



Announcement

2025 Winter Project Selection for Federal Sub-allocation Funds

September 2, 2024

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO) is pleased to announce the beginning of the Winter 2025 project selection process for the suballocated federal funds. The pre-application consultation phase will start on September 3, 2024, followed by the acceptance of applications beginning on September 13, 2024. We request that all interested parties carefully review the attached project selection guidelines to determine their eligibility as applicants and their project's eligibility. **Applications to be submitted electronically to mmullenax@hepmo.net.**

Background

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO) is dedicated to improving transportation infrastructure and services in the region. As part of this effort, the MPO is responsible for allocating federal funds sub-allocated to the HEPMPPO from the Surface Transportation Block Grant Program (STBG) and the Carbon Reduction Program (CRP) within the Hagerstown-MD-WV-PA-VA Urban Area (UA). In addition to requesting project implementation through the MPO's suballocated Carbon Reduction and Surface Transportation Block grant funds the MPO has the ability to request that the West Virginia Department of Transportation implement major Long Range Transportation Plan projects, smaller operational and safety improvement projects and street corridors resurfacing projects through State Transportation Improvement Program.

Key Dates

September 3, 2024	Announcement release
September 3, 2024	Pre-application consultation period begins
September 13, 2024	HEPMPO starts to accept applications
October 25, 2024	Pre-application consultation period ends
November 1, 2024	Application Deadline
December 2, 2024	Technical Advisory Committee Review
January 6-14, 2025	Interstate Council Project Review
January 15, 2025	Interstate Council Approval
January 22, 2025	Announcement of selected projects on HEMPO's website

Contact

Matt Mullenax
Executive Director

Hagerstown/Eastern Panhandle MPO
226 Pilot Way, Suite E
Martinsburg, WV 25405

mmullenax@hepmo.net

Phone: (304) 263-1743

www.hepmo.net

Attachment

- HEPMPO Application for Project Funding
- Project Selection Guidelines & Process for Federal Sub-Allocation Funds and Projects

HEPMPO Application for Project Funding

Agency/Organization Information
Name:
Type of the Agency/Organization (check one): <input type="checkbox"/> A unit of local government. <input type="checkbox"/> An agency that maintains Federal aid eligible facilities or that has coordinated with WVDOT for improvements to a road eligible for federal funds prior to submission of an application. <input type="checkbox"/> A nonprofit entity that is responsible for the administration of federal fund eligible facilities. <input type="checkbox"/> A member of the public (approved by the HEPMPO Interstate Council).

Agency/Organization Representative	
First Name:	Last Name:
Email:	Phone Number:
Title:	

Required Project Information Checklist (Please attach narratives)		
Project Name:		
Project Location:		
Narratives:		
<u>Yes</u>	<u>No</u>	<u>Document</u>
<input type="checkbox"/>	<input type="checkbox"/>	Purpose/Need Statement
<input type="checkbox"/>	<input type="checkbox"/>	Summary of Project Benefit and Impact
<input type="checkbox"/>	<input type="checkbox"/>	Scope of Work
<input type="checkbox"/>	<input type="checkbox"/>	Project Map
<input type="checkbox"/>	<input type="checkbox"/>	Additional Pertinent documentation
<input type="checkbox"/>	<input type="checkbox"/>	Letters of Support (optional)

Grant and Funding Information

Type of funding requested (check all that apply):

- Surface Transportation Block Grant (STBG). Grant amount requested: _____
- Carbon Reduction Program (CRP). Grant amount requested: _____

If awarded a grant, when will use of the funds begin? _____

Is the project eligible for 100% Federal fundings?

Yes _____; No _____; Not sure _____;

If the project has not been identified as being eligible for 100% Federal funding or as priority for the State by a representative of the WVDOT/WVDOH, is there a funding source for any required match (20%)?

Yes _____; No _____;

Total project cost (if different from the amount requested) _____.

Provide a budget that outlines the estimated cost of each project activity. Please attach any documentation available. (Use attachment if necessary)

If applicable, describe any additional resources or partnerships that will support the project's implementation. Please attach any documentation.

Supplemental Information (optional)

How the project addresses the goals and objectives outlined in HEPMPO's Long Range Transportation Plan and/or Performance measures? (Use attachment if necessary)

Will this project cross, lie within, or directly affect any section of roadway currently under the jurisdiction of the West Virginia Division of Highways (WVDOH)? If you answered "Yes," please contact WVDOH District Five Office concerning this project prior to project application submission. Please indicate the person contacted and the date of contact.

Verification

I hereby certify that all information provided in this grant application is true, accurate, and complete to the best of my knowledge. I understand that any misrepresentation or omission may result in the rejection of this application or the termination of any grant awarded based on this application.

Signature of the Authorized Representative:

Printed Name: _____

Title: _____

Date: _____



Hagerstown/Eastern Panhandle MPO

Project Selection Guidelines for Federal Suballocated Funds in West Virginia

Adopted: August 16, 2023

Table of Contents

1.General Overview	3
1.1 Applicant Eligibility	3
1.2 Project Selection Criteria and Scoring	4
2.Project Selection Process.....	5
Appendix A - Project Eligibility.....	6
A.1 Project Eligibility for STBG funding.....	6
A.2 Project Eligibility for Carbon Reduction Program (CRP) funding	9
Appendix B - Funding (Federal Share)	11
B.1 Federal Share of STBG Funds	11
B.2 Federal Share of CRP Funds	12
Appendix C - 2023-2028 WVDOT STIP & TIP Operating Procedures Excerpt.....	13

1. General Overview

The *MPO Project Selection Guidelines for Federal Suballocated Funds* for the Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO) serves as a guide for project eligibility and the application process for the purpose of allocating federal suballocated funds for the HEPMPPO metropolitan planning area, comprising of Berkeley and Jefferson Counties in West Virginia (and Washington County in Maryland). HEPMPPO seeks to improve transportation infrastructure throughout the two-county region through the implementation of projects utilizing MPO-specific federal suballocated funds. Moreover, HEPMPPO is responsible for allocating federal suballocated funds from the Surface Transportation Block Grant Program (STBG) and the Carbon Reduction Program (CRP) for eligible projects.

This document was developed to support the West Virginia Department of Transportation (WVDOT) *2023-2028 STIP & TIP Operating Procedures*. HEPMPPO is responsible for requesting the WVDOT to initiate and implement regionally significant projects from the Long Range Transportation Plan (LRTP), in addition to operational and safety improvement projects, and street corridor resurfacing projects. As provided in the *WVDOT 2023-2028 STIP & TIP Operating Procedures*, projects are grouped in (3) tiers—Tier 1: MPO LRTP or Regionally Significant Projects, Tier 2: Operational & Safety Projects, Tier 3: Annual Pavement Program Projects-(Federal-Aid or State-Funded). To view the full description of projects for these programs, Section VI and Section VII of the *WVDOT 2023-2028 STIP & TIP Operating Procedures* are included in Appendix C.

To ensure a fair and transparent process for selecting projects for funding, a project selection process was developed and is described in this document. This process is designed to evaluate project proposals based on established criteria and applicable eligibility requirements.

1.1 Applicant Eligibility

Applicants seeking to utilize the federal suballocated funds for the Surface Transportation Block Grant Program (STBG) and the Carbon Reduction Program (CRP) must be able to provide any match required for the project *unless the project is eligible for 100% funding* and be:

- A unit of local government or HEPMPPO itself.
- An agency that maintains Federal-aid eligible facilities or that has coordinated with WVDOT for improvements to a Federal-aid eligible facility prior to submission of an application.
- A nonprofit entity that is responsible for the administration of federal funds for Federal-aid eligible facilities.

Applicants for Tier 1: MPO LRTP or Regionally Significant Projects, Tier 2: Operational & Safety Projects, or Tier 3: Annual Pavement Program Projects-(Federal-Aid or State-Funded) should be one of the following:

- A unit of local government or HEPMPPO itself.
- An agency that maintains Federal-aid eligible facilities or that has coordinated with WVDOT for improvements to a Federal-aid eligible facility prior to submission of an application.
- A nonprofit entity that is responsible for the administration of federal funds for Federal-aid eligible facilities.

--Eligible projects for Tier 3: Annual Pavement Program Projects-(Federal-Aid or State-Funded) can be recommended by a member of the public but must be approved by the Interstate Council.

1.2 Project Selection Criteria and Scoring

Criteria	Points
Contribute to one objective identified in HEPMPO's Long Range Transportation Plan	10
Contribute to more than one objective in HEPMPO's Long Range Transportation Plan	5 x the number of extra related objectives
Part of Fiscally Constrained project in HEPMPO's Long Range Transportation Plan	40
Part of Unfunded project in the HEPMPO's Long Range Transportation Plan	30
Part of a priority corridor or intersection identified in a Regional Safety Plan	20
Part of a project identified in a Regional Bicycle and Pedestrian Plan	20
Part of a critical freight corridor identified in a Regional Freight Plan	20
The project contributes to achieving a performance measure target identified in HEPMPO's Transportation Improvement Program	30
The project contributes to achieving more than one performance measure target identified in HEPMPO's Transportation Improvement Program	10
The project is directly related to improving safety	10
The project is eligible to receive increased federal share	5

When two or more projects received the same score, higher ranking will be given to projects with the following features, as ordered by priority for this ranking purpose: 1) benefitting traditionally underserved and disadvantaged populations; 2) promoting alternative transportation; and 3) preferred by the HEPMPO Interstate Council (ISC) and Technical Advisory Committee (TAC).

2. Project Selection Process

Near the beginning of each fiscal year, HEPMPO will announce the deadline for applications on its website. The information will also be shared with the Interstate Council and the Technical Advisory Committee.

Step 1. Pre-Application

HEPMPO Staff will hold pre-application meetings as requested with potential applicants to discuss project qualification and selection criteria.

Step 2. For Application Submittals

Applications should be submitted with the following documentation:

1. Demonstration of need for the project, e.g., evidence or data demonstrating the project warrants expeditious implementation. The applicant should be able to provide information such as a summary of crash data, identified congestion, network gaps (street or sidewalk), a traffic study, or similar information.
2. Location and Extent of Project, e.g., a map displaying the location and extent of the project should be provided.
3. Identified funding source for match if the project has not been identified as being eligible for 100% federal funding *or* a priority project for the State by a representative of the WVDOT.
4. Identified community support for the project, e.g., letter(s) of support.

Step 3. Preliminary Review

After receiving an application, HEPMPO Staff conduct a preliminary review to determine project eligibility. HEPMPO Staff will inform the applicant of the outcome of the preliminary review.

Step 4. Project Scoring

HEPMPO Staff will score projects based on the information presented in the application. HEPMPO Staff will compile all applications, scoring sheets, and any other relevant information.

Step 5. Technical Advisory Committee Reviews

HEPMPO Staff will share the compiled document with the Technical Advisory Committee for review and comment. If necessary, HEPMPO staff will revise the project scoring and ranking based on the input from TAC.

Step 6. Interstate Council Review

HEPMPO Staff will prepare a report summarizing the project selection outcome and the comments received from the TAC. HEPMPO staff will share the report with the Interstate Council for review and comment. If necessary, HEPMPO staff will revise the project score and ranking based on the input from the Interstate Council.

Step 7. Final Approval

HEPMPO Staff will submit the report to the Interstate Council for approval. Project selection will be considered final only after the report is approved by the Interstate Council.

Appendix A - Project Eligibility

Proposed projects must be located within the metropolitan planning area comprising Berkeley County and Jefferson County and be a project or a portion of a project in the HEPMPO Long Range Transportation Plan (LRTP) or be found by the HEPMPO Staff and the Interstate Council to be consistent with the LRTP. Applications for projects seeking to utilize federal suballocated funds must meet the requirements specified in the following subsection.

A.1 Project Eligibility for STBG funding

(1) Location Requirement

STBG projects may not be undertaken on a road functionally classified as a local road or a rural minor collector unless the road was on a Federal-aid highway system on January 1, 1991, except-

- A bridge or tunnel project (no new construction);
- A bridge replacement of a low water crossing;
- A project described in 23 USC 133(b)(5)-15 and (b)(23)
 - Highway and transit safety infrastructure improvements and programs;
 - Fringe and corridor parking facilities;
 - Carpool projects;
 - Recreational trails, including maintenance and restoration of existing trail;
 - the safe routes to school program;
 - Pedestrian and bicycle projects in accordance with 23 USC 217, including modifications to comply with ADA requirements;
 - Protection for bridges and tunnels on public roads;
 - Project to reduce the number of wildlife-vehicle collisions;
 - Installation of EV charging facilities;
 - Projects to support congestion pricing, electronic toll collection, travel demand management programs;
 - Planning programs, research, workforce development, training, and education.
- As approved by the Secretary.

(2) Eligible Activities

- Construction of
 - Highways, bridges, tunnels, ferry boats and terminal facilities;
 - Transit capital projects eligible under 49 USC 53 Public Transportation;
 - Capital improvements on infrastructure-based intelligent transportation systems;
 - Truck parking facilities; and
 - Wildlife crossing structure.
- Operational improvements (23 USC 101(a)(19)), including
 - Capital improvement for installation of traffic surveillance and control equipment;
 - Computerized signal systems;
 - Motorist information systems;
 - Integrated traffic control systems;
 - Incident management programs, and
 - Transportation demand management facilities, strategies, and programs.
- Capital and operating costs for traffic monitoring, management, and control facilities and programs (23 USC 101(a)(18)), includes labor costs, administrative costs, costs of utilities and rent, and other costs associated with the continuous operation of traffic control, such as integrated traffic control systems, incident management programs, and traffic control centers.

- Environmental measures eligible
 - under 23 USC 119(g)
 - Mitigation banking or other third-party mitigation arrangements, such as the purchase of credits from commercial mitigation banks;
 - Statewide and regional efforts to conserve, restore, enhance, and create natural habitats and wetlands; and
 - Development of statewide and regional environmental protection plans, including natural habitat and wetland conservation and restoration plans.

 - Under 23 USC 148(a)(4)(B)(xvii). The addition or retrofitting of structures or other measures to eliminate or reduce crashes involving vehicles and wildlife.

 - Under 23 USC 328. Environmental restoration and pollution abatement to minimize or mitigate the impacts of any transportation project funded under this title (including retrofitting and construction of stormwater treatment systems to meet Federal and State requirements.

 - Under 23 USC 329. Establishment of plants to perform one or more of the following functions:
 - abatement of stormwater runoff;
 - stabilization of soil;
 - provision of habitat, forage, and migratory way stations for Monarch butterflies, other native pollinators, and honey bees, and aesthetic enhancement.
 - Management of plants which impair or impede the establishment, maintenance, or safe use of a transportation system.

- Transportation control measures listed under Clean Air Act (CAA) Section 108(f)(1)(A) / 42 U.S. Code §7408(f)(1)(A), except clause (xvi) of the section.
 - programs for improved public transit;
 - restriction of certain roads or lanes to, or construction of such roads or lanes for use by, passenger buses or high-occupancy vehicles (HOVs);
 - employer-based transportation management plans, including incentives;
 - trip-reduction ordinances;
 - traffic flow improvement programs that achieve emissions reductions;
 - fringe and transportation corridor parking facilities serving multiple-occupancy vehicle programs or transit service;
 - programs to limit or restrict vehicle use in downtown areas or other areas of emissions concentration, particularly during periods of peak use;
 - programs for the provision of all forms of high-occupancy, shared-ride services;
 - programs to limit portions of road surfaces or certain sections of the metropolitan area to the use of non-motorized vehicles or pedestrian use, both as to time and place;
 - programs for secure bicycle storage facilities and other facilities, including bicycle lanes, for the convenience and protection of bicyclists, in both public and private areas;
 - programs to control extended idling of vehicles;
 - reducing emissions from extreme cold-start conditions;
 - employer-sponsored programs to permit flexible work schedules;
 - programs and ordinances to facilitate non-automobile travel, provision and utilization of mass transit, and to generally reduce the need for single-occupant vehicle travel, as part of transportation planning and development efforts of a locality, including programs and ordinances applicable to new shopping centers, special events, and other centers of vehicle activity;

HEPMPO Project Selection Guidelines for Federal Suballocated Funds

- programs for new construction and major reconstruction of paths, tracks, or areas solely for use by pedestrian or other non-motorized means of transportation when economically feasible and in the public interest. For purposes of this clause, the Administrator shall also consult with the Secretary of the Interior;
- Highway and transit safety infrastructure improvements and programs;
- Fringe and corridor parking facilities;
- Carpool projects;
- Recreational trails, including maintenance and restoration of existing trail;
- Safe routes to school program;
- Pedestrian and bicycle projects in accordance with 23 USC 217, including modifications to comply with ADA requirements;
- Protection for bridges and tunnels on public roads;
- Project to reduce the number of wildlife-vehicle collisions;
- Installation of EV charging facilities;
- Projects to support congestion pricing, electronic toll collection, travel demand management programs;
- Planning programs, research, workforce development, training, and education.
- Deployment of intelligent transportation technologies, including the ability of vehicle to communicate with infrastructure, buildings, and other road users.
- Planning and construction of projects that facilitate intermodal connection between emerging transportation technology, such as magnetic levitation and hyperloop.
- Protective features, including natural infrastructure, to enhance the resilience of a transportation facility. Natural infrastructure, as defined in (23 USC 101 (a)(17)) involves the use of plants, soils, and other natural features, including through the creation, restoration, or preservation of vegetated areas using materials appropriate to the region to manage stormwater and runoff, to attenuate flooding and storm surges, and for other related purposes.
- Projects to enhance travel and tourism.
- Any type of project eligible under 23 USC 133 as in effect on the day before the FAST Act was enacted - December 3, 2015.

A.2 Project Eligibility for Carbon Reduction Program (CRP) funding

CRP funding may be used on a wide range of projects that support the reduction of transportation emissions. Projects must be in the STIP/TIP and be consistent with the MTP.

Eligible activities include:

- A project to establish or operate a traffic monitoring, management, and control facility or program, including advanced truck stop electrification systems.
- A public transportation project that is eligible for assistance under 23 U.S.C. 142. Those projects include:
 - Construction of exclusive or preferential high-occupancy vehicle lanes.
 - Construction of highway traffic control devices.
 - Construction of bus passenger loading areas and facilities, including shelters.
 - Fringe and corridor parking facilities, which may include electric vehicle charging stations and natural gas vehicle refueling stations (23 U.S. Code § 142 (a) (1)), as well as access roads, buildings, equipment improvements, and interests in lands. (23 U.S. Code § 137)
 - Construction of a bus rapid transit corridor or dedicated bus lanes, including (23 U.S. Code § 142 (3))
 - traffic signaling and prioritization systems;
 - redesigned intersection that are necessary for the establishment of a bus rapid transit corridor;
 - on-street stations;
 - Fare collection systems;
 - information and wayfinding systems; and
 - depots.
 - Capital improvement to improve access and coordination between intercity and rural bus services (23 U.S.C 142 (a)(2));
 - Construction of facilities to improve multimode connectivity (23 U.S.C 142 (a)(2));
 - Any capital transit project that is eligible for assistance under 49 U.S.C. 53;
- A transportation alternatives project, including the construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation.

This includes projects that maximize the existing right-of-way for accommodation of nonmotorized modes and transit, including

 - separation of motor vehicles from ped/bicycle
 - increasing visibility (lighting), and
 - promoting electric bike (charging facility) and micro-mobility.
- A project for advanced transportation and congestion management technologies (23 U.S.C 503 (c)(4)(E)) including advanced traveler information systems; advanced transportation management technologies; advanced transportation technologies to improve emergency evacuation; infrastructure maintenance, monitoring, and condition assessment, and advanced public transportation system.
- A project to replace street lighting and traffic control devices with energy-efficient alternatives.

- Development of a carbon reduction strategy.
- A transportation management project, such as congestion pricing, shifting transportation demand to nonpeak hours or other transportation modes, increasing vehicle occupancy rates, and otherwise reducing demand for roads.
- A project to reduce the environmental and community impacts of freight movement.
- A project to support the deployment of alternative fuel vehicles, including publicly accessible electric vehicle charging facilities, alternative fueling infrastructure; zero-emission vehicles, and required supporting facilities.
- A project to improve traffic flow that 1) is eligible under the CMAQ program, and 2) does not involve the construction of new capacity.
- A project for the deployment of infrastructure-based intelligent transportation systems, such as vehicle-to-infrastructure communications and short-range communications.
- A project that contains sustainable pavements and construction materials. Lifecycle assessment (LCA) demonstrate substantial carbon reductions.

Any project that is eligible under the STBG if the Secretary certifies that the State has demonstrated a reduction in on-road highway CO₂ emissions: 1) per capita, and 2) per unit of economic output.

Appendix B - Funding (Federal Share)

B.1 Federal Share of STBG Funds

Federal share for STBG-funded project is governed by 23 U.S.C. 120. In general, the share is 80 percent federal funds and 20 percent local funds. An administration fee (approximately 10%) may be associated with the project. Certain safety projects may be funded at 100 percent of the cost by federal funds upon approval by the WVDOT.

The 23 U.S.C. provides that:

- Interstate system projects: **90%** of the total project cost, unless adding lanes that are not high- occupancy-vehicles or auxiliary lanes.
- Other projects: **80%** of the total project cost
- Increased federal share – up to **100%** of the cost of construction of the following safety related projects:
 - Traffic control signalization;
 - Traffic circles, including roundabouts;
 - Safety rest areas (no food, fuel, or lodging services);
 - Pavement marking;
 - Rumble strips;
 - Commuter carpooling and van pooling;
 - Rail-highway crossing closure;
 - Traffic lights, guardians, barrier;
 - Vehicle-to-infrastructure communication; and
 - Priority control systems for emergency vehicles or transit vehicles.

States are encouraged to consider the use of STBG funds for such safety improvements that would increase the Federal share to 100 percent.

- Workforce development, training and education activities and activities carried out with STBG funds under 23 USC 504(e)(1)(A) through (H): **100%**, including
 - Tuition and direct educational expenses in connection with the education and training of employees of State and local transportation agencies;
 - Employee professional development;
 - Student internships, apprenticeships, and
 - Education activities to develop interest and promote participation in surface transportation careers.

B.2 Federal Share of CRP Funds

Federal share for CRP-funded project is governed by 23 U.S.C. 120:

- Interstate system projects: **90%** of the total project cost, unless adding lanes that are not high- occupancy-vehicles or auxiliary lanes.
- Other projects: **80%** of the total project cost
- Increased federal share – up to **100%** of the cost of construction of the following safety related projects:
 - Traffic control signalization;
 - Traffic circles, including roundabouts;
 - Safety rest areas (no food, fuel, or lodging services);
 - Pavement marking;
 - Rumble strips;
 - Commuter carpooling and van pooling;
 - Rail-highway crossing closure;
 - Traffic lights, guardians, barrier;
 - Vehicle-to-infrastructure communication; and
 - Priority control systems for emergency vehicles or transit vehicles.

Appendix C – 2023-2028 WVDOT STIP & TIP Operating Procedures Excerpt

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
STIP & TIP Operating Procedures



VI. MPO Suballocated Funds

The Infrastructure Investment and Jobs Act (IIJA) establishes new suballocation of funds associated with both Surface Transportation Block Grant (STBG) and Carbon Reduction Program funds. Specifically, these funds have been suballocated to urbanized population areas of 50,000 – 200,000. The methodology for obligating these funds is established below:

Carbon Reduction Program 50,000 – 200,000 Population

These funds have predetermined distributions established at the federal level. As such, each MPO area receives a specific apportioned amount each federal fiscal year. To obligate these funds, the MPO must submit a written request to program a project for the specific funds. If the project is a priority of the WVDOT then the WVDOT will consider providing matching funds. If it is not a WVDOT priority, then the MPO will be responsible for finding a local sponsor to provide the match.

Surface Transportation Block Grant (STBG) 50,000 – 200,000 Population

These funds are suballocated as a lump sum to the State and the distribution methodology of these funds have been delegated to the WVDOT.

FHWA Guidance states – “Urbanized areas with population of at least 50,000 but no more than 200,000: The State is to establish a process to consult with relevant metropolitan planning organizations and describe how funds will be allocated equitably. [23 U.S.C. 133(d)(1)(A)(ii) and (d)(3)(A)]”

- Annual Contingency Set Aside will be 10% of the apportionment.
- Base Annual Allocation will be 20% of the apportionment and will be distributed among the 7 MPOs noted below.
 - This provides the following MPO’s with a base set aside of STBG 50,000-200,000 funds:
 1. BELOMAR (Ohio and Marshall Counties)
 2. BHJ (Brooke and Hancock Counties)
 3. FRMPO (Fayette and Raleigh Counties)
 4. HEP (Berkeley and Jefferson Counties)
 5. MMMPO (Monongalia County)
 6. RIC (Kanawha and Putnam Counties)
 7. WWW (Wood County)
- The Remaining Annual Apportionment will be obligated competitively as outlined in the Tiered process noted in section VII.

**Since KYOVA receives suballocated 200,000+ population funds and can obligate the funds within the full planning area, KYOVA will not receive the base allocation but may request utilization of the 50,000-200,000 funds following the process below.*

The Remaining Annual Apportionment of STBG 50,000-200,000 funds will be obligated based on the Tiered processes established in section VII of this document. If the project is a priority for the WVDOT then the WVDOT will consider providing the local match. If the project is not a priority for the WVDOT then the MPO will be responsible for finding a local sponsor to provide the required matching funds. **Each MPO policy board must adopt an internal process for selection of the projects that will be proposed for each of the Tiers noted in section VII.** The WVDOT will reserve the right to obligate any necessary funds to prevent lapse of federal dollars.



VII. WVDOT – MPO Cooperative Project Initiation Process

Tier 1 (MPO LRTP or Regionally Significant Projects)

Tier 1 includes projects with conceptual planning and cost estimates prepared as part of an MPO LRTP or are regionally significant. These projects tend to have large capital costs, and require significant development for environmental, right of way and other engineering issues. The WVDOT can only realistically support a handful of such initiatives statewide at any one time and remain fiscally constrained, especially as these types of projects move from pre-engineering and engineering phases to the much more costly right of way and construction phases.

To make the process of determining which, if any, new initiatives should be moved into the development pipeline more transparent, a review will be conducted at a minimum every two years. MPO's will be provided the opportunity to present candidate projects from their MTP/LRTP's to the WVDOT for consideration. The analysis and evaluation during the development of the MPO MTP/LRTP establishes the need for the projects being proposed.

WVDOT will then evaluate the projects under consideration. This evaluation will include items such as: funding, performance measures, safety, prior commitments, geographic distribution, statewide needs, etc. The evaluation process would enable WVDOT Management to decide on which, if any, of the proposals should be programmed for further development.

Tier 2 (Operational & Safety projects)

MPOs frequently conduct detailed operational and safety studies for improvements typically for intersections throughout the metropolitan planning areas. Like their Tier 1 counterparts, the needs associated with modifying intersections far exceeds the funding available for projects of this nature. In urbanized areas, these projects can become highly complex and expensive due to right of way, access, and colocation of utilities. Furthermore, the WVDOT must consider and evaluate intersection needs and improvements from a statewide perspective. MPOs should identify and provide a list containing no more than 5 priority traffic operational and safety projects (typically intersections) for consideration annually to Planning Division by June 30th. As part of the project submission, it is requested that the MPOs attach any relevant supporting analysis, studies, or plans. Once all lists have been received and compiled by the Planning Division, the traffic operational and safety candidate project lists will be further evaluated for eligibility and prioritization in federal-aid programs and used as a reference document. As placeholder allocation projects in the STIP are replaced with actual programmed projects, WVDOT can reference/review the list in MPO areas for consistency. The results of the evaluation criteria for safety and operational projects will be provided to the MPO.

Tier 3 (Annual Pavement Program Projects-Federal-Aid or State Funded)

The identification of which roads should be paved at the statewide or district level is of perennial interest to the citizens and elected officials of the State. As such, public perception and feedback are welcome components to the continual improvement of pavement management. The WVDOT recommends roadway surfacing concerns be compiled, evaluated, and submitted by each MPO with a reasonable documented methodology. If it is the MPO's desire to utilize roadway condition assessment data from the WVDOT Pavement Management System (PMS) to establish local priorities an export of that pavement data will be provided.

An annual list of proposed pavement projects generated by the Districts will be submitted to the MPOs through Planning Division by May 30th for the following year's pavement program. Any MPO recommendations must be returned to Planning Division by June 30th. The Planning Division will coordinate the evaluation process with the respective Districts. Furthermore, MPO's will be provided a copy of the annual federal aid resurfacing allocation memos.