



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Board Directors Meeting | May 23, 2024 | 3:00 PM - 4:30 PM

Schedule and Agenda

- I. **Convene Meeting & Roll Call** 3:00 PM - 3:05 PM
Kristin Stephens, NAAPME Chair
- II. **Public Comments** 3:05 PM - 3:10 PM
Kristin Stephens, NAAPME Chair
- III. **Decision Item:** 3:10 PM - 3:15 PM
**Approval of Minutes from the
April 25, 2024, Board of Directors Meeting**
Kristin Stephens, NAAPME Chair
- IV. **Board Policy Regarding Fiscal Management** 3:30 PM - 3:40 PM
Darius Pakbaz, NAAPME Program Administrator
Sam Foster, CDOT Division of Accounting and Finance
- V. **Allocation of NAAPME Program Funds (continued)** 3:40 PM - 4:15 PM
Darius Pakbaz, NAAPME Program Administrator
Sam Foster, CDOT Division of Accounting and Finance
Libba Rollins, CDOT Division of Transportation Development
- VI. **Enterprise Budget and Program Updates** 4:15 PM - 4:30 PM
Darius Pakbaz, NAAPME Program Administrator
- VII. **Adjournment** 4:30 PM
Kristin Stephens, NAAPME Chair

Next Governing Board Meeting: June 27, 2024, 3:00 PM - 4:30 PM

Nonattainment Area Air Pollution Mitigation Enterprise



COLORADO

Department of Transportation

**Board of Directors Meeting
May 23, 2024**



Meeting Agenda

- | | | |
|----------------------|--|--------------------------|
| | I. Convene Meeting & Roll Call
Kristin Stephens, NAAPME Chair | 3:00 PM - 3:05 PM |
| | II. Public Comments
Kristin Stephens, NAAPME Chair | 3:05 PM - 3:10 PM |
| Decision Item | III. Approval of Minutes from the April 25, 2024, Board of Directors Meeting
Kristin Stephens, NAAPME Chair | 3:10 PM - 3:15 PM |
| | IV. Board Policies Regarding Financial Management
Darius Pakbaz, NAAPME Program Administrator | 3:30 PM - 3:40 PM |
| | V. Allocation of NAAPME Program Funds (continued)
Darius Pakbaz, NAAPME Program Administrator
Sam Foster, CDOT Division of Accounting and Finance
Libba Rollins, CDOT Division of Transportation Development | 3:40 PM - 4:15 PM |
| | IV. Enterprise Budget and Program Updates
Darius Pakbaz, NAAPME Program Administrator | 4:15 PM - 4:30 PM |
| | V. Adjournment
Kristin Stephens, NAAPME Chair | 4:30 PM |



Public Comments

Kristin Stephens, NAAPME Chair



Decision Item

Approval of Minutes from the April 25, 2024, Board of Directors Meeting

Kristin Stephens, NAAPME Board of Directors Chair



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

NAAPME Board of Directors Meeting - Minutes

April 25, 2024, 3:00 PM to 4:30 PM

Location: CDOT HQ/Virtual

Recording: ([Video](#))

Attendance

Present:

Vice Chair Baca
Director Suniga
Director Holguin
Director Stockinger
Director Ferko

Excused Absences:

Chair Stephens
Director Wheeler

Guests:

George Hypolite - Colorado Office of the Attorney General
Kay Hruska - CDOT Office of Accounting and Finance
Toni Wines - CDOT Office of Accounting and Finance
Sam Foster - CDOT Office of Accounting and Finance

NAAPME Staff:

Darius Pakbaz - NAAPME Administrator
Suzanna Alvarado - NAAPME Board Secretary
Phill Von Hake - CDOT - MultiModal Planning Branch

I. Convene Meeting & Roll Call

Vice-chair Baca convened the meeting and Roll Call was conducted.

[\(Video 7:55\)](#)

II. Public Comments

Vice-chair Baca asked if there was any public comment, and Administrator Pakbaz confirmed there was no public comment received through the NAAPME public email address. [\(Video 8:41\)](#)

III. Decision Item:

Approval of Minutes from the March 28, 2024, Board of Directors Meeting

Director Suniga made a motion to approve the minutes, Director Stockinger seconded the motion, all in favor, no one opposed, minutes approved. [\(Video 9:00\)](#)

IV. Board Policies Regarding Financial Management

NAAPME Administrator Darius Pakbaz and Samuel Foster from CDOT Office of Accounting and Finance briefed the Board on clarifying financial management responsibilities between the board and staff. The policy outlined that high-risk financial transactions require board approval, while lower-risk transactions could be handled by staff. Director Suniga asked that the slide in the presentation be corrected to reflect “any changes to or transfer across budget lines that are greater than \$5,000 will require Board review and approval”. Director Suniga also asked if there could be a discussion at a future meeting about how many \$5,000 and under items can be approved by staff. [\(Video 9:58\)](#)

V. Allocation of NAAPME Program Funds (continued)

Administrator Pakbaz reviewed the long-term revenue forecast along with evaluating proposals and funding programs with an opportunity for questions pending a possible vote in June to incorporate this into the 10 Year Plan officially.

A Small Grant Program, beginning in FY26- NOFO draft was made available for review and comment by the Board. Mr. Pakbaz further outlined the program goals, responsibilities of project sponsors, and the technical dependencies including the use of the CMAQ Emissions Calculator and Enviroscreen tools. Mr. Pakbaz outlined the plan for communicating the availability of funds to potential applicants, including leveraging existing resources and partnerships. Director Stockinger wanted to ensure the awareness of balancing out the two needs of larger funding projects like BRT and the Small Grant Program for future planning purposes be considered. Mr. Pakbaz answered questions from the Board about how CDOT will notify entities of the NAAPME Small Grant Program.

[\(Video 20:15\)](#)

VI. **Enterprise Budget and Program Updates**

Administrator Pakbaz provided an update on the Enterprise program's budget for FY24, highlighting that most expenses had been for attorney general fees and staff salaries, with some funds still remaining.

Mr. Pakbaz discussed the potential implications of proposed state bill SB 24-095 that could impact the NAAPME Program's funding and management. The Board members discussed their individual concerns and perspectives on the bill and next steps with possible approval. Mr. Pakbaz agreed to provide an email update to Board members once the vote was determined. The cadence of Board meetings for FY25 was discussed and a proposal was presented. A date for December 5th was confirmed as the last Board meeting of the calendar year. An in person meeting in the northern part of the state or with the Transportation Committee here at HQ later this summer is being considered. Invites to go out for the remainder of the year. [\(Video 36:14\)](#)

VII. **Adjournment**

[\(Video 1:01\)](#)

Next Governing Board Meeting: Thursday May 23, 2024, 3:00 - 4:30 PM



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Registry of Actions

Date of Meeting: April 25, 2024

Action Number	Action	Decision
2024-11	Motion to approve minutes from March 28, 2024, Board of Directors Meeting. <ul style="list-style-type: none">• Motion made by Director Suniga, seconded by Director Stockinger.• All in favor, motion passed.	Approved

Suzanna Alvarado 5/15/2024

Nonattainment Area Air Pollution Mitigation Board Secretary



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Memorandum

To: Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME) Board of Directors

From: Darius Pakbaz, NAAPME Program Administrator

Date: 23 May 2024

Subject: Board Policies Regarding Financial Management

Overview:

As the enterprise continues to work on allocating funds to programs and projects, one administrative duty still outstanding is establishing an Enterprise policy regarding its financial management principles. The policy will work to address the following items:

- Document annual budget, programming, project budgeting policies followed by the Enterprise with the Board of Directors approval to maximize the flow of funds to the Enterprise's programs and projects, applying effective and efficient cash management strategies.
- Determine the financial risk of a financial transaction, and determine appropriate approval levels before a transaction can be processed with high risk transactions must always be approved by the Board of Directors
- Allows for flexibility in lower risk transactions, if needed and when appropriate, to allow business functions to continue and without affecting grantees or business partners.

Proposal(s) / Recommendation(s):

The Board approves these policies for future management of NAAPME finances.

Actions By Others:

N/A

Previous Discussions / Actions:

- [May 26, 2022 - CDOT Policy Directive 703](#): Overview of a similar policy in place with the Colorado Department of Transportation, for discussion

with the Board of Directors to consider a similar policy for the Enterprise.

- [April 2024](#): NAAPME Board's initial discussion of Financial Management policies.

Proposed Motion(s):

N/A

Attachments:

Presentation - Board Policies Regarding Fiscal Management - May 2024
Attachment A - Revised NAAPME Financial Management Transaction Table

Additional Information:

Please contact [Darius Pakbaz](#) (720.241.8097) for further information.



Board Policies Regarding Financial Management

Darius Pakbaz, NAAPME Program Administrator
Sam Foster, CDOT Division of Accounting and Finance



Financial Management Policy

Overview and Brief Description

- **Objective:** document annual budget, programming, project budgeting policies followed by the Enterprise with the Board of Director's approval to maximize the flow of funds to the Enterprise's programs and projects, applying effective and efficient cash management strategies.
- Determine the financial risk of a financial transaction, and determine appropriate approval levels before a transaction can be processed.
 - High Risk Transactions must always be approved by the Board of Directors
- Allows for flexibility in lower risk transactions, if needed and when appropriate, to allow business functions to continue and without affecting grantees or business partners.



Financial Management Policy

Annual Budget Development

Level of Action		
Board Review and Approve	Report to and Inform Enterprise Board	Staff Manage
Annual Budget Development		
February - Adoption of Final Fiscal Year Budget	October- Review draft budget information that will be included in the CDOT proposed budget allocation plan February - Review final budget for comment	August - February Budget Development May - June Implementation of approved budget
Addition of any new budget category or budget category line-item with an amount greater than or equal to \$5,000, or increases to the contingency reserve or debt service lines by any dollar amount	Addition of a new budget category line-item that is under \$5,000, and no more than \$20,000 total in adjustments in a fiscal year	



Financial Management Policy

Budget Management

Level of Action		
Board Review and Approve	Report to and Inform Enterprise Board	Staff Manage
Budget Management		
Any change to or transfer across budget lines that is greater than or equal to \$5,000	Any change to or transfer across budget lines that is less than \$5,000, and no more than \$20,000 total in adjustments in a fiscal year	Any change to or transfer across budget lines that is less than \$5,000, and no more than \$20,000 total in adjustments in a fiscal year
	Budget to Actual Reports will be provided on a monthly basis	
Any use of the Contingency Reserve		
End of Fiscal Year roll forwards of any amount		



Financial Management Policy

Enterprise Revenue

Level of Action		
Board Review and Approve	Report to and Inform Enterprise Board	Staff Manage
Enterprise Revenue		
Adjustments to the SB 21-260 fees to account for inflation in February/March		
Changes to the budget as a result of changes in forecasted revenue	Revenue forecast will be updated annually and presented to the Board	
	Report on prior fiscal year revenue reconciliation results	



Financial Management Policy

Misc. and Project-Related Transactions

Level of Action		
Board Review and Approve	Report to and Inform Enterprise Board	Staff Manage
Misc. and Project-Related Transactions		
Changes to existing loan terms or any agreements with transit agencies or CDOT		
		Ensure that approved project funds are budgeted and spent
Approval of initial debt issuances and corresponding debt service schedules		Annual debt service payments according to the corresponding service schedule
Determine project selection criteria and required match levels Board approves project awards		

NAAPME Fiscal Management Policy

Level of Action		
Board Review and Approve	Report to and Inform Enterprise Board	Staff Manage
Annual Budget Development		
February - Adoption of Final Fiscal Year Budget	October- Review draft budget information that will be included in the CDOT proposed budget allocation plan February - Review final budget for comment	August - February Budget Development May - June Implementation of approved budget
Addition of any new budget category or budget category line-item with an amount greater than or equal to \$5,000, or increases to the contingency reserve or debt service lines by any dollar amount	Addition of a new budget category line-item that is under \$5,000, and no more than \$20,000 total in adjustments in a fiscal year	
Budget Management		
Any change to or transfer across budget lines that is greater than or equal to \$5,000	Any change to or transfer across budget lines that is less than \$5,000, and no more than \$20,000 total in adjustments in a fiscal year.	
	Budget to Actual Reports will be provided on a monthly basis	
Any use of the Contingency Reserve		
End of Fiscal Year roll forwards of any amount		
Enterprise Revenue		
Adjustments to the SB 21-260 fees to account for inflation in February/March		
Changes to the budget as a result of changes in forecasted revenue	Revenue forecast will be updated annually and presented to the Board	
	Report on prior fiscal year revenue reconciliation results	
Misc. and Project-Related Transactions		
Changes to existing loan terms or any agreements with transit agencies or CDOT		
		Ensure that approved project funds are encumbered and expended
Approval of initial debt issuances and corresponding debt service schedules		Annual debt service payments according to the corresponding service schedule
Determine project selection criteria and required match levels Board approves project awards		



Financial Management Policy

Board Discussion

Questions?



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Memorandum

To: Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME) Board of Directors

From: Darius Pakbaz, NAAPME Program Administrator

Date: 23 May 2024

Subject: Allocation of Program Funds (continued)

Overview:

This workshop continues the discussion started in February 2024 about how to allocate current and anticipated funds for programs and projects funded by the enterprise, within the business purpose of the Enterprise and the three funding focus areas outlined in the NAAPME ten year plan. This workshop will confirm initial funding discussions for two funding programs from the enterprise, and review a proposed draft notice of funding opportunity (NOFO) for feedback from the Board of Directors. Additionally, staff from the Colorado Department of Transportation have been invited to provide a briefing to the Board of Directors on the “TEAMS” equity tool being developed for evaluation of transportation projects.

Proposal(s) / Recommendation(s):

N/A

Actions By Others:

N/A

Previous Discussions / Actions:

- [April 2024](#): The Board of Directors continued discussing how to allocate funds.
- [February 2024 - Initial “Allocation of Program Funds” Discussion](#): The Board of Directors began discussing how to allocate current and anticipated funds for programs and projects funded by the enterprise.

- [January 2024 - Approval of Program Eligibility and Evaluation Criteria:](#) The Board of Directors approved a specific set of Eligibility and Evaluation Criteria for NAAPME program funding.
- [November 2023 - Evaluating Programs & Projects Discussion:](#) The Board of Directors continued discussing potential eligibility and evaluation criteria for programs and projects funded through NAAPME, with additional emphasis on final details before presenting a proposal to the Board.
- [October 2023 - Evaluating Programs & Projects Discussion:](#) The Board of Directors continued discussing potential eligibility and evaluation criteria for programs and projects funded through NAAPME, with additional emphasis on final details before presenting a proposal to the Board.
- [September 2023 - Enterprise Program Discussion:](#) The Board of Directors discussed potential eligibility and evaluation criteria for programs and projects funded through NAAPME.
- [July 2023: Enterprise Program Discussion:](#) In review of a potential funding proposal, the Board of Directors have requested that a further discussion on evaluation criteria would be helpful and for NAAPME staff to provide examples of similar programs that could help with this discussion.
- [May 2023: Enterprise Program Discussion:](#) A proposed funding program proposal was brought forward for review by the Board of Directors. Initial evaluation criteria was presented as possible options for evaluating the specific proposal during the discussion.
- [June 2022: NAAPME 10-Year Plan:](#) The NAAPME 10-Year Plan, adopted by the Board of Directors in June 2022, outlined funding focus areas that meet the business purpose of the Enterprise and specifically notes that all funding needs to be allocated to areas within the ozone nonattainment area.

Proposed Motion(s):

N/A

Attachments:

Presentation - Allocation of Program Funds (continued) - May 2024
Attachment B - Draft Notice of Funding Opportunity for Small Grant Program

Additional Information:

Please contact [Darius Pakbaz](#) (720.241.8097) for further information.



Allocation of Program Funds (continued)

Darius Pakbaz, NAAPME Program Administrator



Allocation of Program Funds

Previous Board Discussions

- Previously, Board members discussed & agreed with the idea of two separate programs. One would fund larger priorities in the nonattainment area, such as BRT, and another program would fund smaller projects and community needs.
- Based on previous discussions, presentations, and the enterprise three focus areas, the Board continues to believe that these are appropriate needs for the Denver Metro and North Front Range Areas.
- Due to project construction and delivery timelines the Board may need to consider bonding in order to deliver the funds when the projects need them.
- The Board should consider the maximum amount of revenue to utilize for larger Bus Rapid Transit Projects to ensure a smaller program has funding available for annual or “pay as you go” programs.



Long Range Revenue Forecasting to 2050

2050 Long Range Forecast - Q2									
	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Nonattainment Area Enterprise									
Air Pollution Mitigation Retail Delivery Fee	2,355,182	2,543,596	2,809,835	3,099,451	3,418,755	3,772,632	4,164,598	4,597,716	5,074,875
Air Pollution Mitigation Per Ride Fee	6,818,011	8,338,066	10,170,251	12,364,329	15,004,277	18,184,687	22,002,155	26,568,490	27,282,263
NAAPME Total	9,173,193	10,881,662	12,980,086	15,463,780	18,423,032	21,957,320	26,166,753	31,166,207	32,357,138

2050 Long Range Forecast - Q2										
	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40	FY41	FY42
Nonattainment Area Enterprise										
Air Pollution Mitigation Retail Delivery Fee	5,316,966	5,573,412	5,845,364	6,132,357	6,434,622	6,753,181	7,088,786	7,442,898	7,816,033	8,208,350
Air Pollution Mitigation Per Ride Fee	27,961,841	28,608,332	29,260,913	29,911,686	30,558,828	31,202,168	31,841,135	32,476,467	33,106,965	33,727,311
NAAPME Total	33,278,808	34,181,744	35,106,277	36,044,042	36,993,450	37,955,350	38,929,922	39,919,366	40,922,998	41,935,661

2050 Long Range Forecast - Q2									
	FY43	FY44	FY45	FY46	FY47	FY48	FY49	FY50	
Nonattainment Area Enterprise									
Air Pollution Mitigation Retail Delivery Fee	8,619,058	9,048,171	9,498,353	9,971,891	10,469,229	10,991,206	11,538,044	12,110,792	
Air Pollution Mitigation Per Ride Fee	34,328,868	34,905,735	35,460,748	35,996,245	36,507,791	36,991,543	37,440,592	37,448,603	
NAAPME Total	42,947,926	43,953,907	44,959,101	45,968,136	46,977,021	47,982,749	48,978,636	49,559,395	

- Total Available for Programing at the Start of Fiscal Year 2025 - up to \$28 million
- Estimated Revenue Available through Fiscal Year 2031-32 - \$184.1 million
- Estimated Revenue Available through Fiscal Year 2041-42 - \$559.4 million
- Estimated Revenue Available through Fiscal Year 2049-50 - \$930.7 million



Programs and Projects Allocation Proposal

10-Year Plan Update

Allocation Program	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	Fiscal Year 2028	Fiscal Year 2029	Fiscal Year 2030	Fiscal Year 2031	Fiscal Year 2032	Totals
Small Projects Grant Program	\$18.25M	\$3.89M	\$4.64M	\$5.53M	\$6.59M	\$7.85M	\$9.35M	\$9.71M	\$65.81M
Large Projects Grant Program*	\$7.62M	\$9.09M	\$10.82M	\$12.89M	\$15.37M	\$18.32M	\$21.82M	\$22.65M	\$118.58M
Roll-forwards from Previous Fiscal Year 2024 (anticipated)**	\$15.08M								\$181.21M
Total Available Revenue for Programs	\$10.50M	\$12.59M	\$15.06M	\$18.02M	\$21.55M	\$25.75M	\$30.74M	\$31.92M	
Administration, Debt Service & Contingency	\$0.38M	\$0.39M	\$0.40M	\$0.41M	\$0.42M	\$0.43M	\$0.44M	\$0.45M	\$3.27M
Total Available Revenue for Programs	\$10.88M	\$12.98M	\$15.46M	\$18.42M	\$21.96M	\$26.17M	\$31.17M	\$32.36M	\$184.48M

*Allocations Based on pay-go scenario, not consideration of bonding.

**Does not include unused administrative funding, deviations from revenue forecast, and/or reconciliation of funds.



Small Grant Program - NOFO

Appendix B

Proposed, DRAFT, notice of funding opportunity is available for review and comment by the Board of Directors. This document is Appendix B in the meeting packet.

This includes the following:

- Background and NAAPME General Information
- Program Goals and Purpose
- Funding Available and Timeline
- Minimum & Maximum Award Amounts
- Eligibility for Program
- Evaluation Criteria for Application
- Criteria Evaluation Explanation
- Responsibilities of Project Sponsors
- How to Apply

Sections To Be Completed (not in current draft)

- Technical Appendices
 - Emission Reduction Calculators - CMAQ Program
 - Disproportionately Impacted Communities Evaluation Assistance
 - Invoicing
 - Application Form



Technical Appendices

CMAQ Emissions Toolkit - Emission Reduction Benefit Analysis

CMAQ Emissions Calculator Tool Kit Webpage

Bicycle and Pedestrian

This tool provides estimates of emission reductions for various modes. The tool is comprised of two modules, one to evaluate benefits from the implementation of a shared...
The tool uses emission rates based on a national-scale for use in State Implementation Plans (SIPs) or tra...

CMAQ EMISSIONS

The purpose of the Congestion Mitigation and Air Quality Toolkit (CMAQ Toolkit) is to assist states and Metropolitan Planning Organizations (MPOs) in implementing activity data based on default...
Protection Agency's (EPA) and methodology of the B...

Emission estimates from the...
Implementation Plans (SIP) the specific setup of MOV...
the Emissions Data Docum...

Bicycle and Pedestrian

CMAQ EMISSIONS Calculator Toolkit - Bicycle and Pedestrian Improvements

AIR QUALITY

Congestion Mitigation and Air Quality Improvement (CMAQ) Program

FHWA → Environment → Air Quality → CMAQ

CMAQ Emissions Calculator Toolkit

Introduction to the CMAQ Toolkit

The Federal Highway Administration (FHWA) Office of Natural Environment developed a series of tools to provide technical support and resources for the implementation of the Congestion Mitigation and Air Quality Improvement (CMAQ) Program.

CMAQ project justification as well as annual reporting require the development of reliable air quality benefit estimates. Realizing that every potential project sponsor may not have the capacity for developing independent air quality benefit estimates, the FHWA has undertaken the initiative of developing a series of spreadsheet based tools to facilitate the calculation of representative air quality benefit data.

This CMAQ Emissions Calculator Toolkit (in Microsoft Excel format) is only offered as an additional resource to assist DOTs, MPOs and project sponsors in the project justification process. Agencies and Individuals using a preferred methodology to generate air quality benefit information are welcome to continue their current practice. The tool kit will be released in modules by project type.

CMAQ Toolkit Video Series: FHWA is developing short 3-4-minute videos for each tool or set of related tools in the CMAQ Toolkit. See an overview video [here](#) and tool-specific videos on the cards below. New videos will be added as they are completed.

CMAQ Input Data Dictionary provides important details related to various inputs associated with emissions estimation processes for CMAQ project eligibility categories including inputs associated with the CMAQ Emissions Calculator Tools.

Available Tools

- Adaptive Traffic Control Systems (ATCS)
- Alternative Fuel Vehicles and Infrastructure
- Bicycle, Pedestrian, and Shared Micromobility
- Carpooling and Vanpooling
- Congestion Reduction and Traffic Flow Improvements
- Construction and Intermodal Equipment
- Diesel Idle Reduction Strategies
- Diesel Truck and Engine Retrofit & Replacement
- Dust Mitigation
- Electronic Open-Road Tolling (EORT)
- Electric Vehicles and EV Charging Infrastructure
- Freight Modal Shift
- Locomotive & Marine Engine Retrofit and Replacement Tool
- Managed Lanes
- Telework Tool
- Transit Bus Upgrades & System Improvements
- Transit Bus Service and Fleet Expansion
- Travel Advisories

Air Quality Contacts

For more information, please contact:

- Mark Glaze (202-366-4053)
- Karen Perritt (202-366-9066)
- Edward Dancausse (919-747-7026)



COLORADO

Department of Transportation

CDOT's Transportation Equity Assessment Map and Scorecard Tool (TEAMs)

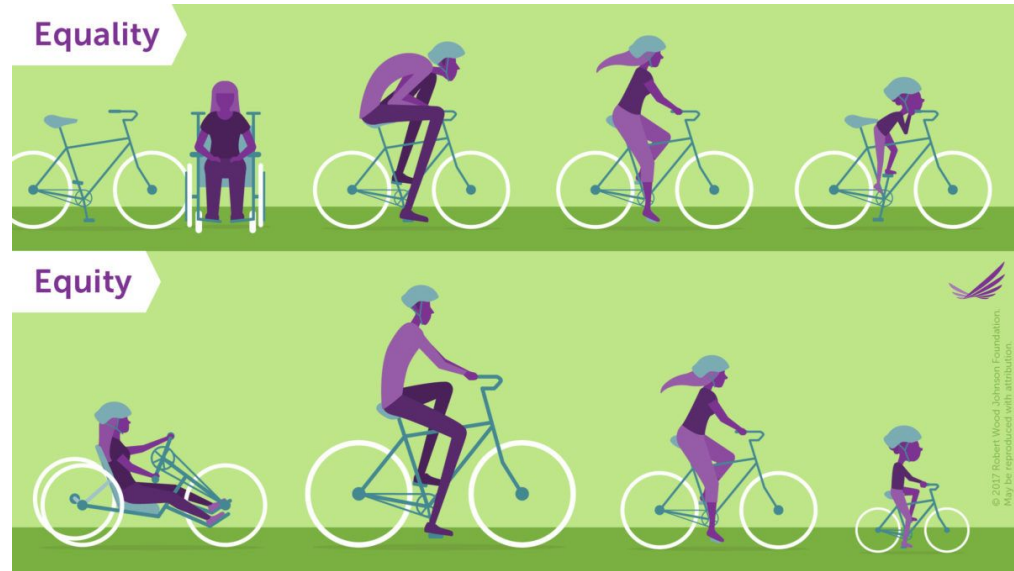


Vision for the TEAMs Tool

Transportation equity refers to ensuring that all individuals, regardless of socioeconomic status or location, have fair and equal access to transportation services and infrastructure, promoting inclusivity and reducing disparities in mobility opportunities.

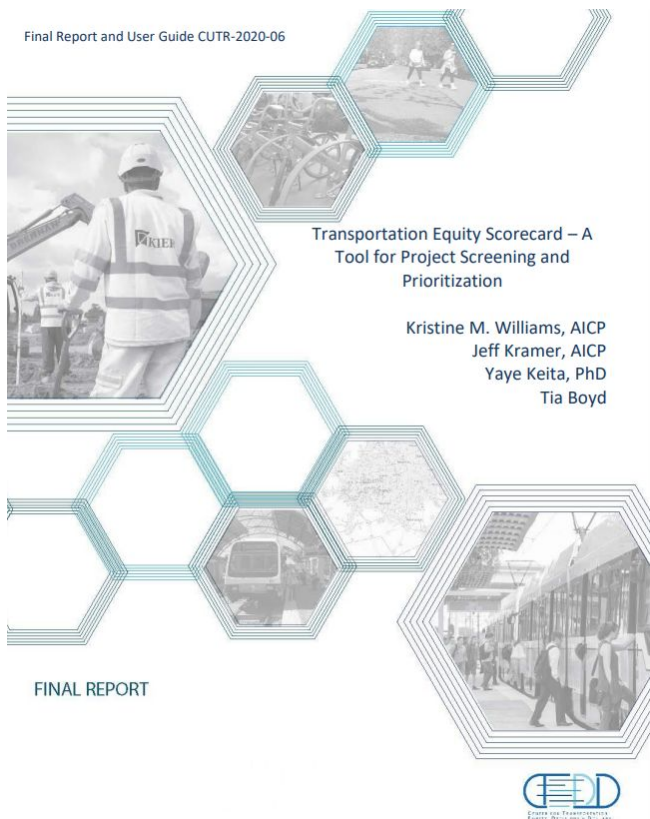
TEAMs tool development is joint effort from CDOT's Office of Environmental Justice and Equity, the Environmental Programs Branch, and the GIS Section of the Division of Transportation Development

TEAMs tool will allow CDOT to look more holistically at disadvantaged areas within each region during the planning process.





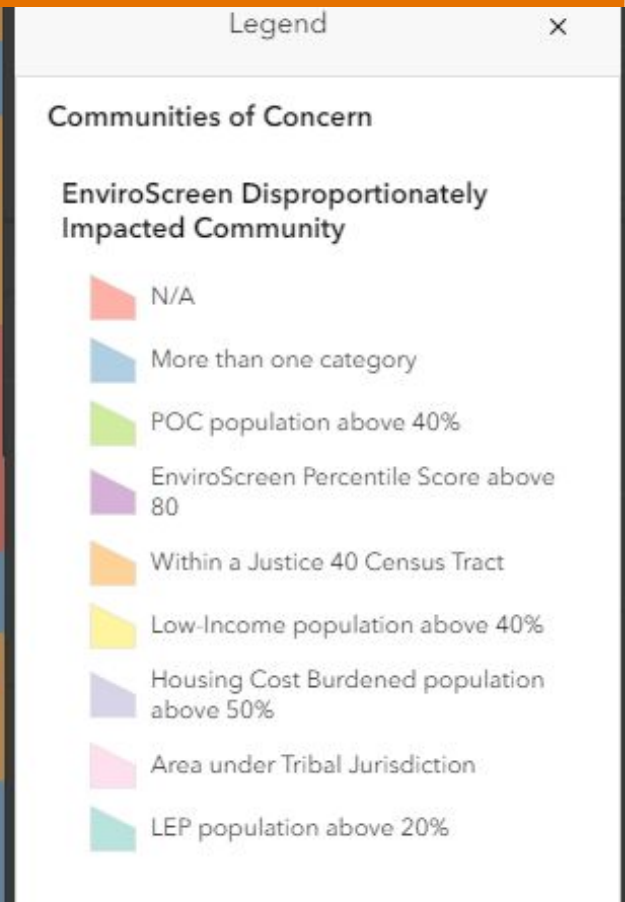
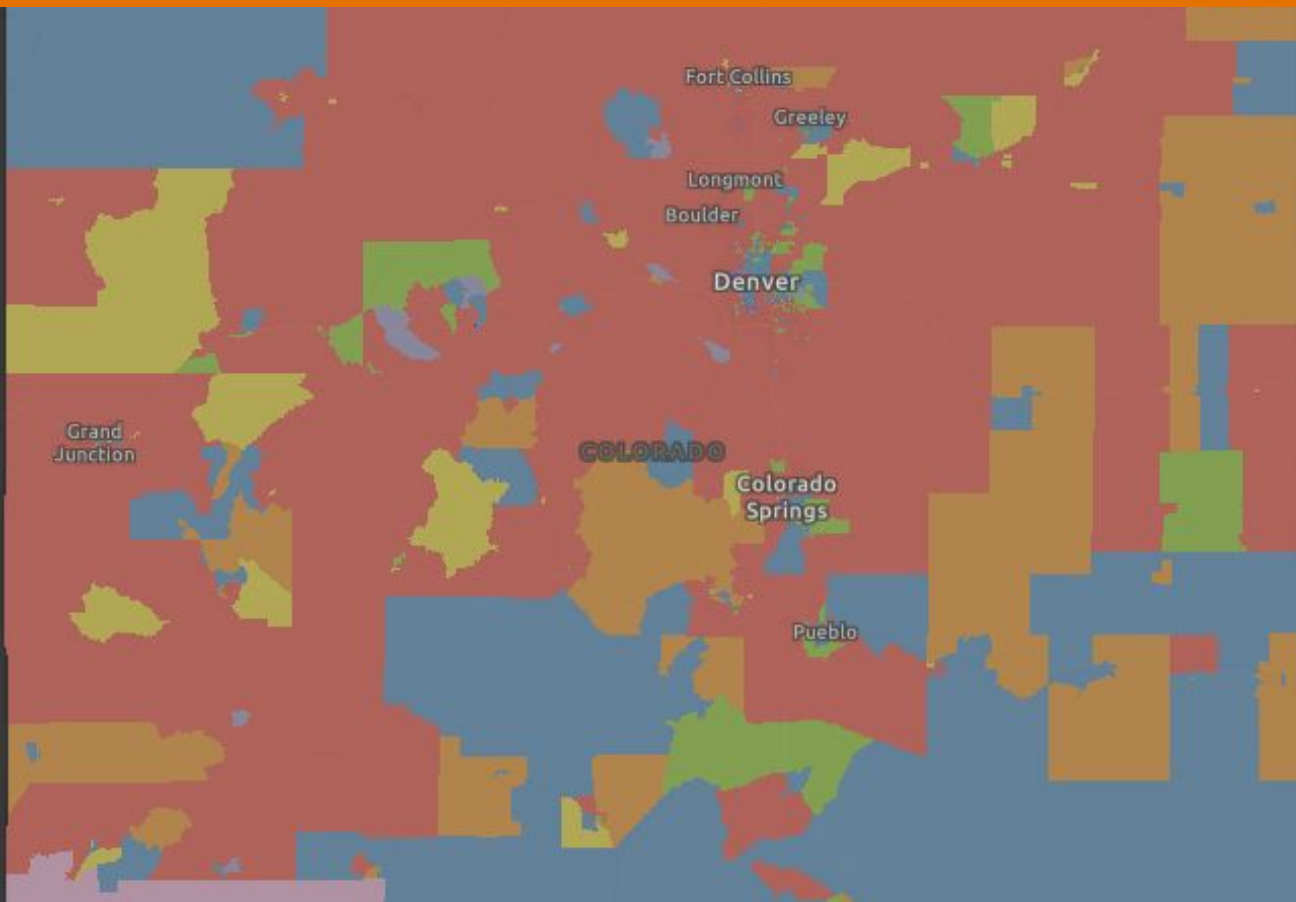
TEAMs Tool Background and Resources



- Building upon the “Transportation Equity Scorecard” tool developed for use by CDOT in the compliance with the GHG Transportation Planning Standard
- Foundational source: “Transportation Equity Scorecard - A Tool for Project Screening and Prioritization”
 - meta-analysis of nationwide MPO practices for integrating equity in project prioritization and planning
- CDPHE Enviroscreen
- DDOT
- Caltrans



Locating Disproportionately Impacted Communities





TEAMs Scorecard Categories

1. Access to Opportunity

- a. Access to jobs
- b. Access to educational facilities

1. Health

- b. Access to health care facilities
- c. Access to grocery stores

1. Environment

- b. Livability through design
- c. Noise pollution
- d. Air pollution

4. Safety

- a. Safety countermeasures for bicyclists or pedestrians
- b. Safety countermeasures for vehicles

5. Affordability

- c. Access to affordable housing

6. Mobility

- d. Active transportation
- e. Transit access and service
- f. ADA



Indicators and Data Sources

Equity Category	Indicators	Data Sources
Access to Jobs	<ul style="list-style-type: none"> Jobs Proximity Index Essential Destinations 	<ul style="list-style-type: none"> U.S. Department of Housing and Urban Development https://hudgis-hud.opendata.arcgis.com/datasets/jobs-proximityindex US Census Bureau LEHD Origin-Destination Employment Statistics (LODES)
Access to Education	<ul style="list-style-type: none"> Public Schools Colleges and Universities Childcare Centers Supplemental Colleges Private Schools 	U.S. Department of Homeland Security (Homeland Infrastructure Foundation-Level Data (HIFLD)) https://hifld-geoplatform.opendata.arcgis.com/
Access to Healthy Food	<ul style="list-style-type: none"> Grocery stores 	Colorado State University Food Systems Data Explorer https://foodsystems.colostate.edu/co-foodsystems-map/
Access to Health Care	<ul style="list-style-type: none"> Hospitals Urgent care facilities 	U.S. Department of Homeland Security (Homeland Infrastructure Foundation-Level Data (HIFLD))



Indicators and Data Sources cont.

Equity Category	Indicators	Data Sources
Air Pollution	<ul style="list-style-type: none"> • VMT/square mile/census block • Diesel PM percentile rank • Beneze percentile rank 	<ul style="list-style-type: none"> • U.S. Environmental Protection Agency AirToxScreen • CDOT 2022; Data Management Unit
Noise Pollution	<ul style="list-style-type: none"> • Noise Percentile Rank 	CDPHE Enviroscreen
Safety Countermeasures for Bicyclists and Pedestrians	<ul style="list-style-type: none"> • FHWA's Proven Countermeasures • Bicyclist Involved Accident • Pedestrian Involved Accident 	CDOT Safety Programs, Data and Analysis Traffic Safety and Engineering Services
Safety Countermeasures for Vehicles	<ul style="list-style-type: none"> • FHWA's Proven Countermeasures • Motorist Involved Accident 	CDOT Safety Programs, Data and Analysis Traffic Safety and Engineering Services
Access to Affordable Housing	<ul style="list-style-type: none"> • Public Housing Buildings • Multifamily Properties Assisted • Low Income Housing Tax Credit Properties 	U.S. Department of Housing and Urban Development http://hudgis-hud.opendata.arcgis.com/datasets/
Active Transportation	<ul style="list-style-type: none"> • Walkability index 	U.S. Environmental Protection Agency Walkability Index
Transit Access and Service	<ul style="list-style-type: none"> • Bus stop locations • Transit service and network information 	CDOT; Department of Transit and Rail



Qualitative or non-GIS Evaluation Components

- Countermeasures to improve accessibility for persons with disabilities
- Improve livability through design design and/or mitigation measures



TEAMs Tool at a Glance

Transportation Equity Assessment Map/Scorecard (TEAMs) Tool



Project Title: I-270: Widening from I-76 to I-70

Project ID: 2
Project Description: A NEPA environmental study will evaluate new lane capacity, roadway widening, and shoulder addition. This project includes full roadway construction, a bridge replacement, and interchange ramp improvements.

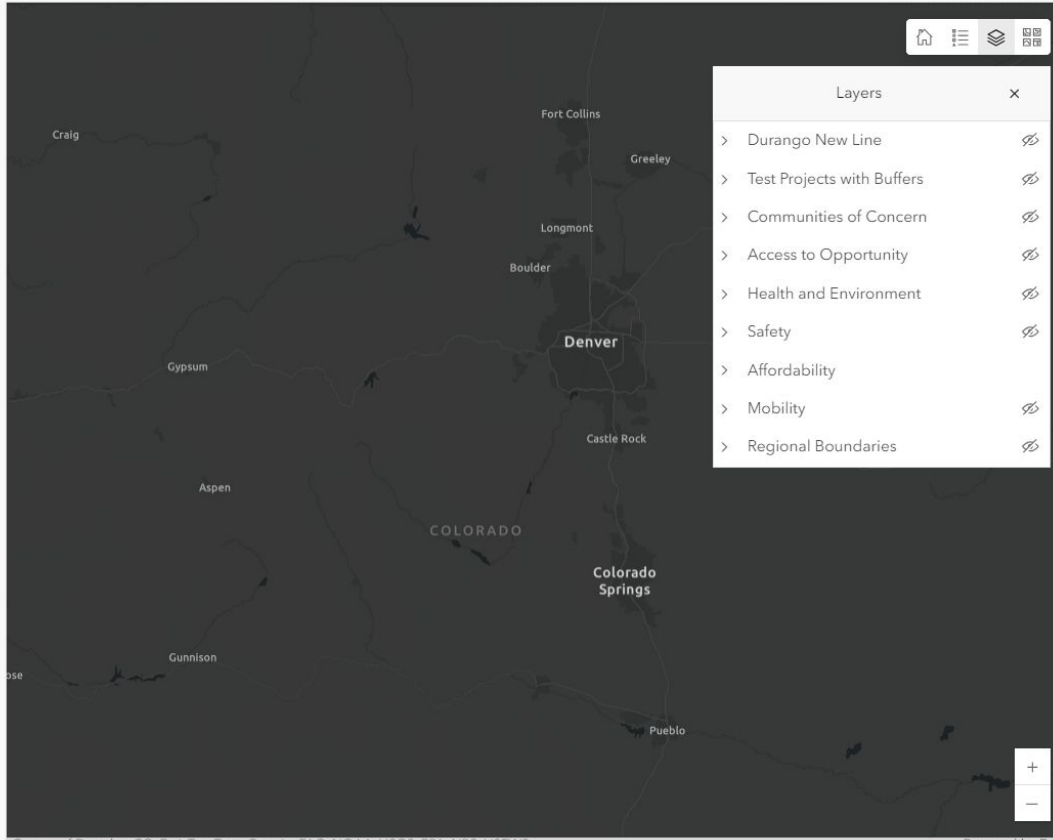
Project Category: Highway
Project Region: 1
Project Route: 270A

Project Title: I-270: Widening from I-76 to I-70

Project ID: 2
Project Description: A NEPA environmental study will evaluate new lane capacity, roadway widening, and shoulder addition. This project includes full roadway construction, a bridge replacement, and interchange ramp improvements.

Project Category: Highway
Project Region: 1
Project Route: 270B

Project Title: US 50 and Purcell Drive Interchange



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TEAMs Evaluation

* 1. What is the title of this project?

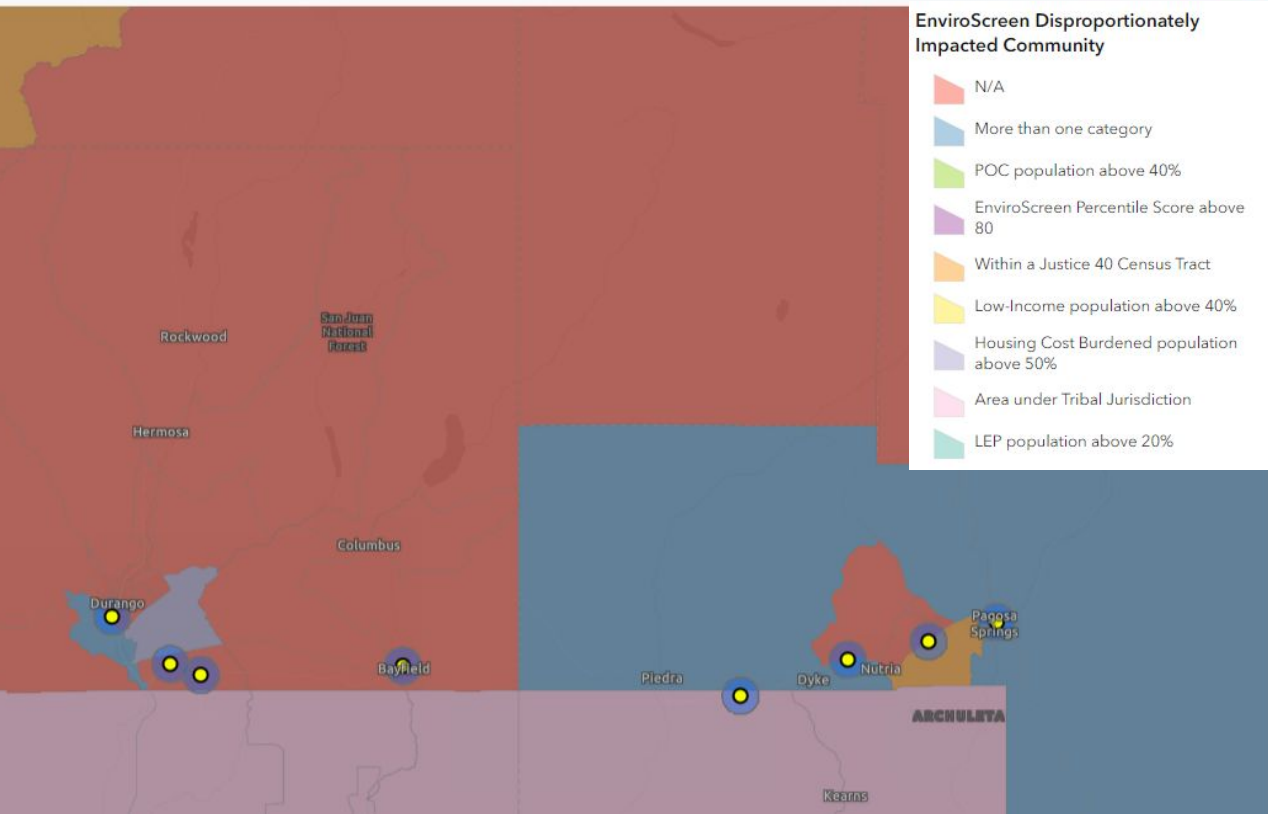
* 2. What is the concentration of Disproportionately Impacted Communities within the project buffer?

- None
- Low/Medium
- High



1. Locate project in relation to DI Communities

Transportation Equity Assessment Map/Scorecard (TEAMs) Tool



* 1. What is the title of this project?

* 2. What is the concentration of Disproportionately Impacted Communities within the project buffer?

None

0 points

Low/Medium

5 points

High

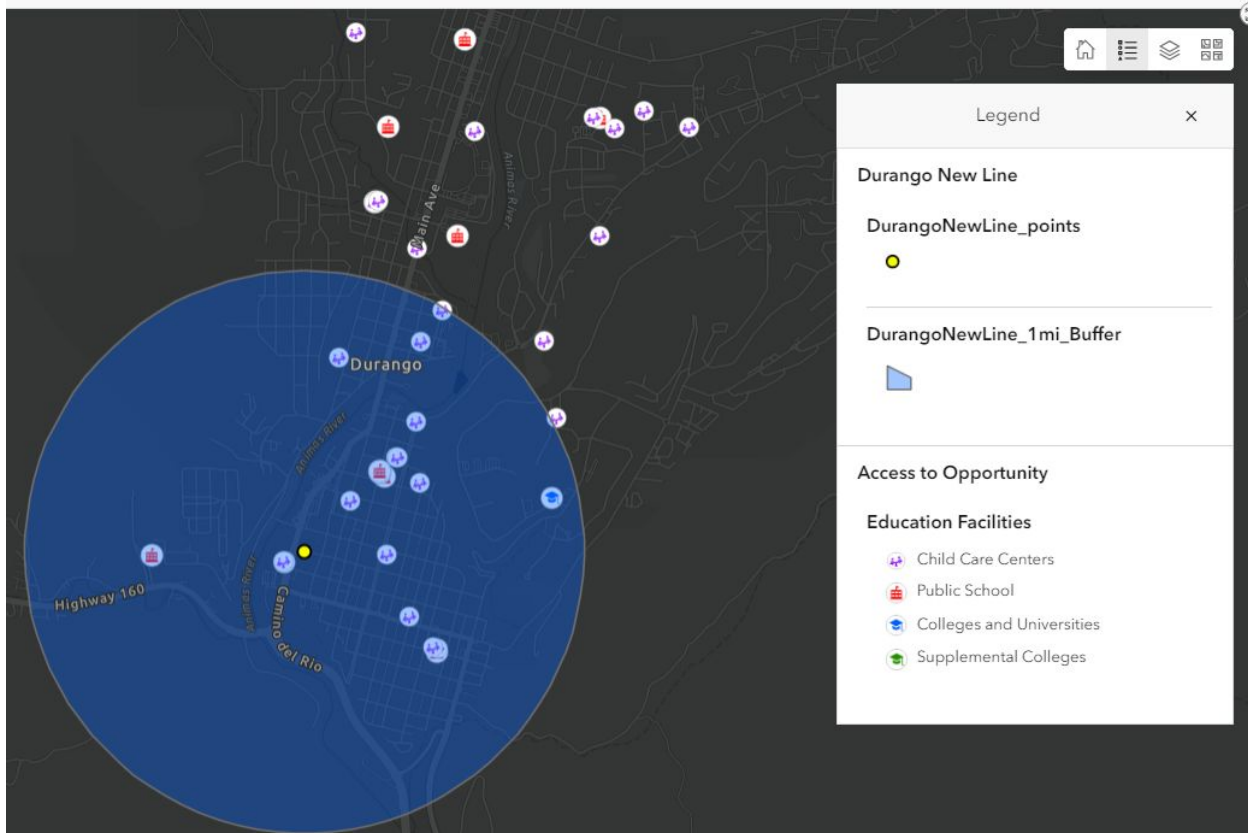
10 points

* 3. Does the project improve access to jobs?



2. Evaluate the project in each equity category

Transportation Equity Assessment Map/Overview (Planning) Tool



- Yes
- Yes, high impact

* 4. Does the project improve access to educational facilities?

- No
- Yes
- Yes, high impact

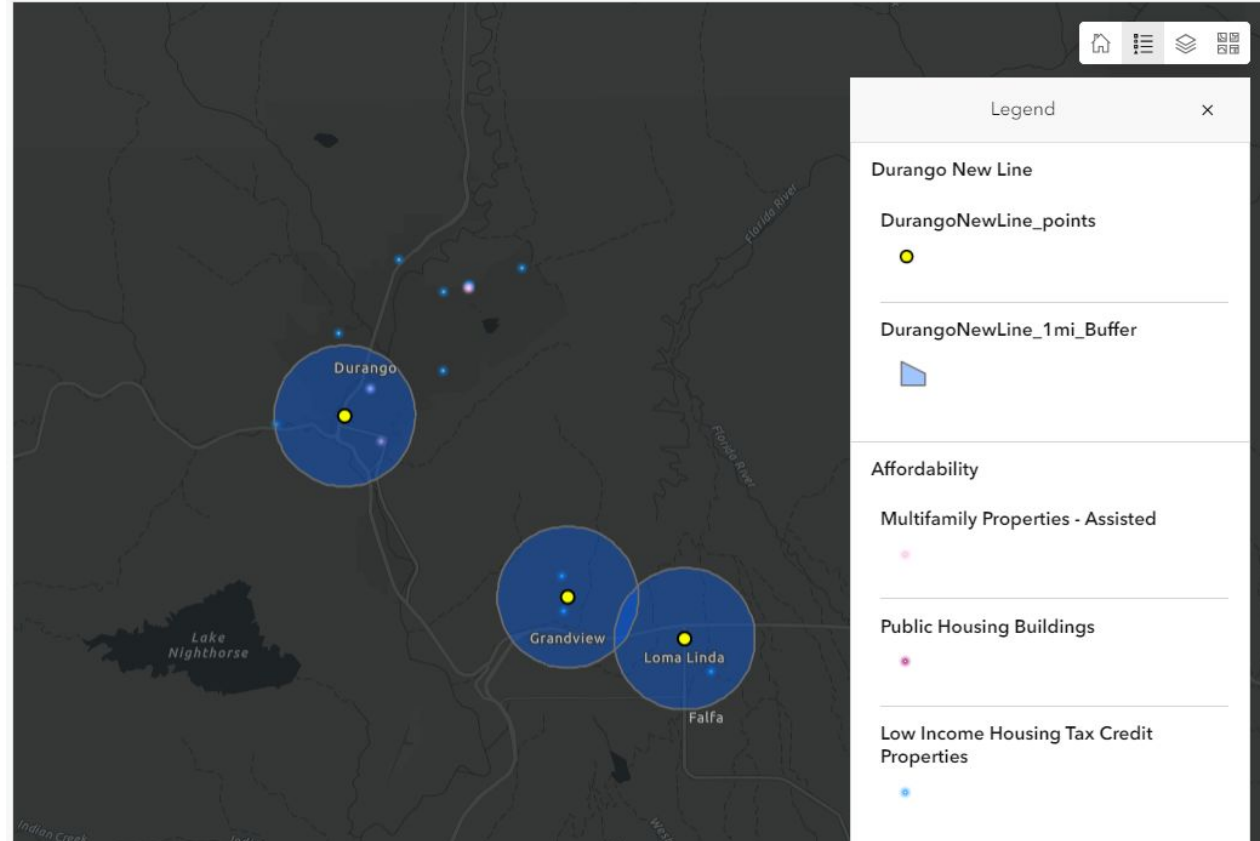
* 5. Does the project improve access to health care?

- No
- Yes
- Yes, high impact



2. Evaluate the project in each equity category cont.

Transportation Equity Assessment Map/Scorecard (TEAMS) Tool



* 11. Does the project implement appropriate safety countermeasures for vehicles at high-crash locations?

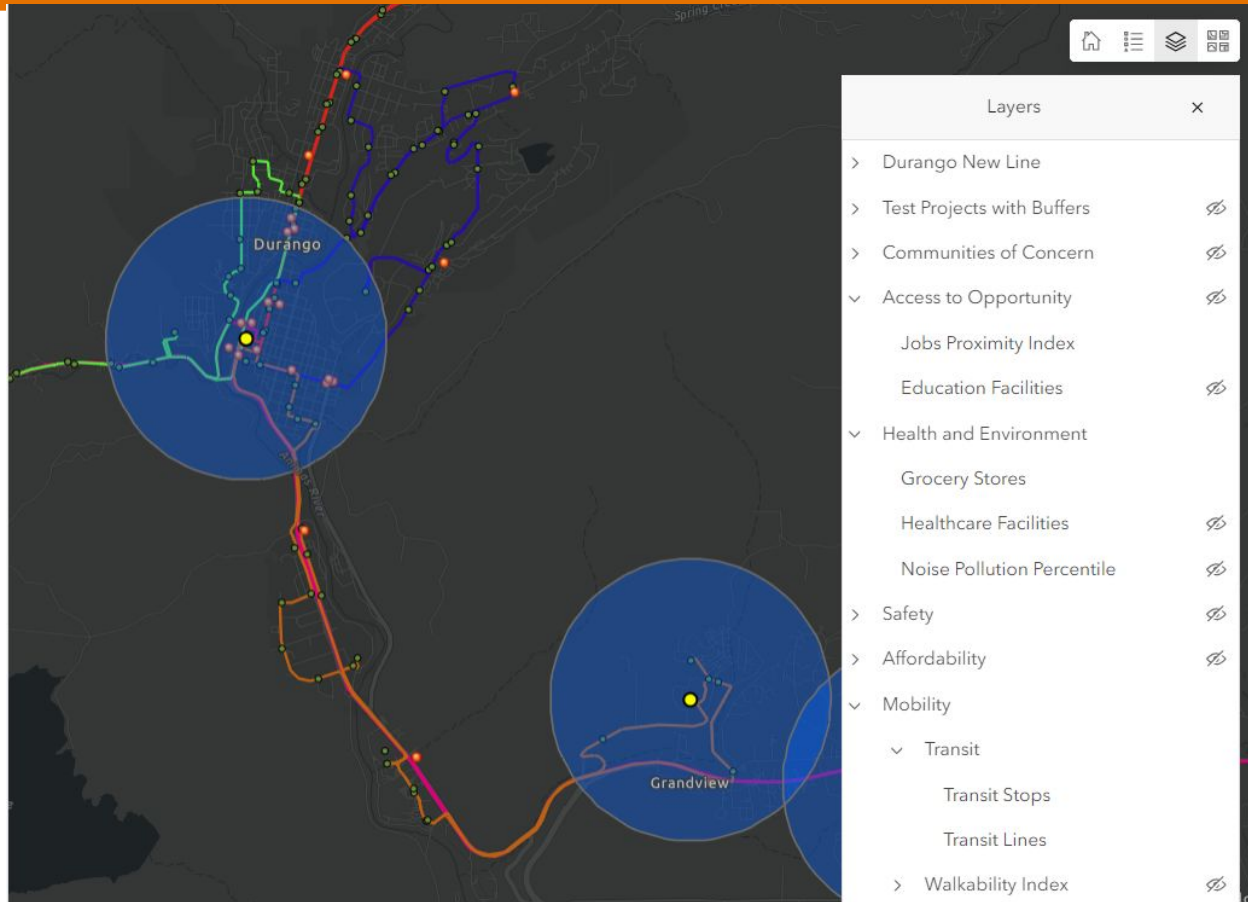
- No
- Yes
- Yes, high impact

* 12. Does the Project reduce travel time or eliminate a barrier to/from affordable housing?

- No
- Yes
- Yes, high impact



2. Evaluate the project in each equity category cont.



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Score: 17/50
17/34 points

TEAMS Evaluation

Page 1/1

2. What is the concentration of Disproportionately Impacted Communities within the project buffer?

None

Low/Medium

High

10/10 points



Teams Tool - Current and Next Steps

Currently:

- Piloting past projects through the evaluation
- Developing a guidance document to guide user through evaluation process
- Continue to improve data in the tool

Next Steps:

- Gather feedback from internal and external stakeholders
- Identify and create transportation inequities layers through GIS
- Develop guidance for assessing project burdens



Board Discussion

- For planning purposes only, does the Board agree with the proposal for allocation of future funding needs starting in fiscal year 2026, and adding this to the next update of the 10-Year Plan?
 - Final funding determinations are completed through Board action through the development of the annual budget and revenue allocation plan.
- General questions or comments on the notice of funding opportunity document? Is there anything else the Board would like to see or change?
- Does the Board agree to the proposal of a minimum allocation amount of grantee of \$500,000 and no maximum amount per grant?
- Based on the presentation given today on the TEAMS tool, would the Board want to consider integration of this new tool to small grant project NOFO, instead of providing enviroscreen to the grantees?



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Draft Proposal for a NAAPME Notice of Funding Opportunity (NOFO)

Background

The Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME) is seeking applications for its first Notice of Funding Opportunity (NOFO) that will support the mitigation of the environmental and health impacts of increased air pollution from motor vehicle emissions in the Denver and North Front Range Ozone Nonattainment Area. This funding opportunity will look to support communities and other governmental entities in the nonattainment area with eligible projects that will provide demonstrated improvements to air quality in the nonattainment area.

Projects funded through this program should aim to meet the business purpose of NAAPME and look to address at least one of the funding focus areas identified in the NAAPME 10-Year Plan. Additional consideration will be given to projects that support disproportionately impacted communities, as defined in Colorado Revised Statutes.

Program Goals

- Support projects in the nonattainment area, either entirely or partially, that will provide demonstrable reduction in air pollution and encourage alternatives to single-occupancy vehicle travel.
- Fund projects that support disproportionately impacted communities and that support the business purpose of the enterprise.
- Support projects that can help achieve neighborhood connectivity and provide transportation choice.

About the Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME)

NAAPME's business purpose is to mitigate the environmental and health impacts of increased air pollution from motor vehicle emissions in nonattainment areas. Notable factors in this increased air pollution include rapid and continuing growth in both retail deliveries made by motor vehicles and prearranged rides provided by transportation network companies.

Funding will go to eligible projects that help reduce motor vehicle traffic (including demand management projects that encourage alternatives to driving alone), or that directly reduce air pollution (such as retrofitting of construction equipment, construction of roadside vegetation barriers, and planting trees along medians). (C.R.S. 43-4-1303).

NAAPME Focus Areas

The NAAPME Board of Directors, in the Enterprise's 10-Year Plan, has defined three funding focus areas for its programs and projects:

Sustainably Reduce Traffic Congestion

Reducing traffic congestion is one of the key provisions within the enterprise's purpose. However, to fulfill the objectives of other funding focus areas, this must be done in a sustainable manner. Within this funding category, the enterprise will focus on projects that provide alternatives to single occupancy travel including transit services, active transportation alternatives, and carpool alternatives, as well as roadway operations improvements that sustainably reduce congestion, such as traffic incident management.

Examples include:

- Expanding interregional transit services, like Bustang;
- Development and expansion of bus rapid transit services;
- Construction of Mobility Hubs, destinations for transit services that connect interregional and local services, including first and last miles services, electric vehicle charging, and bike parking;
- New and expanded sidewalks and bike paths; and
- New and expanded vanpool, carpool, and other services for commuter travel.

Reduce Environmental & Health Impacts of Transportation

Transportation is one of the main contributors to ozone pollution, and the largest contributor of greenhouse gas emissions in both Colorado and

nationwide. This funding focus area focuses on reducing impacts from the construction and ongoing operation of transportation projects.

Examples include:

- Measures that would reduce the impact of large highway construction projects;
- Retrofitting construction equipment for highway projects;
- Air quality monitoring for larger highway construction projects; and
- Roadside vegetation barriers.

Improve Neighborhood Connectivity of Communities Adjacent to Highways

The purpose of this funding focus area is to fund mitigation measures that help reconnect communities and provide multimodal options to move along and across large urban corridors.

Examples include:

- More sidewalks and bike paths along major corridors and local roads;
- Safer bike and pedestrian connectivity along busy urban streets; and
- Projects that reduce traffic speeds along busy urban streets.

Available Funding and Timeline

The NAAPME Board of Directors have allocated \$18.25 million in state fiscal year 2025 towards projects that will support communities throughout Colorado's ozone nonattainment area, supporting the focus areas and business purpose of the enterprise.

All applications must be able to provide no less than a **twenty percent (20%) match** to the award amount. An eligible applicant can apply for a hardship reduction waiver in the total required match, submitted to the Board of Directors for consideration and approval, which must be included in the final application submission. Early notification regarding the need for this provision is **highly encouraged**. Application for this waiver on the day of the final deadline or after awards have been finalized will not be accepted.

Minimum/Maximum Funding Requests

Applicants must request a minimum of five-hundred thousand (\$500,000) for their project. There is no maximum limit on the requests, but no request greater than the amount available for the program (\$18,250,000) will be accepted.

Schedule of Activities

- **September 30, 2024:** Notice of Funding Opportunity Opens
- **October 2024 through January 2025:** Open period for questions, technical assistance, and identification of engineering review of proposed project. Responses to specific questions to clarify requirements will be posted on the final business day of the month throughout the open period, with final posting of responses to occur by 5:00 PM Friday, January 24, 2025.
- **5:00 PM, January 31, 2025:** Deadline to Submit Draft Applications for Review
- **February through March 2025:** Technical review of applications and engineering review for infrastructure project feasibility.
- **5:00PM, March 31, 2025:** Deadline to Submit Final Applications with Engineering Review certification.

- **April 2025:** Applications evaluated by Enterprise staff
- **4:30PM, May 22, 2025:** Board of Directors review and award projects for the Fiscal Year 2025 notice of funding opportunity.
- **No Later than June 30, 2025:** Award Notices Sent to Applicable Parties

DRAFT

Eligibility

Eligibility for all projects and programs funded by the Enterprise are governed by Colorado Revised Statutes 43-4-1301, 43-4-1302, and 43-4-1303. Entities are eligible to apply for funding for their project if they meet the following criteria:

- Projects are eligible if activities in the submitted application meet the requirements for the funding program outlined by the Board of Directors and meet eligibility requirements set forth in [43-4-1302 C.R.S.](#) and federal statute.

Eligible project types include:

- Bicycle and Pedestrian Facilities and Programs
- Transit Improvements
- Transportation Control Measures (TCM)
- Congestion Reduction & Traffic Flow Improvements
- Diesel Engine Retrofits & Other Advanced Truck Technologies
- Travel Demand Management
- Inspection/Maintenance (I&M) Programs

A full list of eligible activities is defined by the Federal Congestion Mitigation and Air Quality (CMAQ) Program. Please visit the Federal Highway Administration's [CMAQ Program Guidance Webpage](#) for more information.

- Projects must be located in or benefit the [Colorado Ozone Nonattainment Area](#) encompassing Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas, Jefferson, Larimer (southern half), and Weld Counties.
- Eligible project sponsors meet eligibility criteria under [43-4-1302 C.R.S.](#) to apply for funding or partner with an eligible entity and have the authority to enter into a contract with the State.
- [Eligible project sponsors are in good standing with the Colorado Secretary of State](#), have no projects on the federal inactive list with the Colorado Department of Transportation or any local government within the nonattainment area, and have not had a non-compliance determination on a sub-allocated recipient audit/visit.
- Projects must demonstrate emissions reduction benefits in ozone precursors and report those benefits to the Enterprise, as a condition for approval.

- Please see the technical appendix of the notice of funding opportunity for additional information regarding methodology, tools, and other assistance regarding this requirement.
- All applications for funding that propose to build transportation infrastructure (as defined by the Enterprise Board of Directors or State Statute) must complete a review of the project proposal for feasibility of their scope, to be included in their final application packet.
 - Please see the technical appendix of the notice of funding opportunity for additional information regarding this requirement. Any assessments must be completed by a licensed civil engineer with the State of Colorado, employed by an entity identified by the Enterprise Board of Directors as being acceptable to conduct this analysis.
- A completed infrastructure project is open to the general public and meets the [accessibility standards of the Americans with Disabilities Act](#).
- A project must be in compliance with any other applicable local, state, or federal rules and regulations, as applicable.

Application Evaluation Criteria

The Nonattainment Area Air Pollution Enterprise is committed to ensuring that grant applications are evaluated fairly, expertly, and promptly, without inappropriate influences or conflicts of interest. The goal of the review process is to uphold its integrity and identify the most cost-effective, well-planned, and high-benefit projects that address the environmental impacts of transportation in communities across the Colorado Ozone nonattainment area.

The technical aspects of applications will be evaluated based on the applicant's approach and understanding of the requirements. The assessment will consider whether the applicant's qualifications, experience, and past performance are likely to contribute to a successful, on-time project.

This evaluation may also include a judgment on the potential risk of unsuccessful or delayed performance, and the expected amount of State resources necessary to ensure timely, successful project execution. Past performance information, as defined in C.R.S. §24-106-107 et.seq., may be used in the assessment.

NAAPME has developed a thorough scoring and selection process to ensure fair selection of the most qualified applicants. This selection process is outlined below. The scoring criteria directly correlate with the required application components. All applications will be reviewed by Enterprise staff, with final award decisions made by the Enterprise Board of Directors. Applications that do not adhere to all the requirements may not be considered.

Evaluation Criteria	Total Evaluation Points
Demonstrates a total amount of emissions reduction benefits in ozone precursors from the project (as measured in kg/day).	25
Project is located within or supports a disproportionately impacted community as outlined in state statute and demonstrated outreach to engage with disproportionately impacted communities and how the project would help address identified needs and/or issues. This should include an articulation to what degree the project would improve economic opportunities for individuals in disproportionately impacted communities.	25
Demonstrates how the project meets the business purpose of the enterprise and its three funding focus areas and/or the objectives outlined with the specific enterprise funding program.	15
Project has been prioritized in an approved transportation improvement plan identified in state and or local statute, including the State 10-Year Plan or the Statewide Transportation Improvement Plan (STIP), Metropolitan Planning Organization Regional Transportation Plan or Transportation Improvement Plan (TIP), City and/or County Local Transportation Plan, or other applicable mid-term to long-term transportation plans.	15
Demonstrates likelihood of successful project delivery, including, but not limited to, commitment for long-term maintenance of infrastructure projects.	5
Demonstrates that the project or elements of the project improves the safety of the traveling public, especially vulnerable road users .	5
Demonstrates improvement in or expands transportation choice or improves neighborhood connectivity in the sponsor's region/community.	5

Quality of the Application, as defined in the evaluation criteria explanation section of the notice of funding opportunity.	5
Total possible evaluation points	100

Criteria Explanation:

- **Demonstrates a total amount of emissions reduction benefits in ozone precursors from the project (as measured in kg/day).**
 - Please refer to Appendix A - Emissions Reduction Calculation Assistance on specific tools available to applicants that can be used to demonstrate potential emissions reductions in the precursor pollutants, as defined in the National National Ambient Air Quality Standards (40 CFR part 50). Minimally, applicants must report expected reduction benefits in kilograms per day for ozone (O₃), but are welcome, and encouraged to, report other emissions reduction benefits and potential reduction in greenhouse gas emission benefits in carbon dioxide equivalents (CO_{2e})
- **Project is located within or supports a disproportionately impacted community as outlined in state statute and demonstrated outreach to engage with disproportionately impacted communities and how the project would help address identified needs and/or issues. This should include an articulation to what degree the project would improve economic opportunities for individuals in disproportionately impacted communities.**
 - TBD
- **Demonstrates how the project meets the business purpose of the enterprise and its [three funding focus areas](#) and/or the objectives outlined with the specific enterprise funding program.**
 - All projects are required to have a clear alignment with one or more of the three funding focus areas, as laid out in the Enterprise's 10-Year Plan. This alignment is crucial as it ensures that the project is contributing to the strategic goals of the organization. The project proposal should be meticulously designed to detail the nature of the

project, the planned steps towards its completion, and how these steps correspond with the business purpose.

- Moreover, it should clearly articulate how the project, upon its successful completion, will help in achieving the specified goals of the funding focus areas. The proposal should not merely state this alignment but provide a detailed narrative that convincingly demonstrates how the project outcomes will contribute to the broader objectives of the Enterprise's 10-Year Plan. This level of detail and strategic alignment is crucial for the project's consideration and ultimate success.
- **Project has been prioritized in an approved transportation improvement plan identified in state and or local statute, including the State 10-Year Plan or the Statewide Transportation Improvement Plan (STIP), Metropolitan Planning Organization Regional Transportation Plan or Transportation Improvement Plan (TIP), City and/or County Local Transportation Plan, or other applicable mid-term to long-term transportation plans.**
 - Approved transportation plans include the following:
 - CDOT Ten-Year Transportation Plan or CDOT Statewide Transportation Improvement Program (STIP).
 - Denver Regional Council of Governments Metro Vision [Regional Transportation Plan](#) or [Transportation Improvement Program \(TIP\)](#)
 - North Front Range Metropolitan Planning Organization's [Regional Transportation Plan](#) or [Transportation Improvement Program \(TIP\)](#)
 - Please refer to the technical appendix for a list of active transportation plans for counties and municipalities within the ozone nonattainment area.
 - Local, state, and community leaders have approved these plans to identify transportation priorities within their respective regions. Priority will be given to funding projects that have been previously identified and prioritized either through the federally defined transportation process or a local government transportation process, whether partially or entirely.
 - Project sponsors should include their project number from the relevant plan and list the applicable transportation plan in their application materials for review and approval.
 - Priority will be given to projects still seeking funding over those that are fully funded through other sources. The program aims to

support projects that would not have been possible without this assistance.

- **Demonstrates likelihood of successful project delivery, including, but not limited to, commitment for long-term maintenance of infrastructure projects.**
 - Project sponsors must provide a detailed narrative on the project's sustainability. This should include clear information about the maintenance strategies to be implemented, the teams or governmental entity responsible for the infrastructure, and any other considerations for the project's future after completion. These factors are crucial because the enterprise wants to ensure long-term support and benefits to the communities involved.
- **Demonstrates that the project or elements of the project improves the safety of the traveling public, especially [vulnerable road users](#).**
 - Pedestrians, which include individuals who rely on wheelchairs, along with bicyclists and others who utilize micromobility devices such as electric scooters, have been identified as having a significantly higher risk compared to those traveling in motor vehicles. This discrepancy in safety is largely attributable to the existing structures and design of our transportation infrastructure, which often neglects to accommodate these more vulnerable road users effectively.
 - Within the application process, it's crucial that the proposal outlines in detail the provisions that have been designed to address this issue. The proposal should articulate the specific elements that will enhance safety in the community's transportation system, with a particular focus on these vulnerable users. This could include, but is not limited to, targeted infrastructure improvements, signage, or new non-motorized pathways.
 - This focus on vulnerable users not only addresses immediate safety concerns but also encourages a more inclusive and accessible transportation system for all. By prioritizing safety measures specifically for pedestrians, bicyclists, and micromobility device users, the proposal will demonstrate a commitment to creating a safer and more equitable transportation environment.
- **Demonstrates improvement in or expands transportation choice or improves neighborhood connectivity in the sponsor's region/community.**
 - Single-occupancy vehicles currently dominate our roads, and they are the primary culprits behind air pollution and traffic congestion in our communities. As Coloradans strive to create more sustainable and

efficient transportation systems, it becomes crucial for project proposals to clearly articulate how they will introduce and promote genuine transportation alternatives within the community.

- An excellent illustration of this would be the establishment and enhancement of first and last mile connections to transit. These connections play a pivotal role in bridging the gap between a commuter's home or workplace and the nearest transit stop, thereby making public transportation a more viable and attractive option for daily commutes.
 - On the other hand, while recreational trails can contribute to a community's overall quality of life, they do not necessarily serve as effective transportation alternatives unless they provide direct and convenient connections to key destinations. These destinations include housing complexes, retail centers, transit stops, and workplaces. Without these connections, recreational trails are unlikely to significantly reduce the dependence on single-occupancy vehicles.
 - Therefore, it is important for project proposals to focus not just on creating new transportation infrastructure, but also on strategically integrating this infrastructure into the existing community fabric to ensure that it truly serves as an alternative to single-occupancy vehicles.
- **Quality of the Application, as defined in the evaluation criteria explanation section of the notice of funding opportunity.**
 - Proposals will be evaluated on several critical factors. First, the timeliness of the submission will be considered, as it reflects the applicant's ability to adhere to deadlines laid out in the schedule of events. Second, completion of all sections of the application is mandatory, demonstrating the thoroughness of the applicant's approach.
 - Applicants are expected to provide detailed narratives on the benefits of the project, particularly focusing on the key areas identified in the NOFO. These narratives should not only articulate the immediate benefits of the project, but also elucidate how these benefits align with the broader goals of the initiative. The narratives are a platform for applicants to convincingly argue why their project should be funded and how it will contribute positively to the community and the transportation system at large.

Responsibilities of Project Sponsors

Quarterly Reporting

The enterprise is required by state statute to provide a public accountability dashboard, reporting on the progress of funding and projects funded by the enterprise. A requirement for receiving funds is for the project sponsor to provide quarterly reports to the Enterprise on a quarterly basis with the following information at a minimum:

- Expenditures to Date on Project, especially for NAAPME funds, whenever possible.
- Submit invoices that comply with the State of Colorado fiscal rules and other applicable regulations.
- Provide a narrative update on the progress of the project, which at a minimum should indicate which stage the project is currently working on, as defined by the Enterprise.

Compliance with Provisions of State's Local Agency Manual & Process

The primary aim of the CDOT Local Agency Manual is to aid Local Agency personnel. This includes public agencies, local public agencies, established public-owned organizations, or private interests that can legally partner with CDOT on a transportation project. These personnel are involved in the design, construction, and management of State and Federally funded projects.

The Manual is also suggested for CDOT personnel overseeing Local Agency projects. Please refer to the [Local Agency Desk Reference web page](#) for more information.

How to Apply

Responses must be submitted as specified in this announcement. Applications that fail to follow all of the requirements may not be considered.

General Information

This Notice of Funding Opportunity (NOFO) is issued by the Colorado Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME), also known as the "Enterprise". The NAAPME contact listed in these instructions is the only point of contact regarding this NOFO.

Throughout the solicitation process, the Enterprise will communicate with applicants via phone, email, and notices on the NAAPME public website. Notices may include modifications to requirements or the announcement of the winning applicant(s). Applicants must monitor for such notices regularly and carefully.

- Applications must be received by the due date and time specified in the Schedule of Activities. Late applications may not be considered. Applicants are responsible for timely submission of their application.
- The Request for Application Cover Sheet & Signature Page must be physically or digitally signed by a person legally authorized to commit the applicant to the application. Failure to comply with this requirement may result in the application being deemed non-responsive.
- All submitted materials become the Enterprise's property and will not be returned unless the NOFO solicitation is canceled before the submission due date. In that case, applications will be permanently deleted from electronic records.

Submission of Application

Applications can be submitted electronically through the Enterprise's email system no later than the due date and time indicated in the Schedule of Activities. While an email submission is preferred, physical applications can be submitted through mail to the address listed in the contact information section. Applicants will not be reimbursed for postage. Faxed applications will not be accepted.

Applicants may make inquiries via email or phone call to obtain clarification of requirements concerning this NOFO. No inquiries will be accepted after the date and time indicated in the Schedule of Activities. Send all inquiries, with the exception of assistance to emissions reduction benefit reporting, to the contacts listed below.

Program Contact Information

Program contact name: Phil von Hake, NAAPME Grant Specialist

Program contact email: phil.vonhake@state.co.us

Program contact phone: 303-762-8547

Physical Address: % Phil von Hake - Grant Specialist

Nonattainment Area Air Pollution Mitigation Enterprise
2829 W. Howard Place
Denver, CO 80204

Clearly identify your inquiries with the specific part of the application and/or guidance the inquiry applies to. If your question relates to emission reduction forecasting, please contact the following:

Emissions Reduction Benefit Assistance

Contact: XXXXX

Contact Email: XXXXX

Contact Phone: XXXXX

Responses to applicant inquiries will be published as outlined in the Schedule of Activities by close of business on the date indicated. Applicants are not to rely on any other statements that alter any specification or other term or condition of the NOFO.



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Memorandum

To: Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME) Board of Directors

From: Darius Pakbaz, NAAPME Program Administrator

Date: 25 April 2024

Subject: Program Administrator Update

Overview:

This workshop provides an update on legislation under consideration by the Colorado General Assembly which could affect NAAPME. Additionally, the Program Administrator will provide the Board an update on future discussion items and other notable items related to the Enterprise, including an update on legislative matters regarding the Enterprise.

Proposal(s) / Recommendation(s):

No recommendations at this time.

Actions By Others:

N/A

Previous Discussions / Actions:

N/A

Proposed Motion(s):

N/A

Attachments:

Presentation - Program Administrator Update - May 2024

Attachment C - NAAPME Budget to Actuals Report - April 2024

Additional Information:

Please contact [Darius Pakbaz](mailto:Darius.Pakbaz@colorado.gov) (720.241.8097) for further information.



Enterprise Budget and Program Updates

Darius Pakbaz, NAAPME Program Administrator

**Fiscal Year 2023-24 Budget to Actual for Fund 542-Ongoing
Nonattainment Area Air Pollution Mitigation Enterprise**

Line Item		Total Approved Budget	Total Quarter 1	Total Quarter 2	Total Quarter 3	Total Quarter 4	Total	Remaining Funds
1	Fiscal Year Revenues							
2	NAAPME Retail Delivery Fee	\$ 2,128,759	\$ 519,887	\$ 631,739	\$ 615,675	\$ 198,059	\$ 1,965,360	
3	NAAPME Rideshare Fee	6,818,011	1,640,939	1,940,652	1,911,389	1,905,435	7,398,415	
4	Interest Income	-	47,032	87,838	120,019	44,638	299,527	
5	Rollforward/Revenue Reconciliation	8,563,500	-	-	-	-	-	
6	Total FY 2023-24 Revenue	\$ 17,510,270	\$ 2,207,858	\$ 2,660,229	\$ 2,647,083	\$ 2,148,132	\$ 9,663,302	
7	Fiscal Year Allocations							
8	Administration & Agency Operations							
	Staff Salaries							
9	Staff Salaries	\$ 63,588	\$ 3,789	\$ 11,070	\$ 8,052	\$ 2,993	\$ 25,904	\$ 37,684
10	Total Staff Salaries	\$ 63,588	\$ 3,789	\$ 11,070	\$ 8,052	\$ 2,993	\$ 25,904	\$ 37,684
11	State Agency Support							
12	Department of Law-Legal Support	\$ 2,500	\$ 1,186	\$ 387	\$ 613	\$ 200	\$ 2,386	\$ 114
13	Office of the State Audit-Annual Financial Audit	2,000	-	-	-	-	-	2,000
14	Total State Agency Support	\$ 4,500	\$ 1,186	\$ 387	\$ 613	\$ 200	\$ 2,386	\$ 2,114
15	Enterprise Support Initiatives							
16	Language Translation Services	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
17	Consultant Services	50,000	-	-	-	-	-	50,000
18	Total Enterprise Support Initiatives	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
19	Board Meeting Expenses							
20	Board Travel	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
21	Board Meeting Expenses	500	-	-	-	-	-	500
22	Presentation Support	350	-	-	-	-	-	350
23	Total Board Meeting Expenses	\$ 1,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350
24	Total Administration and Agency Operations	\$ 169,438	\$ 4,976	\$ 11,456	\$ 8,665	\$ 3,193	\$ 28,290	\$ 141,148
27	Contingency Reserve							
28	Enterprise Reserve Fund (>\$200,000.01)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
29	Total Contingency Reserve		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
30	Total FY 2023-24 Allocations							

**NAAPME
Budget to
Actual Report**

April 2024



Updates from the Legislature and Courts

SB24-095 (Air Quality Ozone Levels)

- Amended and passed through Senate Transportation & Energy Committee (Apr. 26), Senate Finance Committee (Apr. 30), Senate Appropriations Committee (May 3), and full Senate (May 4).
- Introduced in House (May 6), but **failed** 5-6 in the Finance Cmte. (May 7).
- Legislature adjourned for CY2024 (May 8).

**Americans for Prosperity et al vs. State of Colorado - 2022CV30971
Update**



Enterprise Program Update

Future Board of Directors Meeting Business

- **June 27, 2024, Board of Directors Meeting**
 - Notice of Funding Opportunity for NAAPME Small Grant Program
 - Review revised NAAPME 10-Year Plan
- **July 25, 2024, Board of Directors Meeting**
 - Discussion on Funding Options for Larger Grant Program
 - Adoption of Revised NAAPME 10-Year Plan
- **August 22, 2024, Board of Directors Meeting**
 - Decision on Small Grant Funding Opportunity (if not completed previously)
 - Discussion on Funding Options for Larger Grant Program



Board Meeting Schedule

Upcoming Board of Directors Meeting Dates (held virtually and at 3:00 - 4:30 PM, unless otherwise noted):

- June 27, 2024
- July 25, 2024
- August 15, 2024 (Proposed in-person for joint lunch with TC)
- September 26, 2024
- October 24, 2024



Cadence and Schedule Meetings for FY25

July 25, 2024	January 23, 2025
August 15, 2024**	February 27, 2025
September 26, 2024	March 27, 2025
October 24, 2024	April 24, 2025
No Meeting in November 2024 *	May 22, 2025 *
December 5, 2024 *	June 26, 2025
* Adjusting for holidays	
**Proposed Date for Joint Lunch with Transportation Commission	

**Fiscal Year 2023-24 Budget to Actual for Fund 542-Ongoing
Nonattainment Area Air Pollution Mitigation Enterprise**

Line Item		Total Approved Budget	Total Quarter 1	Total Quarter 2	Total Quarter 3	Total Quarter 4	Total	Remaining Funds
1	Fiscal Year Revenues							
2	NAAPME Retail Delivery Fee	\$ 2,128,759	\$ 519,887	\$ 631,739	\$ 615,675	\$ 198,059	\$ 1,965,360	
3	NAAPME Rideshare Fee	6,818,011	1,640,939	1,940,652	1,911,389	1,905,435	7,398,415	
4	Interest Income	-	47,032	87,838	120,019	44,638	299,527	
5	Rollforward/Revenue Reconciliation	8,563,500	-	-	-	-	-	
6	Total FY 2023-24 Revenue	\$ 17,510,270	\$ 2,207,858	\$ 2,660,229	\$ 2,647,083	\$ 2,148,132	\$ 9,663,302	
7	Fiscal Year Allocations							
8	Administration & Agency Operations							
	Staff Salaries							
9	Staff Salaries	\$ 63,588	\$ 3,789	\$ 11,070	\$ 8,052	\$ 2,993	\$ 25,904	\$ 37,684
10	Total Staff Salaries	\$ 63,588	\$ 3,789	\$ 11,070	\$ 8,052	\$ 2,993	\$ 25,904	\$ 37,684
11	State Agency Support							
12	Department of Law-Legal Support	\$ 2,500	\$ 1,186	\$ 387	\$ 613	\$ 200	\$ 2,386	\$ 114
13	Office of the State Audit-Annual Financial Audit	2,000	-	-	-	-	-	2,000
14	Total State Agency Support	\$ 4,500	\$ 1,186	\$ 387	\$ 613	\$ 200	\$ 2,386	\$ 2,114
15	Enterprise Support Initiatives							
16	Language Translation Services	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
17	Consultant Services	50,000	-	-	-	-	-	50,000
18	Total Enterprise Support Initiatives	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
19	Board Meeting Expenses							
20	Board Travel	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
21	Board Meeting Expenses	500	-	-	-	-	-	500
22	Presentation Support	350	-	-	-	-	-	350
23	Total Board Meeting Expenses	\$ 1,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350
24	Total Administration and Agency Operations	\$ 169,438	\$ 4,976	\$ 11,456	\$ 8,665	\$ 3,193	\$ 28,290	\$ 141,148
27	Contingency Reserve							
28	Enterprise Reserve Fund (>\$200,000.01)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
29	Total Contingency Reserve		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
30	Total FY 2023-24 Allocations							



Adjournment

NAAPME Board of Directors Chair