

CMAQ: Application Checklist

Project ID

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.

Application Checklist**: A complete CMAQ candidate project application package will consist of several components as noted below. Applicants must use and submit this checklist to help ensure that all required components are included in the application package submission. Special care must be taken to ensure that all required components are included at the time of submission. SPC staff will review applications submitted by the October 3, 2011 deadline. Applicants will be notified if their applications are incomplete, and will be given one week to submit missing information.			
Check if Included:	Application Contents / Attachments:	Requirement Description:	Notes (if any):
	Application Checklist form** . Completed 'Application Checklist' form that demonstrates that all required contents / attachments have been included in the CMAQ Candidate Project Application Package submission.	Required for all projects	
	Project Abstract form** . Completed 'Project Abstract' form that provides a concise summary of the project.	Required for all projects	
	Candidate Project Description form** . Completed 'Candidate Project Description' form that provides key information regarding the project.	Required for all projects	
	Project Budget and Schedule form** . Completed 'Project Budget and Schedule' form that provides key information regarding the project budget and schedule.	Required for all projects	
	Project Type form(s), as needed** . One or more completed Project Type forms as appropriate for the candidate project type (see Table 1 of the Application Instructions).	Required as applicable	
	Commuter Bicycle/Pedestrian Improvements form.	If applicable	
	Transportation Demand Management form.	If applicable	
	Traffic Flow Improvements form.	If applicable	
	Diesel Retrofits form.	If applicable	
	Park-and-Ride Facility Improvements form.	If applicable	
	Transit Improvements/Programs form.	If applicable	
	Other Projects form.	If applicable	
	Additional Information form(s), as needed . Include as many 'Additional Information' forms as needed to fully describe the project.	As needed	
	Supporting information, as needed . Include all applicable supporting information files as needed, including maps, drawings, photographs, reports, etc.	As needed	

Checklist Completed By: _____ Date: _____