

CMAQ: Project Budget and Schedule

Project Name**: _____ MPMS# (if known): _____

This is an interactive application form. Please fill it out completely and review your entries carefully. After completing the form, save it to your computer, and include it with your application package submission as described in the Application Instructions.

The fields marked with a double asterisk () are required.**

The Project Budget and Schedule form is designed so that project sponsors can provide in their CMAQ project applications the total project cost, the funding required for each project implementation phase, and the funding needed in each year of the TIP from each funding source.

It is critical that the application package includes a complete project budget and schedule. Developing a project budget often becomes complex, involving multiple funding sources, varying time constraints, and multiple project implementation phases. The timing and duration of each project implementation phase depends on the complexity of the project and each phase's relation to other project phases. Project funding may come from a variety of public and private sources, each with its own fiscal year. The funding sources may act independently of one another. Each will have its own funding standards and regulations. The Project Budget and Schedule form can be used to help project sponsors organize these factors to prepare the project budget information needed for the CMAQ Program and TIP.

The diagram on Page 2 presents an example project that provides a graphical display of the factors involved in preparing project cost and schedule estimates for CMAQ candidate project applications. The diagram includes three sections. The top section is labeled "Project Timeline" in the left margin. The middle section is labeled "Cost per Project Phase", and the bottom section is labeled "Funding Details".

The "Project Timeline" section presents the four situations that a project sponsor may encounter when preparing a project application. Project implementation may have already started in an earlier TIP, or may not start until the new TIP is adopted. Project completion may occur during the four-year period of the new TIP, or may continue beyond the TIP period. Project sponsors should review the four project timelines shown on the diagram and determine which one applies to their project.

In the "Cost per Project Phase" section, the duration and cost of each project phase is considered. Some project phases may be completed concurrently, while others cannot begin until earlier phases are completed. The diagram on Page 2 presents an example of a project that has the three standard construction project phases: engineering, right of way, and construction. The diagram shows how project implementation might be scheduled over several years with the funding needs for each phase shown by year and funding source. Not all projects will have these three phases, and not all projects will need to be scheduled over multiple years. A transit bus procurement project may only have the one phase "Bus Purchase" and the project sponsor may need to show all of the funding in a single year. A diesel retrofit project may have a single phase "Purchase and Install Retrofit Equipment" but, depending on the sponsor's needs, might be funded in a single year or over multiple years. Project sponsors will need to consider the nature of their proposed project, the steps involved in its implementation, the duration of each step, the interrelation among the steps, and how much funding will be needed for each step from each funding source in order to develop a realistic cost and schedule for the project.

The "Funding Details" section accumulates the funding needs for each year from the individual project phase estimates. Some funding may already be in hand, or will be by the start of the TIP period. Funding for elements of multiple project phases may be needed in some years, while no new funds or funds for a single project phase may be needed in other years. Project implementation, and funding needs, may extend beyond the TIP period and need to be accounted for in the project budget.

The funding details, implementation phases, and schedule for each project will be unique. The concepts presented in the diagram on Page 2 can be adapted to help project sponsors develop the cost and schedule estimates for their project that are needed to complete the data tables on Pages 3 through 5 of the Project Budget and Schedule form.

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CMAQ PROJECT STAGING EXAMPLE

PROJECT TIMELINE		
PROJ	START DATE	END DATE
A	BEFORE TIP	DURING TIP
B	BEFORE TIP	AFTER TIP
C	DURING TIP	DURING TIP
D	DURING TIP	AFTER TIP

PROJECT B - PHASE DETAILS		
PROJECT B - PHASE 1		
PLANNING, DESIGN, AND ENGINEERING		
PROJECT B - PHASE 2		
RIGHT OF WAY AND UTILITIES		
PROJECT B - PHASE 3		
CONSTRUCTION		

PHASES ABOVE REPRESENT THOSE OF A TYPICAL CONSTRUCTION PROJECT. THE ACTUAL NUMBER AND TYPES OF PHASES WILL VARY.

COST PER PROJECT PHASE					
SAMPLE PROJECT B: (COST DETAIL BY PHASE) —>					
SAMPLE PROJECT B: PHASE 1 - PLANNING, DESIGN AND ENGINEERING					
<----- TOTAL PROJECT B (PHASE 1) COST = \$650,000 ----->					
COST BEFORE TIP = \$500,000			COST DURING TIP = \$150,000		
COST BEFORE FY 2015 = \$500,000			COST FY 2015 = \$150,000		
FEDERAL	STATE	LOCAL	FEDERAL	STATE	LOCAL
\$100,000	\$0	\$400,000	\$30,000	\$0	\$120,000
SAMPLE PROJECT B: PHASE 2 - R.O.W. AND UTILITIES					
<----- TOTAL PROJECT B (PHASE 2) COST = \$850,000 ----->					
COST DURING TIP = \$850,000					
COST FY 2015 = \$100,000			COST FY 2016 = \$750,000		
FED	STATE	LOCAL	FEDERAL	STATE	LOCAL
\$20,000	\$0	\$80,000	\$375,000	\$300,000	\$75,000

SAMPLE PROJECT B: PHASE 3 - CONSTRUCTION								
<----- TOTAL PROJECT B (PHASE 3) COST = \$3,500,000 ----->								
COST DURING TIP = \$2,500,000						COST AFTER TIP = \$1,000,000		
COST FY 2017 = \$1,000,000			COST FISCAL YEAR 2018 = \$1,500,000			COST AFTER FY 2018 = \$1,000,000		
FEDERAL	STATE	LOCAL	FEDERAL	STATE	LOCAL	FEDERAL	STATE	LOCAL
\$500,000	\$400,000	\$100,000	\$1,200,000	\$150,000	\$150,000	\$750,000	\$150,000	\$100,000

FUNDING DETAILS																			
SAMPLE PROJECT B: (FUNDING DETAIL BY TIP PERIOD, FISCAL YEAR AND FUNDING SOURCE) —>																			
<----- TOTAL COST SAMPLE PROJECT B = \$5,000,000 ----->																			
FUNDS NEEDED BEFORE TIP = \$500,000						PROJECT FUNDS NEEDED DURING TIP = \$3,500,000										FUNDS NEEDED AFTER TIP = \$1,000,000			
FUNDS NEEDED BEFORE FY 2015 = \$500,000						FUNDS NEEDED FY 2015 = \$250,000			FUNDS NEEDED FY 2016 = \$750,000			FUNDS NEEDED FY 2017 = \$1,000,000			FUNDS NEEDED FY 2018 = \$1,500,000			FUNDS NEEDED AFTER FY 2018 = \$1,000,000	
FEDERAL	STATE	LOCAL	FEDERAL	STATE	LOCAL	FEDERAL	STATE	LOCAL	FEDERAL	STATE	LOCAL	FEDERAL	STATE	LOCAL	FEDERAL	STATE	LOCAL		
\$100,000	\$0	\$400,000	\$50,000	\$0	\$200,000	\$375,000	\$300,000	\$75,000	\$500,000	\$400,000	\$100,000	\$1,200,000	\$150,000	\$150,000	\$750,000	\$150,000	\$100,000		

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1. Project Budget and Schedule by Phase**:

Phase	Total Cost	Amount Obligated to Date	Funds to Be Programmed on TIP	Funds Needed Beyond the TIP	When do (or did) you need the money?(mm/yy)	When will (or was) the phase be completed?(mm/yy)
_____	\$ _____	\$ _____	\$ _____	\$ _____	_____	_____
_____	\$ _____	\$ _____	\$ _____	\$ _____	_____	_____
_____	\$ _____	\$ _____	\$ _____	\$ _____	_____	_____
_____	\$ _____	\$ _____	\$ _____	\$ _____	_____	_____
_____	\$ _____	\$ _____	\$ _____	\$ _____	_____	_____
Total Cost	\$ _____	\$ _____	\$ _____	\$ _____		

All dollar amounts should be entered as current dollars.

For convenience, the 3 typical project phases of a standard construction project are listed in the table above. If these phases are applicable to this project, provide the requested information to the right of the phase name. If they do not apply to this project, use the two blank rows to enter phase name(s) and provide the requested information.

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2. Project Budget by Phase and Funding Source**:

Phase	CMAQ	Other Federal	State Highway	State Transit	Other Government	Other	Total
_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Total Cost	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
% of Total Cost	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %	_____ %

All dollar amounts should be entered as current dollars.

For convenience, the 3 typical project phases of a standard construction project are listed in the table above. If these phases are applicable to this project, provide the requested information to the right of the phase name. If they do not apply to this project, use the two blank rows to enter phase name(s) and provide the requested information.

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3. Project Budget by Funding Source**:

Federal		State		Local / Other	
Funding Sources	Amount	Funding Sources	Amount	Funding Sources	Amount
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
Total	\$ _____	Total	\$ _____	Total	\$ _____

If funding sources for the project are not listed above, use blank rows to identify funding sources and amounts. A funding source lookup table is found on page 6 for your reference.

4. Additional Project Budget and Schedule Information:

If you need additional space, use and attach as many 'Additional Information' forms as needed.

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Funding Sources:

Funding Type	Funding Description	Funding Type	Funding Description	Funding Type	Funding Description
FEDERAL			STATE		
5208	ITS	NHS	National Highway System	576	Highway Systems Technology
5303	FTA Metropolitan Planning Program	OTH-F	Other Federal Government Agencies	581	State Highway
5307	FTA Urban Area Formula Grants	PTAF	Act 26 PA Transportation Assist Fund	582	State Highway Maintenance - Act 582 Emergency Appropriation
5308	FTA Clean Fuels Formula Grants	RRX	Surface Transportation - RRXing Elimination of Hazards	583	Highway Safety Program
5309	FTA New Starts Capital Program	sBOO	Spike - Bridge	818	Smoother Roads
5310	FTA Elderly & Handicapped Program	SBY	Scenic Byway Program	867	100% State Bridge Preservation Funds
5311	FTA Rural Area Formula Grants	SECT9	FTA Federal Formula - Section 9	871	State Highway Maintenance - Act 871 Emergency Appropriation
5313	FTA State Planning and Research	sNHS	Spike - National Highway System	916	Act 44 State Revenues
5317	New Freedom Program	SPF	State Secretary Spike Funds - Federal	581-S	State Highway / Safety Improvements - SAMI Safety Project
5320	Alternative Transportation in Parks & Public Land	SR2S	Safe Routes to Schools	916-B	Act 44 State Bridge Revenues
5340	Growing States	sSTP	Spike - Surface Transportation	916-H	Act 44 State Highway Revenues
AD-BOO	Additional Bridge Funds	STE	Surface Transportation - Enhancements	ACT10	Rural & Innercity STP
AD-CAQ	Additional CMAQ Funds	STN	Surface Transportation - Non-Urban	ACT3	Act 3 Public Transportation Grant
AD-NHS	Additional National Highway Funds	STP	Surface Transportation - Any Area in State	ACT4A	Act 4A Supplemental Ordering Grant
AD-STE	Additional Enhancement Funds	STP-F	Surface Transportation - Any Area in State - Transit Flex Pr	AD-185	Additional State Highway Bridge Funds
AD-STP	Additional Surface Transportation Funds	STP-S	Surface Transportation - Any Area in State - SAMI Safety Pro	AD-581	Additional State Highway Safety Funds
AD-TOL	Additional Toll Funds	STR	Surface Transportation - Rural Areas < 5,000	BND	State Bond Funds
APD	Appalachia Development	STU	Surface Transportation - Urban Areas > 200,000	BND-B	Accelerated Bridge Program
APL	Appalachian Local Access	SXF	Special Project - Federal Earmark, source not specified	BND-H	Accelerated Bridge Program
BOF	Bridge - Off System	SXF07	Special Project - 2007 Federal Appropriations Earmark	CB	Capital Budget Non-Highway
BON	Bridge - On System	SXF08	Special Project - 2008 Federal Appropriations Earmark	d916	Act 44 Discretionary
BOO	Bridge - On/Off System	SXF09	Special Project - 2009 Federal Appropriations Earmark	e185	State Discretionary Economic Development
CAQ	Congestion Mitigation and Air Quality	SXF10	Special Project - 2010 Federal Appropriations Earmark	e581	Economic Development - Highway / Safety Improvements
CAQ-F	Congestion Mitigation and Air Quality - Transit Flex Project	SXF11	Special Project - 2011 Federal Appropriations Earmark	EDA	Governors Economic Development Assistance
CAQ-Q	Congestion Mitigation and Air Quality - Candidate Project	T-21	TEA-21 - 1997 Federal Transportation Reauthorization Earmark	GEN	PA General Fund
ECONR	American Recovery and Reinvestment Act Funds	T-4	TEA-2009_10 Federal Transportation Reauthorization Earmark	IM-185	State TIP - State Highway Bridge Funds
FAI	Interstate Construction (SPC Base Funds)	TCS	Transportation Community System Preservation	IM-581	State TIP - State Highway Safety Funds
ICAQ	State Guidance Transit Flex Project - CMAQ	TLU	SAFETEA-LU - 2003 Federal Transp Reauthorization Earmark	IM-916	State TIP - Act 44 State Revenues
FCB	Federal Critical Bridge	TOLL	Toll Credits (assignment not specified, H/B)	IM-SB	State TIP - State Bridge Construction
FFL	Emergency Relief Federal Aid	TOLL-B	Toll Credits (Federal match to bridge program)	IM-SI	State TIP - State Infrastructure
FLH	Federal Land/Highway	TOLL-H	Toll Credits (Federal match to highway program)	OTH	Other PA Government Agencies
ISTP	State Guidance Transit Flex Project - Surface Transportation	TSR	Rural (100% Federal)	PIB	Pennsylvania Infrastructure Bank Loan
FTAD	FTA Discretionary Funds	TTE	Transit Transportation Enhancements	PTAF	Transit Match
HCB	Historic Covered Bridge	160	Community Transportation	s185	Spike - State Highway Bridges
HSIP	Surface Transportation - Safety	163	Community Transportation	s581	Spike - State Highway Safety
HTS	Hometown Streets	164	PTAF	s916	Spike - State
IM	Interstate Maintenance (SPC Base Funds)	179	County Act 26 Bridges	sCB	Spike Capital Budget
IM-BND	State TIP - State Bond Funds	183	Local Bridges	SIB	State Infrastructure Bank
IM-BON	State TIP - Bridge On System	185	State Highway Bridges	SPOPR	Supplemental Operating Assistance
IM-BOO	State TIP - Bridge On/Off	244	Automated Red Light Enforcement (ARLE) Program	SPS	State Secretary Spike Funds - State
IM-IM	State TIP - Interstate Maintenance	26OPEF	Act 26 Operating Grant		
IM-NHI	State TIP - National Highway Interstate	3037	Job Access & Reverse Commute	LOC	Local Government Funds
IM-NHS	State TIP - National Highway System	338	Public Transit - 1513 - Mass Transit Operating	OTH	Other Local
ISTEA	ISTEA - 1991 Federal Transportation Reauthorization Earmark	339	Public Transit - 1514 - Capital Budget/Asset Improvement Discretionary	PRI	Private
IVB	Innovative Bridge Program	340	Public Transit - 1517 - Capital Improvements	TPK	Turnpike
JC2	Jobs Bill	341	Public Transit - 1516 - Programs of Statewide Significance		
NHI	National Highway Interstate (SPC Base Funds)	342	Transit Administration and Oversight		