preferred)* | *Ridership source* |
| **Future Daily Ridership:***Projected number of weekday riders* | *Future daily rider count* |
| **Description:***List elements resulting in service and/or frequency improvements* | *Description of improvements* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Transit Improvements – Station

|  |  |
| --- | --- |
| **Parking Spaces Added/Removed:***If applicable* | *Change in parking spaces* |
| **New Stop Count:***Number of new bus bays/ stops, rail platforms* | *New bus stop/bay, rail platform count* |
| **Roadway Improvements:***List roadway improvements, including intersection improvements, added turn lanes, new capacity, and length* | *Description of roadway improvements* |
| **Active Transportation Improvements:***List bicycle/pedestrian access improvements, including length of new path if applicable* | *Description of bicycle/pedestrian improvements* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Transit Fleet Expansion

|  |  |
| --- | --- |
| **Current Daily Ridership:***Average number of current weekday riders* | *Current daily rider count* |
| **Ridership Year:***Year ridership measured (use most recent data available)* | *Measurement year* |
| **Ridership Source:***Source of ridership data (NTD preferred)* | *Ridership source* |
| **Future Daily Ridership:***Projected number of weekday riders* | *Future daily rider count* |
| **Additional Vehicles:** | *Number of new vehicles* |
| **Daily Service Miles:***Weekday transit vehicle revenue miles per vehicle* | *Daily service miles per vehicle* |
| **Engine Type:** | *Vehicle engine type* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Zero-Emissions Transit Fleet Replacement

|  |  |
| --- | --- |
| **Vehicles Replaced:** | *Number of new vehicles* |
| **Daily Service Miles:***Weekday transit vehicle revenue miles per vehicle* | *Daily service miles per vehicle* |
| **Existing Engine Type:** | *Existing engine type* |
| **Replacement Engine Type:** | *Replacement engine type* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Electric Vehicle Charging Stations

|  |  |
| --- | --- |
| **Station Type:** | *Charging station type* |
| **Station Count:** | *Charging station count* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Traffic Signal Synchronization

|  |  |
| --- | --- |
| **AM Peak Volume:***Average weekday AM peak hour vehicles/hour* | *AM peak volume* |
| **PM Peak Volume:***Average weekday PM peak hour vehicles/hour* | *PM peak volume* |
| **Off-Peak Volume:***Average weekday off-peak vehicles/hour* | *Off-peak volume* |
| **Traffic Volume Year:***Year traffic volumes measured (use most recent data available)* | *Measurement year* |
| **Current Speed:***Current average speed, in MPH* | *Current average speed* |
| **Current Speed Year:***Year average speed measured (use most recent data available)* | *Measurement year* |
| **Future Speed:***Projected average speed after project, in MPH* | *Projected average speed* |
| **Project Length:***Length of impacted roadway segment(s)* | *Roadway length (include units)* |
| **Roadway Type:***Functional class* | *Roadway type* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Roundabouts

## Existing Turn Percentages

|  |  |  |  |
| --- | --- | --- | --- |
| **Existing Intersection Approach***Complete one row per existing approach* | **Left Turn Percentage** | **Right Turn Percentage** | **U-Turn Percentage** |
| *Approach* | *Left %* | *Right %* | *U-turn %* |
| *Approach* | *Left %* | *Right %* | *U-turn %* |
| *Approach* | *Left %* | *Right %* | *U-turn %* |
| *Approach* | *Left %* | *Right %* | *U-turn %* |
| *Approach* | *Left %* | *Right %* | *U-turn %* |
| *Approach* | *Left %* | *Right %* | *U-turn %* |

## Roundabout Entry Lanes

|  |  |
| --- | --- |
| **Proposed Roundabout Approach***Complete one row per proposed approach* | **Entry Lane Count** |
| *Approach* | *Number of lanes* |
| *Approach* | *Number of lanes* |
| *Approach* | *Number of lanes* |
| *Approach* | *Number of lanes* |
| *Approach* | *Number of lanes* |
| *Approach* | *Number of lanes* |

## Additional Project Information

|  |  |
| --- | --- |
| **Average Daily Volume:***Average annual daily traffic volume (AADT), both directions* | *Average annual daily traffic volume* |
| **Truck Percentage:***If applicable* | *Truck percentage* |
| **AM Peak Delay:***Average weekday AM peak hour intersection delay seconds/vehicle* | *AM peak delay per vehicle* |
| **PM Peak Delay:***Average weekday PM peak hour intersection delay seconds/vehicle* | *PM peak delay per vehicle* |
| **Off-Peak Delay:***Average weekday off-peak hour intersection delay seconds/vehicle* | *Off-peak delay per vehicle* |
| **Measurement Year:***Year traffic volume, composition, delay measured (use most recent data available)* | *Measurement year* |
| **Roadway Type:***Functional class* | *Roadway type* |
| **Circulating Lanes:***Proposed number of circulating lanes* | *Number of circulating lanes* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

# Intersection Improvements

## Project Area Types

|  |  |
| --- | --- |
| **Urban/Rural***Select one option* | **Business District***Select one option* |
| [ ]  Urban[ ]  Rural | [ ]  Business District[ ]  Not a Business District |

## Intersection Signalization

|  |  |  |
| --- | --- | --- |
| **Existing/ Proposed** | **Signalization***Select as applicable* | **Turn Phases***Select as applicable* |
| **Existing:** | [ ]  Signalized[ ]  Unsignalized | [ ]  Left turn phase[ ]  Right turn phase |
| **Propose:** | [ ]  Signalized[ ]  Unsignalized | [ ]  Left turn phase[ ]  Right turn phase |

## Additional Project Information

|  |  |
| --- | --- |
| **Daily Peak Hours:***AM and PM* | *Number of peak hours per day* |
| **Peak Hour Volume:***Average weekday peak hour vehicles/hour, both directions* | *Peak hour volume* |
| **Truck Percentage:***If applicable* | *Truck percentage* |
| **Existing Delay:***Average weekday intersection delay seconds/vehicle* | *Average delay per vehicle* |
| **Measurement Year:***Year traffic volume, composition, delay measured (use most recent data available)* | *Measurement year* |
| **Proposed Signal Time:***Cycle length (seconds)* | *Cycle length* |
| **Green Time Ratio:***Ratio of green time per cycle time* | *Green time ratio* |
| **Left Turn Lanes Added:***Number added, single direction* | *Number of left turn lanes added* |
| **Additional Notes:***Optional* | *Additional notes (optional)* |

***Revisions***

*Version 1.0 (6/28/2022): initial publication*

*Version 1.1 (7/22/2022): document updated to add Transportation Demand Management/Safe Routes to School Non-Infrastructure Programs section, make accessibility modifications to tables*

*Version 1.2 (11/29/2022): background and instructions updated for generic use by project sponsors applying for and/or receiving CMAQ funding from MTC, regardless of grant cycle or project status*