

APPENDIX A. SUPPLEMENTARY INFORMATION FOR IPR CONTENT

Implementation Process Reports (IPRs) document processes necessary for identifying, selecting, specifying, and using low-carbon materials for construction projects receiving FHWA Low-Carbon Transportation Materials (LCTM) Program funding. Recipients must submit IPRs for FHWA approval before FHWA issues authorization to proceed or obligates LCTM funds for a construction project. Approval is based on a recipient's conformance with the LCTM Program requirements. FHWA approval of an IPR represents FHWA determination that the process conforms to program requirements but does not represent endorsement by FHWA of a particular process or procedure or reflect an evaluation of the quality or merit of a process or procedure.

The following list of information and processes constitutes the minimum requirements of the LCTM program.

1. Process to ensure conformance with [EPA Interim Determination](#).
 - Documented procedures for identifying benchmarks for each material/product using one of the following acceptable approaches:
 - Option 1: Reference threshold(s) as indicated on [FHWA Website](#).
 - Option 2: Agency determined local or regional thresholds following accepted International Organization for Standard (ISO) 21678. Procedures shall include the disclosure of the Global Warming Potential (GWP) as defined in the relevant PCR and methodology for determining percentiles and averages, the source(s) used for each material/product, and the parameters (including performance specification) used to set the GWP thresholds.
 - Documented procedures for qualifying materials/products for the LCTM program including:
 - Process for collecting and using environmental product declarations (EPDs).
 - Process for collecting Energy Star Performance Score, if applicable.
 - Process for selecting materials/products using the threshold values.
 - Process to document and approve the use of materials/products if using better than average threshold values to qualify materials/products, including defining the cover area for project's location (i.e., vicinity/region).
2. Documented process for evaluating engineering performance of materials including:
 - Process for assessing if existing engineering specifications allow the use of LCTM eligible materials/products.
 - If recipient will develop new materials specifications or special provisions to implement the LCTM program, description of additional activities such as, but not limited to: mixture design approval, laboratory testing, test equipment required, field test strips, and monitoring in-service performance.
3. Documented process for EPD acceptance including:
 - Process for requiring a supplier declaration of conformity that the EPD submitted corresponds to the materials to be supplied to the construction project.

- Process for verifying that EPDs are facility-and material/product-specific cradle-to-gate Type III (third-party verified), published in accordance with relevant PCR, and within its period of validity.
4. List of construction projects.
 - Recipient shall provide the project title and description of construction projects that will incorporate LCTM materials/products. If available, the Federal-Aid ID number should also be provided.
 5. Documented methodology for budget.
 - Recipient shall describe how the incremental or incentive amount will be determined for construction projects using LCTM funding.

Depending on factors such as the goals of LCTM implementation, organizational structure, and number and types of materials/products considered for eligibility, recipients may choose to develop more than one IPR to meet the minimum requirements. Individual IPRs can be submitted for approval as they are developed by the recipient. To demonstrate conformance with the LCTM Program requirements, recipients may submit final documents, such as technical specifications, directives, or standard operating procedures, OR detailed plans describing the processes.