1.3 ENHANCEMENT CATEGORIES

CTEP projects must fit into one or more of 12 enhancement categories. A summary of each category, their eligible and ineligible uses and budget items for consideration are detailed in the following sections. For additional information on enhancement categories, the Local Entity should review the FHWA website.

1.3.1 Pedestrian and Bicycle Facilities

Eligible projects in this category include providing bicycle and pedestrian facilities for safe accommodation, either through constructing new facilities or modifying existing facilities. The facility must comply with American Association of State Highway Transportation Officials (AASHTO), ADA and MDT criteria. Bicycle and Pedestrian projects must be for transportation purposes rather than recreational purposes. Consider the following for bicycle and pedestrian facility projects:

1. Eligible Uses. Eligible uses include:

   - adding and/or modifying road shoulders to accommodate bicyclists;
   - adding and/or modifying bike lanes on existing roadways and related striping;
   - constructing new, improving or replacing existing sidewalks, separate walking trails/paths and bike paths; and
   - installing items at inter-modal points and vehicular parking facilities (e.g., benches for pedestrians, bike lockers and racks, facilities for bikes on buses).
   - retrofitting existing sidewalks or paths with ADA compliant facilities.

2. Ineligible Uses. Ineligible uses include:

   - sidewalk repair and maintenance; and/or
   - constructing a sporting arena built for cycling, running, skating or equestrian uses.

3. Budget Considerations. Budget items for consideration for this category include:

   - engineering fees,
   - environmental documentation,
   - preparing plans and specifications,
   - permits,
   - mitigation,
   - site preparation,
   - bridges,
   - grading,
   - drainage,
   - ADA features,
   - curbs and gutters,
   - traffic control devices,
   - concrete or asphalt surfaces, and
   - bicycle or pedestrian furnishings.

1.3.2 Landscaping and Scenic Beautification

This category includes landscape planning, design and construction projects that enhance the aesthetic or ecological resources along highways, other transportation corridors (e.g., railways, bike paths, sidewalks), points of access and lands qualifying for other categories of CTEP activities. For example, projects that enhance the aesthetic resources or restore the ecological balance of the transportation system may include scenic overlooks as well as restoration of historic landscapes. Consider the following:

1. Eligible Uses. Eligible uses include:

   - reintroducing native or endangered plants or trees;
   - landscaping as part of other eligible CTEP categories;
   - linear highway landscaping, landscaping at interchanges, landscaping at noise barriers and landscaping or visually enhancing bridges; and
   - streetscape projects (e.g., period lighting, historic sidewalk pavers, benches, planting containers, decorative walls and walkways, signs, public art, historical markers).

2. Ineligible Uses. Ineligible uses include:

   - security lighting;
   - stand-alone drainage systems;
   - constructing noise barriers or drainage improvements;
   - post-construction finish work not related to a CTEP project (e.g., replanting, reseeding); and
   - routine, incidental or maintenance activities (e.g., cutting grass, tree pruning or removal, erosion control, screen planting).

3. Budget Considerations. Budget items for consideration include:

   - engineering fees,
   - environmental documentation,
   - grading,
   - planting,
   - irrigation,
   - debris removal, and
   - hauling and dumping.

1.3.3 Historic Preservation

Projects in this category should enhance the transportation experience by improving the ability of the public to appreciate the significance of a historic property through a contemporary transportation-related function. All historic preservation projects, typically relating to the building's exterior features, must clearly demonstrate a contemporary relationship to the surface transportation system by function, proximity or impact

Historic facilities and sites can be "restored" by returning the property to a condition that makes a contemporary use possible, while preserving the significant historic features of the property. Consider the following:

1. Eligible Uses. Eligible uses include:

   - preserving a transportation-related historic property;
   - preserving a non-transportation-related historic property, while creating a contemporary transportation use;
   - costs associated with contemporary utility upgrades (e.g., water, electric, heating, air conditioning) when appropriate to make a building viable for continued public contemporary transportation use; and
   - costs associated with identifying, evaluating, recording, documenting, protecting, rehabilitating, interpreting, restoring and stabilizing a historic district, site or structure.

2. Ineligible Uses. Ineligible uses include:

   - restoring private facilities for a non-public use;
   - replicating or duplicating a historic building, structure or site;
   - researching a site for eligibility on the National Register of Historic Places; and
   - installing improvements designed for a non-transportation use or tenant (e.g., office partitions, furniture, display cases).

3. Budget Considerations. Budget items for consideration include:

   - architectural and engineering fees,
   - environmental documentation,
   - permits,
   - project management,
   - construction costs,
   - landscaping, and
   - eligible furnishings and equipment.

1.3.4 Rehabilitation of Historic Transportation Facilities

This category is intended to preserve historic transportation buildings, structures or facilities that are or were part of the surface transportation system. Rehabilitating and restoring these types of historic properties can be accomplished by returning the property to a condition that makes a contemporary use possible, while preserving the significant historic features of the property. These facilities must be open to the public and in public ownership. In rare instances, CTEP funds may be used for private property, but never if the private property or facility is operated on a for-profit basis or is not open to the general public. Consider the following:

1. Eligible Uses. Eligible uses include:

   - costs associated with contemporary utility upgrades (e.g., water, electric, heating, air conditioning), where appropriate, to make a building viable for public use;
   - restoring or rehabilitating railway depots, roadway or pedestrian bridges, canal viaducts, ferry terminals, locomotives, antique automobile museums and displays; and
   - costs associated with stabilizing and restoring historic elements of a transportation-related building and structures (interior and exterior) to a particular time, including the removal of later work.

2. Ineligible Uses. Ineligible uses include:

   - restoring or rehabilitating a non-transportation related property; and
   - costs of creating improvements designed for a particular non-transportation use or tenant (e.g., office partitions, furniture, display cases).

3. Budget Considerations. Budget items for consideration include:

   - architectural and engineering fees,
   - environmental documentation,
   - permits,
   - project management,
   - construction costs,
   - parking facilities,
   - landscaping, and
   - eligible furnishings and equipment.

1.3.5 Preservation of Abandoned Rail Corridors

The purpose of this category is to preserve abandoned railway corridors for public use, including bicycle and pedestrian use. The acquisition of right-of-way can be a stand-alone project or in conjunction with the construction of a trail or greenway. Consider the following:

1. Eligible Uses. Eligible uses include:

   - purchasing abandoned rail corridors,
   - costs associated with developing and constructing a multi-use facility, and
   - informational signing about current usage or the historical aspects.

2. Ineligible Uses. Ineligible uses include:

   - projects not located within a railway right-of-way, and
   - preserving abandoned rail corridors strictly for use as an active rail line or highway.

3. Budget Considerations. Budget items for consideration include:

   - administrative costs,
   - environmental documentation,
   - survey costs,
   - appraisal fees,
   - acquisition costs, and
   - legal fees.

1.3.6 Scenic or Historic Highway Programs

The purpose of this activity is to create opportunities for the traveling public to experience scenic or historic highways or sites. National Scenic Byways, Montana Scenic Byways, and State and Federal-designated historic highways are eligible for activities that improve travelers' access. CTEP funds may be used for activities that will protect and enhance the scenic/historic integrity and visitor appreciation of an existing scenic or historic highway, or historic site. Consider the following:

1. Eligible Uses. Eligible uses include:

   - restoring historic highway-related features (e.g., retaining walls, historic markers);
   - installing interpretive plaques, signs, aesthetic guardrail and visually sensitive bridge rails;
   - developing scenic overlooks on State-designated Scenic Byways or National Scenic Byways; and
   - constructing new or restoring existing tourist and welcome centers related to scenic or historical sites.

2. Ineligible Uses. Ineligible uses include:

- rest area modifications;
- staffing, operating or maintenance costs;
- programs, marketing or promotion not related to the scenic or historic highway programs; and
- tourist and welcome centers at sites not meeting the scenic/historic designation requirements.

3. Budget Considerations. Budget items for consideration include:

- architectural and engineering fees;
- environmental documentation;
- permits;
- hazardous materials abatement documentation;
- construction (e.g., demolition, electrical, plumbing, structure);
- construction inspection;
- parking facilities;
- brochures, racks and displays; and
- concrete or asphalt surfaces.

1.3.7 Transportation Museums

This activity includes the funding of capital improvements for surface transportation-related museums. The museum must be open to the public and operated by a public or non-profit organization meeting the definition of museums as stated below. If entrance fees are charged for the museum, a portion of the fee should be provided for the long-term maintenance and operation of the facility. This category is intended to preserve the surface transportation heritage of a municipality or region, or a particular mode of transportation, including an interpretation of that theme. Consider the following:

1. Definition. Transportation museums must meet the following definition of a museum:

- educational in nature;
- have a formally stated mission;
- have a formal and appropriate program of presentations and maintenance of exhibits;
- a legally organized non-profit institution or part of a non-profit institution or governmental entity;
- have a formal and appropriate program of documentation, care and use of collections and/or tangible objects;

- present regularly scheduled programs and exhibits that use and interpret objects for the public according to accepted standards; and
- have at least one full-time paid professional staff member who has museum knowledge and experience and has delegated authority and allocated financial resources sufficient to operate the museum effectively.

2. Eligible Uses. Eligible uses include:

- adding to an existing facility for use as a transportation museum;
- purchasing artifacts, displays, etc., relating to surface transportation;
- costs associated with stabilizing and restoring historic structure elements, interior and exterior; and
- constructing a new facility or preserving a historic building for use as a transportation museum.

3. Ineligible Uses. Ineligible uses include:

- operating and maintenance costs;
- aviation-related museum facilities, displays, artifacts, etc; and
- reconstruction, refurbishing or rehabilitation of existing museums, nor portions of museums that are not for transportation purposes.

4. Budget Considerations. Budget items for consideration include:

- architectural and engineering fees,
- environmental documentation,
- permits,
- project management,
- construction costs,
- ADA parking facilities,
- landscaping,
- exhibits, and
- furnishing and equipment.

1.3.8 Acquisition of Scenic or Historic Easements and Sites

The primary purpose of this category is to preserve and protect scenic views and scenic or historic sites (including historic battlefields) in the view-sheds of the traveling public. This activity is intended to create an obvious improvement to the use of a transportation corridor by the traveling public, and to add to their enjoyment of the area. The sponsor must also guarantee the perpetual preservation of the scenic or historic value of the acquisition by placing the property or easement into public ownership. Consider the following:

1. Eligible Uses. Eligible uses include:

   - acquiring land around a historic site;
   - acquiring, donating or transferring land to develop vehicular pullouts at scenic or historic locations;
   - planning and transaction costs (e.g., appraisals, surveys, legal costs) that lead to the purchase/protection of easements/properties; and
   - acquiring, donating or transferring land that possesses significant aesthetic, natural, visual or open space values to preserve a scenic view-shed.

2. Ineligible Uses. Ineligible uses include:

   - purchasing a historic site that will have no public benefit, and
   - purchasing land where no development is anticipated in the foreseeable future.

3. Budget Considerations. Budget items for consideration include:

   - planning and transaction costs (e.g., appraisals, surveys, legal costs) that lead to the purchase of easements/properties;
   - land acquisition;
   - construction of turnarounds and engineering costs associated with these designs;
   - landscaping; and
   - interpretative/directional signs and installation.

1.3.9 Archaeological Planning and Research

This category includes transportation-related archaeological site preservation and interpretation, planning to improve identification, evaluation and treatment of sites, data recovery, research on sites, etc., which benefit the surface transportation system. Consider the following:

1. Eligible Uses. Eligible uses include:

   - developing interpretive signs, exhibits and guides;
   - experimental projects in archaeological site preservation and interpretation;
   - researching sites as part of another CTEP project under a different category;
   - stand-alone archaeological planning and research projects related to transportation; and
   - planning associated with improving identification, evaluation and treatment of archaeological sites.

2. Ineligible Uses. Ineligible uses include:

   - area-wide archaeological inventories or studies unrelated to surface transportation systems.

3. Budget Considerations. Budget items for consideration include:

   - task background,
   - analysis,
   - environmental documentation,
   - report management,
   - excavation,
   - artifact processing, and
   - curatorial materials.

1.3.10 Environmental Mitigation and Wildlife Connectivity

This category includes facilities and programs to minimize pollution from storm water runoff, in addition to current requirements and procedures for mitigation. Eligible activities in this category include developing programs to mitigate highway runoff pollution, and planning, designing and constructing mitigation facilities. These activities can be stand-alone projects or part of a larger existing or proposed project under other CTEP activities, as long as the activities are related to surface transportation.

This category also includes projects for the provision of wildlife connectivity. Examples are projects that would interconnect large areas with identified wildlife losses, especially losses of protected, threatened and/or endangered species on State or Federal designation lists.

Consider the following:

1. Eligible Uses. Eligible uses include:

   - educational activities;
   - monitoring habitat fragmentation and vehicle-related wildlife mortality;
   - installing drainage facilities to restore or protect original drainage patterns;
   - bridge extensions to provide or improve wildlife passage or habitat connectivity;
   - creating wetlands, adding vegetated ditches, detention basins or other permanent filtering systems to filter highway runoff in a sensitive area; and
   - constructing or modifying wildlife underpasses, overpasses, wall openings, fencing or culverts in critical locations that facilitate wildlife crossings.

2. Ineligible Uses. Ineligible uses include:

- mitigation required pursuant to NEPA;
- installing fencing along roadways not known to have critical wildlife crossings;
- installing any facility (e.g., detention basin) where the Local Entity has not identified operating funds for required maintenance; and
- installing mitigating facilities where there is no wildlife or ecological habitat that has evidence of potential harmful effects of water pollution from highway runoff.

3. Budget Considerations. Budget items for consideration include:

- environmental consultant services (e.g., surveys, design, project supervision);
- environmental documentation;
- administrative fees;
- project management;
- geomorphic channel restoration;
- water quality monitoring (e.g., equipment, testing, analysis);
- native grasses and shrub riparian buffers (e.g., land preparation, plant materials, labor);
- water management;
- in-stream constructed wetland (e.g., land-disturbing activities construction, planning); and
- information and education (e.g., signage, brochures).

1.3.11 Pedestrian and Bicycle Safety and Educational Activities

This category includes non-construction, safety-related activities and the reasonable costs to provide safety and educational activities. Proposals should reflect a definitive period for participation. The funded activities must be accessible to the public or targeted to a broad public segment. Local Entities using CTEP funds are encouraged to integrate safety messages and educational opportunities for bicyclists and pedestrians into enhancement projects through the development of campaigns, programs, educational materials including maps and brochures, and pedestrian and bicycle enforcement activities. Local Entities are encouraged to coordinate these activities with the National Highway Traffic Safety Administration and/or the MDT Bicycle and Pedestrian Coordinator. Consider the following:

1. Eligible Uses. Eligible uses include:

- bike/pedestrian safety training (e.g., cost of facilitators and classes);
- related training materials (e.g., brochures, videotapes, other training aids); and
- rent for leased space and limited staff salaries.

2. Ineligible Uses. Ineligible uses include:

- long-term staff salary participation.

3. Budget Considerations. Budget items for consideration include:

- safety training aids,
- bicycle route brochures, and
- safety training facilitators.

1.3.12 Control of Outdoor Advertising

This category includes the inventory, control and removal of existing outdoor advertising signs, displays and devices, in addition to the requirement to exercise "effective control" of outdoor advertising under 23 *USC* 131. The outdoor advertising must be within the highway view-shed of a road with a functional classification of "limited/controlled access," "arterial" or "collector" (but not "local"), unless the road is a State-designated Scenic Highway or a National Scenic Byway. Control and removal of outdoor advertising must accomplish a recognizable improvement to the scenic enjoyment of the traveling public. Expenditures made to remove signs, displays or devices must be made according to the MDT Right-of-Way Bureau criteria (e.g., appraisal). Consider the following:

1. Eligible Uses. Eligible uses include:

- leasehold interest;
- removing billboards from State-designated Scenic Highways or National Scenic Byways; and
- costs associated with inventories, title research, planning, etc. (contingent upon actual billboard removal).

2. Ineligible Uses. Ineligible uses include:

- removing billboards from local roads, and
- removing billboards already designated for removal.

3. Budget Considerations. Budget items for consideration include:

- appraisal costs,
- lease hold costs,
- acquisition costs,
- legal fees,
- lease fee costs, and
- administrative costs.

2012
LOCAL CTEP PROGRAM ADMINISTRATOR DESIGNATION FORM

Name of Local Agency: _____

For the above named Local Agency the following person will **administer** and **manage** our local program and **coordinate** all aspects of CTEP with the Montana Department of Transportation.

Please type or print

Previous Contact Person: _____

Current Contact Person: _____

Title: _____

Mailing Address: _____

City: _____, MT

Zip Code: _ _ _ _ _ - _ _ _ _

Phone Number: (406) _ _ _ - _ _ _ _

Fax Number: (406) _ _ _ - _ _ _ _

Email Address: _____

Please mail this completed form to:

MONTANA MDT DEPARTMENT OF TRANSPORTATION

Montana Department of Transportation
Community Transportation Enhancement Program
2701 Prospect Avenue
PO Box 201001
Helena, MT 59620-1001

Exhibit 1-2 – PROGRAM ADMINISTRATOR FORM