



Capital Area Metropolitan Planning Organization

Locally Administered Projects Program (LAPP)

QUICK GUIDE

www.campo-nc-lapp.us

Annual LAPP Schedule

- June – Target Modal Mix Developed
- August – TAC adopts Target Modal Mix
 - Open Call for Projects
 - Pre-Application Training Session
- October – Call for Projects Closes
- January – TCC recommends LAPP Awardee list
- February – TAC approves LAPP Awardee list
- October – Funds become available for obligation

Eligibility Requirements

- Federal Aid Eligible
 - Funding Source Eligibility Requirements (STP-DA/CMAQ/Enhancement/ARRA/Other)
 - Highway Projects must be on the Federal Aid System
 - Bicycle/Pedestrian/Transit/Enhancement Projects are eligible
 - Bridge and safety projects are eligible
- Shovel Ready
 - Requested phase can be obligated within funding year)
- Can only apply for project phase
 - NEPA / Design
 - Mitigation

- Utilities
- Right of Way Purchase
- Construction
- Travel Demand Management
- Programmatic (Congestion Mitigation for Air Quality, Safe Routes to Schools, etc.)
- Locally Managed & Administered
 - Local sponsor responsible for all federal and state reporting requirements
- Locally Funded w/periodic reimbursement
 - Minimum 20 percent local match
- LRTP/CTP compliant
- MTIP friendly
- Highly effective solution to current transportation problem
- Does not supplant local funds

Project Prioritization Scoring Criteria

The LAPP Committee agreed upon the following project selection and prioritization criteria for Roadway projects:

- Local priority (up to 12 pts /project – 15 pts total)
- Local Match (up to 15 pts)
- LRTP compliant (up to 10 pts)
- Project phase (10 / 5 / 3 pts)
- Prior Funding (up to 10 pts)
- Mode-effectiveness (up to 20 pts)
- Cost-effectiveness (up to 13 pts)

The LAPP Committee agreed upon the following project selection and prioritization criteria for Bicycle & Pedestrian Projects:

- Local priority (up to 12 pts /project – 15 pts total)
- Local Match (up to 15 pts)
- Plan compliant (5 pts)
- Project phase (10 / 5 / 3 pts)
- Prior Funding (up to 10 pts)
- Mode-effectiveness (up to 25 pts)
- Cost-effectiveness (up to 13 pts)

For Transit Projects, the MPO-area transit providers will caucus and produce a joint recommendation for utilization of the target transit investment. This recommendation will be presented to the TCC and TAC for approval prior to programming or flexing funds to FTA.

Program Administrative Details

- Scope Size -Project funding limit
 - \$50,000 minimum project size.

- \$50,000 - \$100,000 requires approval of the CAMPO Executive Director for submission.
 - Individual projects cannot exceed modal target funding limit.
 - Scope modifications of 10 percent or less may be approved by the CAMPO Executive Director.
- Per-Agency Project Submittal Limit – The number of candidate projects a CAMPO member agency may submit during each LAPP cycle is based on the CAMPO population of that agency as listed in the most recent certified population estimates (NC State Demographer).
 - >200,000 = 5 projects per mode (10 total)
 - 100,000 – 200,000 = 4 projects per mode (8 total)
 - <100,000 = 3 projects per mode (6 total)
 - No Unfunded Project Carryover. Any unfunded project that an agency wishes to receive consideration in a subsequent LAPP cycle must be resubmitted with updated project information. This will ensure that up to date information is available for the candidate project and account for changes in scope, project cost, local prioritization and prior submittal notation.

Required Application Materials

- Each project submitted for consideration during a LAPP cycle must provide at least a minimum level of detail and information about the proposed project. This includes:
 - Application Form and NCDOT Project Information Data Sheet (PIDS Form)
 - Purpose & Need Statements (CTP/NEPA Guidelines)
 - Map and GIS layers
 - Copy of all other pertinent project information/justification

Reporting Requirements

- Federal and State Requirements – see NCDOT Local Programs Management Unit
- MPO Requirements – see CAMPO LAPP Website for Monthly Reporting Forms

Role of the LAPP Committee

1. Project Scoring and Recommended Prioritization of Projects
2. Recommend the reprogramming of funds left unobligated by the LAPP deadline each year.
3. Develop a recommended target modal investment mix for each LAPP year.
4. Develop recommendations for improvements to the LAPP program.