



Plan NWI

Northwestern Indiana Regional Planning Commission
Unified Planning Work Program

Fiscal Year 2027-2028

Adopted _____, 2026
NIRPC Board of Commissioners

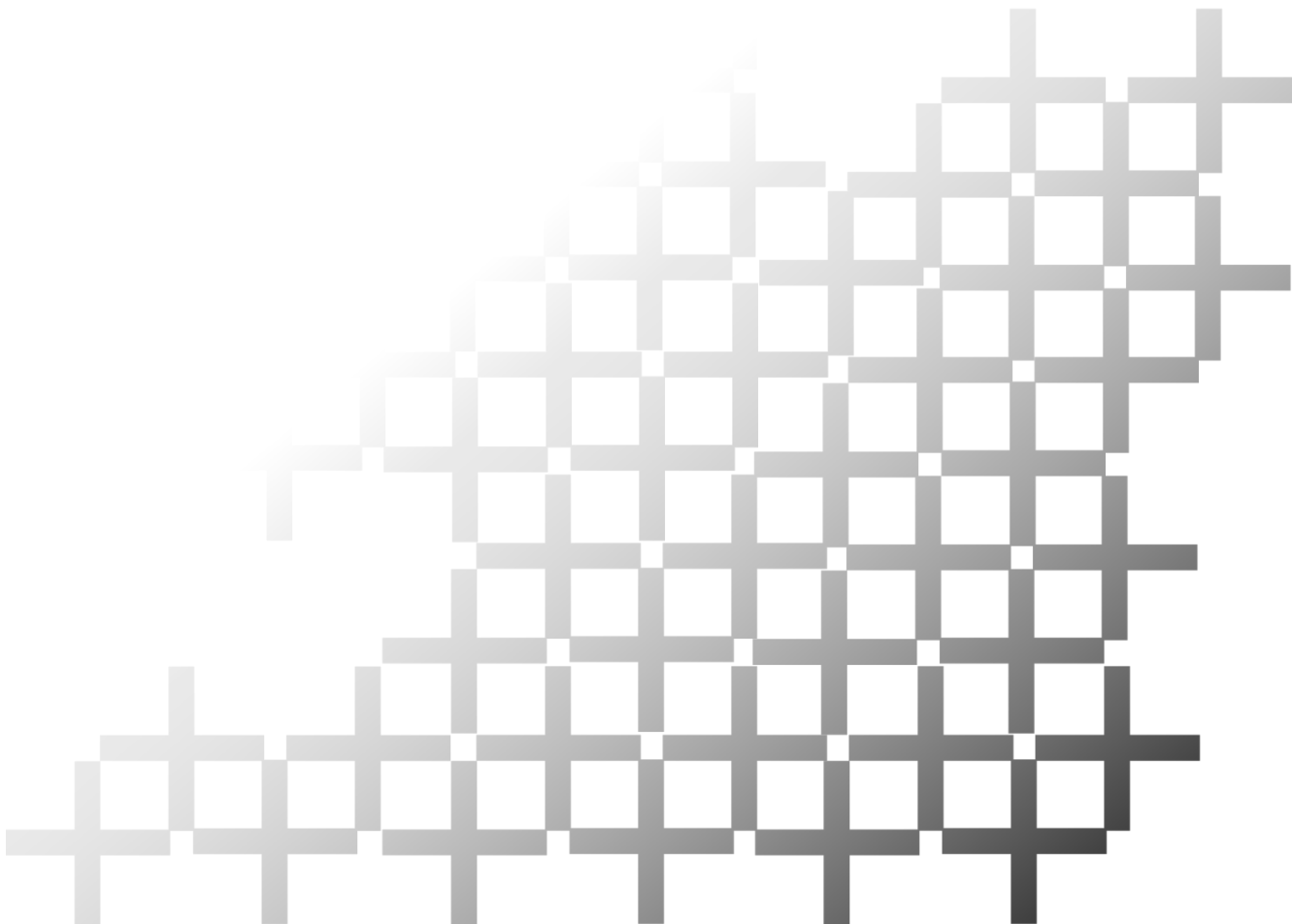


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2027 UPWP Budgets

2027-2028 UPWP Budgets

State Fiscal Year 2027-2028 Budget Tables

2027-2028 NIRPC UPWP Budget Summary

UPWP Section	Task Group Name	Funding Source	FY 25 Federal Funds (Carryover to FY 27)	FY 25 Non-Federal Funds (Carryover to FY 27)	FY 25 Total Costs (Carryover to FY 27)	FY 26 Federal Funds (Carryover to FY 27)	FY 26 Non-Federal Funds (Carryover to FY 27)	FY 26 Total Costs (Carryover to FY 27)	FY 27 Federal Funds	FY 27 Non-Federal Funds	FY 27 Total Costs	FY 28 Federal Funds	FY 28 Non-Federal Funds	FY 28 Total Costs	
100	Administration & Public Participation	PL/5303 (INDOT)	\$65,691	\$16,423	\$82,114	\$219,676	\$54,919	\$274,595	\$382,600	\$95,650	\$478,250	\$382,600	\$95,650	\$478,250	*
200	Data Collection & Analysis	PL/5303 (INDOT)	\$38,817	\$9,704	\$48,522	\$129,808	\$32,452	\$162,261	\$199,670	\$49,918	\$249,588	\$199,670	\$49,918	\$249,588	**
300	Short-Range Planning	PL/5303 (INDOT)	\$47,775	\$11,944	\$59,719	\$159,764	\$39,941	\$199,705	\$245,748	\$61,437	\$307,185	\$245,748	\$61,437	\$307,185	**
300	Short-Range Planning	STBG	\$0	\$0	\$0	\$44,629	\$11,157	\$55,787	\$46,107	\$11,527	\$57,634	\$46,562	\$11,640	\$58,202	**
400	Long-Range Planning	PL/5303 (INDOT)	\$85,011	\$21,253	\$106,264	\$283,587	\$70,897	\$354,484	\$430,059	\$107,515	\$537,574	\$430,059	\$107,515	\$537,574	**
500	Multi-Modal Planning	PL/5303 (INDOT)	\$50,761	\$12,690	\$63,451	\$169,749	\$42,437	\$212,187	\$261,107	\$65,277	\$326,384	\$261,107	\$65,277	\$326,384	**
500	Multi-Modal Planning (2.5% Complete Streets Set-Aside)	PL/5303 (INDOT)	\$0	\$0	\$0	\$46,071	\$11,518	\$57,589	\$40,529	\$10,132	\$50,661	\$40,529	\$10,132	\$50,661	**
600A	Special Planning Activities	PL/5303 (INDOT)	\$11,944	\$2,986	\$14,930	\$291,344	\$72,836	\$364,179	\$61,437	\$15,359	\$76,796	\$61,437	\$15,359	\$76,796	**
600A	Special Planning Activities	HSIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	***
600A	Special Planning Activities	HSIP - Sec. 164	\$0	\$0	\$0	\$77,500	\$0	\$77,500	\$155,000	\$0	\$155,000	\$0	\$0	\$0	****
600B	Air Quality Public Education	CMAQ (INDOT)	\$0	\$0	\$0	\$8,000	\$2,000	\$10,000	\$378,000	\$94,500	\$472,500	\$378,000	\$94,500	\$472,500	*****
Total	TOTAL		\$300,000	\$75,000	\$375,000	\$1,430,129	\$338,157	\$1,768,287	\$2,200,258	\$511,315	\$2,711,573	\$2,045,713	\$511,428	\$2,557,141	
Federal Transit Administration 5307 Funds															
700.1	FTA Sub-Recipient Oversight	5307 (FTA)	\$0	\$0	\$0	\$0	\$0	\$0	\$414,720	\$103,680	\$518,400	\$414,720	\$103,680	\$518,400	**

*PL/5303 Non-Salary direct expenses such as professional development, travel, copies, and printing for all task groups are budgeted under 100

**Non-Federal Cash Match to be funded by NIRPC and participating LPAs

***HSIP cost share is 80% Federal / 20% local

****HSIP Sec. 106 is 100% Federal

***** Non-Federal Cash Match contributed by South Shores Clean Cities (aka Drive Clean Indiana), Partners for Clean Air, Private Bike-Map Sponsors.

2027 UPWP PL Funds (not including flexed funds)

2027 UPWP PL funds						
State Fiscal Year 2027 Budget Table						
FY 2027 PL Funding Only- NIRPC UPWP Budget Summary						
UPWP Section	Task Group Name	Funding Source	Federal Share (FY 2027)	Non-Federal Share (FY 2027)	Total Costs (FY 2027)	
100	Administration & Public Participation	PL/5303 (INDOT)	\$382,600	\$95,650	\$478,250	*
200	Data Collection & Analysis		\$199,670	\$49,918	\$249,588	**
300	Short-Range Planning		\$245,748	\$61,437	\$307,185	**
400	Long-Range Planning		\$430,059	\$107,515	\$537,574	**
500	Multi-Modal Planning		\$261,107	\$65,277	\$326,384	**
500- Y410***	Multi-Modal Planning 2.5% Complete Streets Set Aside		\$40,529	\$10,132	\$50,661	***
600	Special Planning Activities		\$61,437	\$15,359	\$76,796	**
PL/5303 Total	TOTAL			\$1,621,151	\$405,288	\$2,026,439
*PL/5303 Non-Salary direct expenses such as travel, copies and printing for all task groups are budgeted under 100						
**Non-Federal Cash Match to be funded by NIRPC and participating LPAs						
*** Complete Street Planning Activities- Increasing Safe and Accessible Transportation Options						

2027 UPWP Flex Funds

2027 UPWP Flex funds						
State Fiscal Year 2027 Budget Table						
FY 2027 Flex Funding Only- NIRPC UPWP Budget Summary						
UPWP Section	Task Group Name	Funding Source	Federal Share (FY 2027)	Non-Federal Share (FY 2027)	Total Costs (FY 2027)	
300	Short-Range Planning	STBG	\$46,107	\$11,527	\$57,634	*
600A	Special Planning Activities	HSIP - Sec. 164	\$155,000	\$0	\$155,000	**
600B	Air Quality Public Education	CMAQ (INDOT)	\$378,000	\$94,500	\$472,500	***
Total			\$579,107	\$106,027	\$685,134	
<p>*Non-Federal Cash Match to be funded by NIRPC and participating LPAs</p> <p>**HSIP Sec. 164 is 100% Federal</p> <p>*** Non-Federal Cash Match contributed by South Shores Clean Cities (aka Drive Clean Indiana), Partners for Clean Air, Private Bike-Map Sponsors.</p>						

Salary and Benefits Table

2027 UPWP Salaries and Overhead															
UPWP Section	Task Group Name	Funding Source	FY 25 Federal Funds (Carryover to FY 27)	FY 25 Non-Federal Funds (Carryover to FY 27)	FY 25 Total Costs (Carryover to FY 27)	FY 26 Federal Funds (Carryover to FY 27)	FY 26 Non-Federal Funds (Carryover to FY 27)	FY 26 Total Costs (Carryover to FY 27)	FY 27 Federal Funds	FY 27 Non-Federal Funds	FY 27 Total Costs	FY 28 Federal Funds	FY 28 Non-Federal Funds	FY 28 Total Costs	
100	Administration & Public Participation	PL/5303 (INDOT)	\$65,691	\$16,423	\$82,114	\$219,676	\$54,919	\$274,595	\$337,904	\$84,476	\$422,380	\$337,904	\$84,476	\$422,380	**
200	Data Collection & Analysis	PL/5303 (INDOT)	\$38,817	\$9,704	\$48,522	\$129,808	\$32,452	\$162,261	\$199,670	\$49,918	\$249,588	\$199,670	\$49,918	\$249,588	**
300	Short-Range Planning	PL/5303 (INDOT)	\$47,775	\$11,944	\$59,719	\$159,764	\$39,941	\$199,705	\$245,748	\$61,437	\$307,185	\$245,748	\$61,437	\$307,185	**
300	Short-Range Planning	STBG	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
400	Long-Range Planning	PL/5303 (INDOT)	\$83,607	\$20,902	\$104,508	\$279,587	\$69,897	\$349,484	\$430,059	\$107,515	\$537,574	\$430,059	\$107,515	\$537,574	**
500	Multi-Modal Planning	PL/5303 (INDOT)	\$50,761	\$12,690	\$63,451	\$169,749	\$42,437	\$212,187	\$261,107	\$65,277	\$326,384	\$261,107	\$65,277	\$326,384	**
500	Multi-Modal Planning (2.5% Complete Streets Set-Aside)	PL/5303 (INDOT)	\$0	\$0	\$0	\$46,071	\$11,518	\$57,589	\$40,529	\$10,132	\$50,661	\$40,529	\$10,132	\$50,661	**
600A	Special Planning Activities	PL/5303 (INDOT)	\$11,944	\$2,986	\$14,930	\$39,941	\$9,985	\$49,926	\$61,437	\$15,359	\$76,796	\$61,437	\$15,359	\$76,796	**
600A	Special Planning Activities	HSIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	***
600A	Special Planning Activities	HSIP - Sec. 164	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	****
600B	Air Quality Public Education	CMAQ (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	*****
Total	TOTAL		\$298,595	\$74,649	\$373,244	\$1,044,598	\$261,149	\$1,305,747	\$1,576,455	\$394,114	\$1,970,569	\$1,576,455	\$394,114	\$1,970,569	
Federal Transit Administration 5307 Funds															
700.1	FTA Sub-Recipient Oversight	5307 (FTA)	\$0	\$0	\$0	\$0	\$0	\$0	\$414,720	\$103,680	\$518,400	\$414,720	\$103,680	\$518,400	**
**Non-Federal Cash Match to be funded by NIRPC and participating LPAs															
***HSIP cost share is 80% Federal / 20% local															
****HSIP Sec. 164 is 100% Federal															
***** Non-Federal Cash Match contributed by South Shores Clean Cities (aka Drive Clean Indiana), Partners for Clean Air, Private Bike-Map Sponsors.															

Expenses and Contracted Costs Table

2027 UPWP Expenses and Contracted Costs															
State Fiscal Year 2027 Budget Tables															
2027 UPWP Expenses and Contracted Costs															
UPWP Section	Task Group Name and Activity	Funding Source	FY 25 Federal Funds (Carryover to FY 27)	FY 25 Non-Federal Funds (Carryover to FY 27)	FY 25 Total Costs (Carryover to FY 27)	FY 26 Federal Funds (Carryover to FY 27)	FY 26 Non-Federal Funds (Carryover to FY 27)	FY 26 Total Costs (Carryover to FY 27)	FY 27 Federal Funds	FY 27 Non-Federal Funds	FY 27 Total Costs	FY 28 Federal Funds	FY 28 Non-Federal Funds	FY 28 Total Costs	
100	Administration & Public Participation: Professional Development, Printing, Travel	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$44,696	\$11,174	\$55,870	\$44,696	\$11,174	\$55,870	
200	Data Collection & Analysis	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
300	Short-Range Planning	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
300	Short-Range Planning: R-TIP Software License	STBG	\$0	\$0	\$0	\$44,629	\$11,157	\$55,787	\$46,107	\$11,527	\$57,634	\$46,562	\$11,640	\$58,202	**
400	Long-Range Planning: Sensible Tools Workshop consultant costs	PL/5303 (INDOT)	\$1,405	\$351	\$1,756	\$4,000	\$1,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	**
400	Long-Range Planning	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
500	Multi-Modal Planning	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
500	Multi-Modal Planning (2.5% Complete Streets Set-Aside)	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
600A	Special Planning Activities: LPA Planning Assistance/Special Plans consultant contracts	PL/5303 (INDOT)	\$0	\$0	\$0	\$251,403	\$62,851	\$314,253	\$0	\$0	\$0	\$0	\$0	\$0	**
600A	Special Planning Activities: Road Safety Audits	HSIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	***
600A	Special Planning Activities: Road Safety Audits	HSIP - Sec. 164	\$0	\$0	\$0	\$77,500	\$0	\$77,500	\$155,000	\$0	\$155,000	\$0	\$0	\$0	****
600B	Air Quality Public Education	CMAQ (INDOT)	\$0	\$0	\$0	\$8,000	\$2,000	\$10,000	\$378,000	\$94,500	\$472,500	\$378,000	\$94,500	\$472,500	*****
Total	TOTAL		\$1,405	\$351	\$1,756	\$385,532	\$77,008	\$462,540	\$623,803	\$117,201	\$741,004	\$469,258	\$117,314	\$586,572	
Federal Transit Administration 5307 Funds															
700.1	FTA Sub-Recipient Oversight	5307 (FTA)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
<p>*PL/5303 Non-Salary direct expenses such as professional development, travel, copies, and printing for all task groups are budgeted under 100</p> <p>**Non-Federal Cash Match to be funded by NIRPC and participating LPAs</p> <p>***HSIP cost share is 80% Federal / 20% local</p> <p>****HSIP Sec. 164 is 100% Federal</p> <p>***** Non-Federal Cash Match contributed by South Shores Clean Cities (aka Drive Clean Indiana), Partners for Clean Air, Private Bike-Map Sponsors.</p>															

About NIRPC

The Northwestern Indiana Regional Planning Commission (NIRPC) is a regional council of local governments serving the citizens of Lake, Porter, and La Porte counties in Northwest Indiana. The Northwest Indiana (NWI) region is part of the U.S. Census Bureau's Chicago Metropolitan Statistical Area (MSA). NIRPC provides a forum that enables the citizens of NWI to address regional issues relating to transportation, the environment, and economic development. NIRPC, as a recipient of federal funds, is subject to the requirements of Title VI of the Civil Rights Act of 1964, as amended, and the Americans with Disabilities Act (ADA). Title VI prohibits discrimination based on race, creed, and national origin. The ADA prohibits discrimination based on disability.

NIRPC is a multi-purpose, sub-state, area-wide planning agency. NIRPC was originally established as the Lake-Porter County Regional Transportation and Planning Commission in 1965, pursuant to State-enabling legislation. An amendment to this legislation in 1973 provided NIRPC with its current name and allowed for adding new member counties. Under this provision, La Porte County joined NIRPC in 1979.

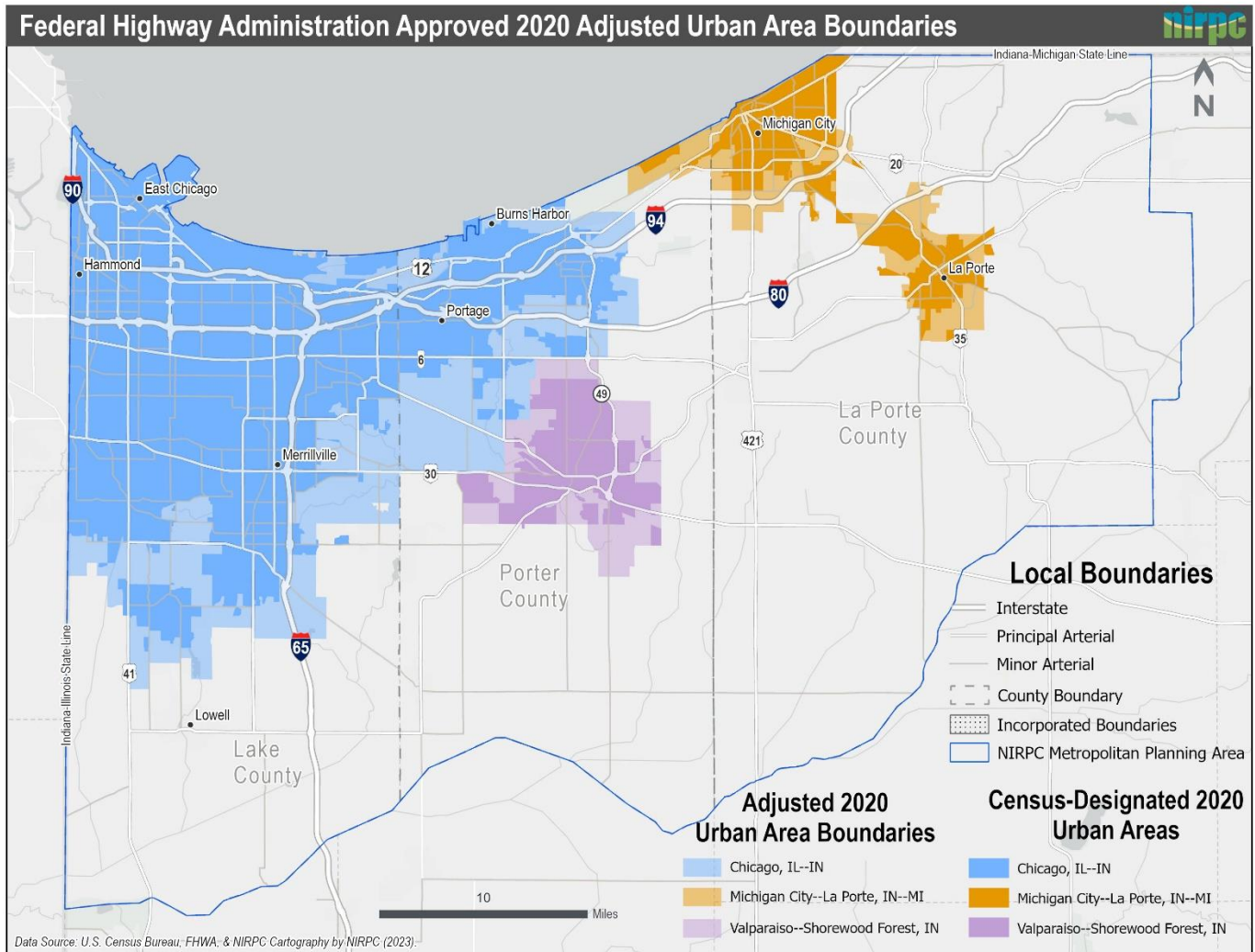
In 1996 the legislation was again amended to provide a seat on the Commission for all of the mayors in the three-county region. The legislation was further amended in 2003 to represent all 41 cities and towns in the tri-county area and specify that representatives must be elected officials. The legislation under which the Commission operates is contained within [Indiana Code Title 36, Article 7, Chapter 7.6](#).

NIRPC operates as a cooperative of local governments within the tri-county area. It is composed of fifty-three members. In addition to the municipal appointments, the County Councils, County Boards of Commissioners, and County Surveyors appoint one member each, as does the Governor and two heavily populated townships. The Full Commission meets quarterly, and the Executive Board meets in the interim months. NIRPC's meetings are open to the public and livestreamed, and every agenda includes a time for public comment.

One of the most important designations NIRPC holds is that of the Metropolitan Planning Organization (MPO) for Northwest Indiana. MPOs are responsible, together with state departments of transportation and public transit operators, for carrying out the Continuing, Cooperative, and Comprehensive (3-C) transportation planning process for urbanized areas exceeding 50,000 population.

Lake, Porter, and La Porte Counties in the northwestern corner of the State of Indiana comprise NIRPC's Metropolitan Planning Area. This MPA is located at the southern tip of Lake Michigan and is an integral part of the greater Chicago metropolitan area. It includes 784,332 people (2020 Census) and covers 1,520 square miles. There are forty-one cities and towns in the MPA.

In December 2022 the Census Bureau released a final list of Census-designated urban areas, which includes a new designated urbanized area for the NIRPC Region Valparaiso-Shorewood Forest, IN. The Valparaiso-Shorewood Forest urban area has a population of 51,867, 22,154 housing units, and 33.6 Sq-mile of land area. The following map shows the three designated urban areas of Lake-Porter, Michigan City-La Porte, and Valparaiso-Shorewood Forest.



1 NIRPC Adjusted Urban Area Boundaries

Northwest Indiana is a diverse and dynamic region whose complexities are reflected in the regional transportation system. The MPA includes arguably some of the most strategic and critical links in the national transportation system. These factors combine to make the role of MPO for Northwest Indiana extraordinarily challenging.

Background + Purpose

NIRPC, as the Metropolitan Planning Organization (MPO) for Northwest Indiana, is responsible for conducting the federally required “3-C” transportation planning process for Lake, La Porte, and Porter Counties. This Unified Planning Work Program (UPWP) is a core planning document required by the United States Department of Transportation (USDOT). The UPWP is the approved work plan for the MPO staff, identifying planning tasks and activities to be conducted over the next two years. It is updated annually and amended as needed.

This UPWP is also a financial planning document linking resources and staff where they will be the most effective in responding to significant local and regional issues and resolving area-wide problems. This includes describing other planning, administrative, and program offerings of NIRPC as a council of governments. It also includes all environmental and economic development

planning and transit administration, which includes sub-grantee oversight to transit providers in our region, grant administration, and procurement.

The UPWP continues to balance, within the available resources, long and short-range planning and programming; special studies; data gathering, analysis, and dissemination; travel demand modeling; public involvement; and program administration. The UPWP attempts to address the major surface transportation issues facing our region and supports the necessary work required of an MPO in a Transportation Management Area. The UPWP is designed to maintain a certified continuous comprehensive, cooperative (“3-C”) transportation planning process in the context of connected planning processes for land use, economic development, and the environment.

About the UPWP

Required Elements

A driving influence in the development of this UPWP is the authorizing legislation for surface transportation. The most recent legislation is called the Infrastructure Investment and Jobs Act (IIJA). This legislation has continued the programs in the previous legislation called The Fixing America's Surface Transportation (FAST) Act.

NIRPC accomplishes transportation planning activities in an open, transparent, and inclusive process that complies with federal metropolitan planning regulations to maintain this region’s federal planning certification. According to the planning rule, NIRPC develops the three major required products of a metropolitan area transportation planning process: a UPWP (this document), a metropolitan transportation plan (MTP) with at least a 20-year horizon, and a short-range Transportation Improvement Program (TIP). The UPWP is organized by major activity and task and describes who will perform the work, the schedule for completing the work, the resulting products, the proposed funding, and a summary of the total amounts and sources of federal and matching funds. INDOT, FHWA, and FTA review the UPWP and other products of the planning process for compliance.

IIJA Section 11206 Expenditure for Complete Streets

IIJA §11206(b)(2) requires MPOs to expend not less than 2.5 percent of PL funds on Complete Streets activities. IIJA §11206(a) defines Complete Streets standards or policies as “...standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.”

Per the same statute, Complete Streets planning includes, but is not limited to, the following activities:

- (1) Adoption of Complete Streets standards or policies;
- (2) Development of a Complete Streets prioritization plan that identifies a specific list of Complete Streets projects to improve the safety, mobility, or accessibility of a street;
- (3) Development of transportation plans
 - (A) To create a network of active transportation facilities, including sidewalks, bikeways, or pedestrian and bicycle trails, to connect neighborhoods with destinations such as workplaces, schools, residences, businesses, recreation areas, healthcare and childcare services, or other community activity centers;
 - (B) To integrate active transportation facilities with public transportation service or improve access to public transportation;
 - (C) To create multiuse active transportation infrastructure facilities (including bikeways or pedestrian and bicycle trails) that make connections within or between communities;
 - (D) To increase public transportation ridership; and
 - (E) To improve the safety of bicyclists and pedestrians.
- (4) Regional and megaregional planning (i.e., multi-jurisdictional transportation planning that extends beyond MPO and/or State boundaries) that address travel demand and capacity constraints through alternatives to new highway capacity, including through intercity passenger rail; and
- (5) Development of transportation plans and policies that support transit-oriented development.

NIRPC is required to expend no less than \$40,529 in FY 2027 PL funding for Complete Streets planning. NIRPC will match this with 20% local funds. To meet this requirement, *Task 500.1 Active Transportation Planning* includes the maintenance and implementation of the region’s active transportation priority corridor plan, development of an Elevated trail feasibility study and Trail Oriented Development. A portion of these deliverables will be funded through the minimum 2.5% set aside for Complete Street planning.

Total FY27 PL/5303	Minimum 2.5% PL Expenditure for Complete Streets	NIRPC FY27 PL Expenditures for Complete Streets in Task 500.1
\$1,621,151	\$40,529	\$40,529

Additionally, this UPWP includes \$46,071 in carryover PL funding from FY 2026 which are also programmed to *Task 500.1 Active Transportation Planning*.

Total FY26 PL/5303	Minimum 2.5% PL Expenditure for Complete Streets	NIRPC FY26 PL Expenditures for Complete Streets in Task 500.1
\$1,842,837	\$46,071	\$46,071

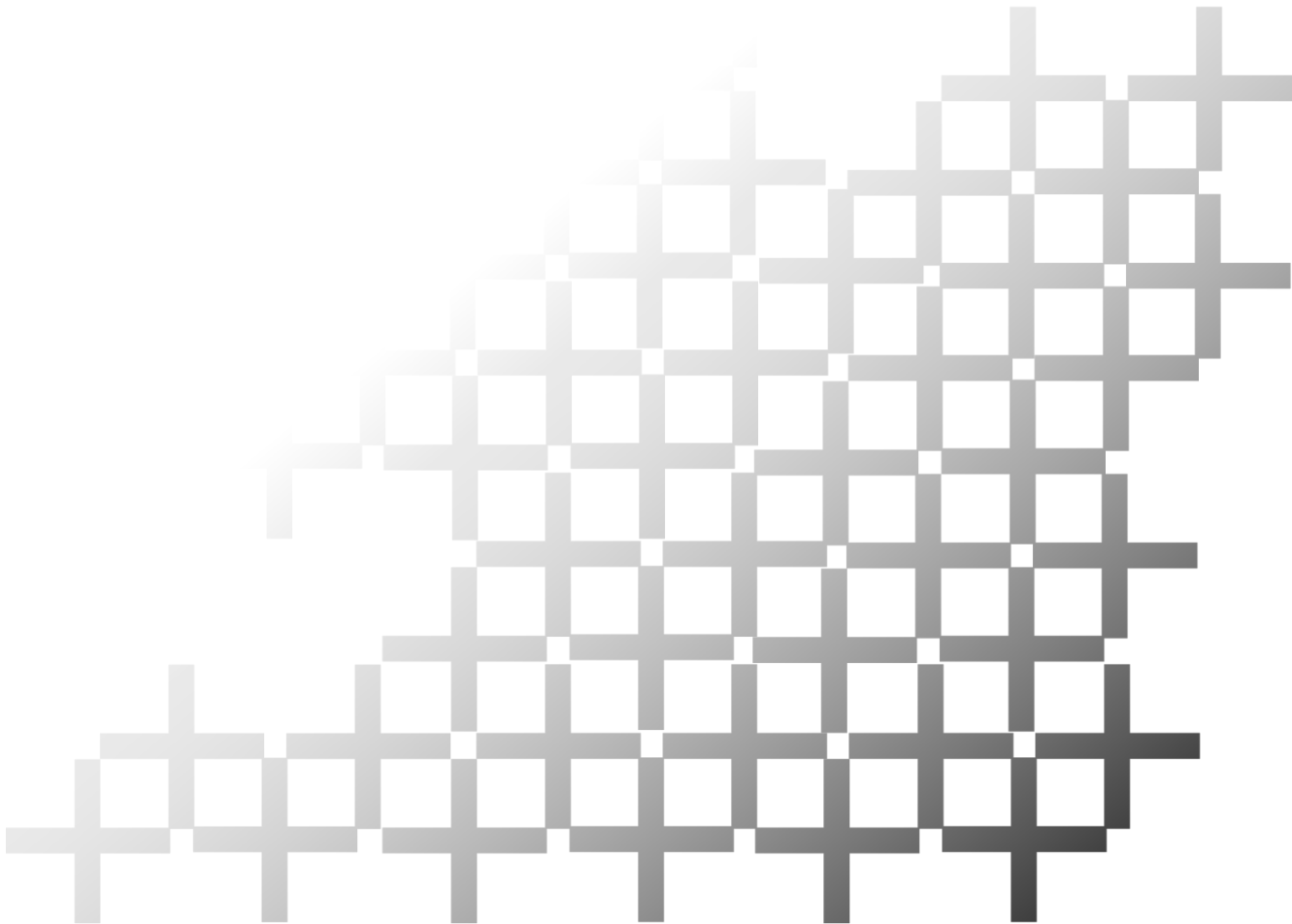
Public Participation

NIRPC’s planning activities are guided by its 2019 Public Participation Plan (PPP) [Engage NWI](#), the federally required PPP that enables NIRPC staff to ensure that it meets all federal requirements for public participation. *Engage NWI* is a guide that enables the public to engage with regional planning. *Engage NWI* promotes a meaningful exchange of ideas, identification of regional issues and solutions, and advancing of initiatives to achieve the vision for Northwest Indiana. In addition to detailing the technical aspects of public participation, it details the type of engagement expected when working with the public. The following chart defines every planning activity's corresponding engagement goal. This document uses the terms “Inform,” “Consult,” “Involve,” and “Collaborate” to define how NIRPC staff and the public interact to complete NIRPC’s ongoing planning work. NIRPC is committed to ensuring that 50% or more of all planning tasks fall into the “Involve” or “Collaborate” categories of participation.

Adapted from the International Association of Public Participation (IAP2) Public Participation Spectrum

Does the task require?	Active participation methods			
	Inform	Consult	Involve	Collaborate
Engage NWI goal:	Provide the public with objective information and assist their understanding of regional challenges, options, opportunities, or solutions.	Obtain feedback on regional planning tasks, analyses, or prior to policy making.	Work directly with the public and stakeholders throughout the planning process to ensure concerns and ideas are consistently understood and considered.	Partner with the public and stakeholders in every aspect of the planning process, from project scoping through the adoption of plans or policies.
Engage NWI promise	Keep the general public and stakeholders informed.	Keep the public informed. Listen and acknowledge concerns and ideas and provide the public with a report on how input shaped outcomes.	Work with the public and stakeholders to ensure goals and ideas are directly reflected in planning work as much as possible and report on how input shapes outcomes.	Work with the public and stakeholders to inform planning work from the start at project scoping to understand issues, generate solutions, and incorporate feedback to shape outcomes.
Involvement methods / tools may include:	Website, social media, newsletters, multi-language publications, press releases, mailings, live streaming, white papers, or fact sheets.	Activities listed in “Inform” plus surveys, comment forms, webinars, or formal meetings	Activities listed in “Consult” plus focus groups targeted outreach to meet people where they are, such as “Out and About” or “Pop-up Events.”	Activities listed in “Involve” plus task forces, charrettes, keypad polling, and working groups
When goal will be selected:	The “Inform” level of participation will be used for technical documents, but the methods will be used frequently to communicate regularly with the public	The “Consult” level of participation will be used less frequently, but the methods will be used when needed.	The “Involve” method will be used frequently, and the methods as well.	The “Collaborate” method will be used frequently with major planning processes.

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Metropolitan Planning Activities and Tasks

100 | Administration and Public Participation

Salaries and Overhead*					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$65,691	\$219,676	\$337,904	\$337,904	\$961,174
Non-Federal	\$16,423	\$54,919	\$84,476	\$84,476	\$240,294
Total	\$82,114	\$274,595	\$422,380	\$422,380	\$1,201,468

FY 2027 Non-Salary direct expenses such as professional development, travel, copies, and printing for all task groups are budgeted under 100

Professional Development, Printing, Travel					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$0	\$0	\$44,696	\$44,696	\$89,392
Non-Federal	\$0	\$0	\$11,174	\$11,174	\$22,348
Total	\$0	\$0	\$55,870	\$55,870	\$111,740

100.1 | Planning Management + Administration

Description: Overall management of NIRPC’s planning program including management of staff and administration of resources to fulfill MPO functions. This includes:

- Direction and oversight of staff work including internal staff meetings, performance reviews, timesheet management and approvals, and QA/QC of work products.
- Administration of committees: the production and distribution of agendas, minutes, and meeting materials and the communication functions of Administrative Assistants.
- Compliance oversight of sub-grantees, consultants, and LPAs receiving clean vehicle grants from the state.
- Includes budget for printing.
- FY 27 includes management of the 2027 MTP Update.

Timeline: Ongoing

Responsible Parties: Thomas Vander Woude, Kathy Luther, NIRPC Administrative Staff

Deliverables: Agendas, minutes, and supporting materials for Board meetings, Transportation Committee meetings, quarterly Transportation Resources Oversight Committee meetings, quarterly Economy and Place Committee meetings, and quarterly Environmental Committee meetings. Internal personnel-related documents.

100.2 | Public Participation and Engagement

Description: Implementation of NIRPC’s Public Participation Plan, *Engage NWI*, which includes the public participation requirements for MPOs found in the federal metropolitan planning regulations. This task includes drafting and posting official public notices, maintaining the NIRPC website and social media

accounts, developing and distributing an electronic newsletter approximately monthly, communicating with the public via the NIRPC website and social media accounts, maintaining up-to-date contact lists and accessible meeting locations, providing alternative formats when requested. This task also includes staff participation in relevant regional events to educate and engage stakeholders. FY 27 includes significant public engagement in the development of the 2027 MTP Update.

Timeline: Ongoing

Responsible Parties: Tom Vander Woude, Mitch Barloga, Grace Benninger, Jen Birchfield, Kathy Luther, Meredith Stilwell, Stephen Hughes

Deliverables: Updates to *Engage NWI*, as needed; public notices; social media posts; public and stakeholder meetings; NIRPC website content, electronic newsletter, up to date contact lists; meeting recordings posted to YouTube; marketing and promotional materials for distribution and use at public meetings.

100.3 | Title VI Program Management

Description: Activities to ensure that NIRPC and partner Local Public Agencies (LPA) in our region comply with Title VI of the Civil Rights Act of 1964. Staff will coordinate work products internally across tasks to ensure that programs and projects adhere to the principles of non-discrimination and ensure the MPO's nondiscrimination self-certifications remain accurate. Additionally, this planning task will also include work to continuously expand outreach efforts to potentially disadvantaged populations. As needed, staff will offer technical assistance to those LPAs that need assistance in completing this requirement for the development and implementation of a Title VI Plan.

Timeline: Ongoing. Updated Title VI Plan to be completed by December 2026.

Responsible Parties: Tom Vander Woude, Mitch Barloga, Grace Benninger, Charles Bradsky, Eman Ibrahim, Planner, Scott Weber, Stephen Hughes

Task Deliverables: Technical assistance as needed, robust public outreach, coordination of NIRPC projects in relation to Title VI, community needs and outreach, inclusion of all communities in the transportation planning process in Northwest Indiana, Title VI Plan update.

100.4 | Americans with Disabilities Act Program Management

Description: As needed assistance to LPAs to achieve compliance with ADA transition planning requirements activities. This could include review of ADA transition plans, distribution of resources from INDOT/USDOT, or training.

Timeline: Ongoing

Responsible Parties: Ann Weitgenant

Task Deliverables: Technical assistance as needed.

100.5 | UPWP Development + Management

Description: Development and management of the UPWP and amendments and completion of all quarterly and annual reporting. The UPWP includes planning activities to implement *NWI 2050+* and its successor,

as well as applicable laws and regulations to support the federally required 3C transportation process for MPOs as outlined in metropolitan planning regulations.

Timeline: FY 26 annual completion report completed by September 2026; FY 27 annual report completed by September 2027; Quarterly reports completed quarterly; FY 2028 UPWP adopted April 2027.

Responsible Parties: Tom Vander Woude, Talaya Jones, Eman Ibrahim

Deliverables: UPWP Amendments as necessary, FY 26 and FY 27 annual completion reports, Quarterly Reports, FY 2028 UPWP.

100.6 | Partner and Peer Agency Coordination

Description: Coordinated implementation of MPO functions with the public, partners, stakeholders, and state, federal, regional, and local agencies. Task includes:

- Participation in meetings with partners on transportation topics and subjects with linkages to NWI's transportation network throughout the year. Examples include the MPO Council in Indianapolis, Indiana Department of Transportation (INDOT), Chicago Metropolitan Agency for Planning (CMAP), Northeastern Illinois Regional Transportation Authority (RTA), Ports of Indiana, etc.
- Negotiation of FTA Funding split between NWI and Northeastern Illinois.
- Task budget includes funds budgeted for staff travel to external meetings.

Timeline: Ongoing

Responsible Parties: NIRPC staff

Deliverables: Various meeting materials.

100.7 | Professional Development

Description: Registration and travel expenses for staff participation in professional development activities including state and national conferences, online workshops and webinars. Staff will attend the annual Indiana MPO Conference, Purdue Road School, American Planning Association state and national conferences, and other training opportunities on subjects related to the activities in the UPWP. Task budget includes funds for organizational dues.

Timeline: Ongoing

Responsible Parties: NIRPC staff

Deliverables: Professional development through attendance at relevant events.

200 | Data Collection and Analysis

Salaries and Overhead					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$38,817	\$129,808	\$199,670	\$199,670	\$567,967
Non-Federal	\$9,704	\$32,452	\$49,918	\$49,918	\$141,992
Total	\$48,522	\$162,261	\$249,588	\$249,588	\$709,958

200.1 | Planning Data Collection and Management

Description: Collect, update, and manage data relating to all aspects of metropolitan planning and decision-making. Includes data to support performance-based planning, congestion management, economic and land use development, safety, transit planning, environmental enhancement and energy conservation, community development, and transportation mobility studies, corridor planning. This also includes the field data collection and processing of vehicle, bicycle, and pedestrian counts. Additionally, design, maintain, and update a centralized GIS database to ensure data accuracy and integrity. Fulfill data requests and produce thematic maps for NIRPC staff and partners.

FY 27 will include significant collection and formatting of data for the 2027 MTP Update.

Task includes:

- Downloading data from public sources.
- Coordinating with partners, including INDOT, LPAs, transit providers, etc., to obtain data.
- Field collection of traffic counts and bicycle trail counts.
- Data cleaning and verification.
- Data storage structure with standardized formatting and organizing data sets.
- Publication of data on a web-based platform.
- Manage the storage of GIS data online and within NIRPC’s server network.
- Presentations on data releases, insights, and regional trends to NIRPC committees, external partners, and the public.
- Provision of data to NIRPC members and external partners.

Specific data sources include:

- U.S. Census Bureau
- Indiana State Police’s (ISP) Automated Exchange Automated Reporting Information Exchange System (ARIES)
- INDOT Traffic Data
- HPMS - Bureau of Transportation Statistics’ (BTS) National Transportation Atlas Database (NTAD)
- FTA’s National Transit Database (NTD)
- Federal Railroad Administration
- National Performance Management Database Research Data Set (NPMRDS)
- IndianaMap
- Indiana Spatial Data Portal
- IDLGF Real Property Database

- USGS National Land Cover Database (NLCD)
- Raw bicycle and pedestrian counts

Timeline: Ongoing

Responsible Parties: Ishan Parekh, Grace Benninger

Deliverables: Formatted data sets for NIRPC work products, metadata documentation, customized data sets provided to NIRPC members and external partners, presentation materials, a data dictionary and data request log.

200.2 | Planning Data Analysis + GIS Support Services

Description: Complete data querying, analysis, and visualization using GIS to explore regional trends. Share and deploy GIS data, tools, and analysis to support NIRPC's UPWP activities. Oversee Esri licensing, software, and user management. Monitor ArcGIS Online credits and content usage.

Tasks include:

- Analyze transportation, land use, demographic, environmental, economic, and other data as needed to support the transportation planning and programming process in NWI.
- Prepare maps, tools, and other GIS products to support NIRPC planning activities, partner initiatives, etc.
- Expand and improve upon data availability through web-based platforms. Continue to update and maintain online datasets and dashboards.
- Identify and map traditionally underrepresented populations protected by NIRPC's Title VI Program to diversify public engagement in the transportation planning process.
- Assist in the creation of socioeconomic forecasts using population, employment, land use, travel, and congestion data to comply with NIRPC's Metropolitan Transportation Plan (MTP) federal requirements.
- Manage GIS software license generation, authorization, and user management.
- Tracking GIS software maintenance status and costs, ensuring licenses do not expire, and managing annual renewals.
- Participate in regional and state GIS user groups and organizations to develop Northwest Indiana-specific GIS goals.
- Advocate for regional GIS collaboration, interagency data sharing, and fulfill data requests.
- FY 27 will include significant collection and formatting of data for the 2027 MTP Update.

Timeline: Ongoing

Responsible Parties: Grace Benninger

Deliverables: Online sharing of maps and data products. Documented workflows for recurrent planning analyses. Utilization of the latest available planning assumptions. Budget for GIS software and storage. Coordinated data sharing practices.

200.3 | Performance-based Planning Activities

Description: Implementation of the performance-based planning framework from *NWI 2050* and *NWI 2050+*, and its successor MTP update in compliance with USDOT Performance Based Planning and Programming requirements. Specific tasks include:

- Monitoring of the measures and target setting to comply with USDOT requirements.
- Monitoring and analysis of regional data metrics.
- Sharing performance measure data and target progress on the regional performance measure dashboard on the NIRPC website and in technical presentations to NIRPC committees.
- Presenting resolutions with updated performance measure targets to the Transportation Committee and the NIRPC Executive Board/Full Commission.
- Coordinating with INDOT on the development of the CMAQ Performance Plan Full Performance Period Progress Report due October 1, 2026.
- Coordinating with INDOT on the development of the Safety (PM1), Infrastructure Condition (PM2), and System Performance, Freight, and CMAQ Emissions (PM3) 2 and 4-year performance measure target setting due in August 2026 for INDOT and February 2027 for NIRPC.
- Coordinating with INDOT, IDOT, and CMAP on the development of the CMAQ Congestion UZA-wide performance measures (PM3) due by October 1, 2026, as part of the CMAQ Performance Plan.
- Formulating strategies to track and implement any new or updated performance measures included in the updated 2050 MTP.
- Contributing to the performance measure sections in other required documents such as the Transportation Improvement Program, Transit Asset Management Plan, and Public Transportation Agency Safety Plans.

Timeline: Ongoing; safety performance measure targets set annually; performance measure presentations delivered to committee annually; Performance Measures Dashboard Updates – at least quarterly. CMAQ Performance Plan Full Performance Period Progress Report completed by October 1, 2026. Safety (PM1), Infrastructure Condition (PM2), and System Performance, Freight, and CMAQ Emissions (PM3) 2 and 4-year performance measure target setting completed by February 2027. CMAQ Congestion UZA-wide performance measures (PM3) completed by October 1, 2026.

Responsible Parties: Scott Weber, Grace Benninger

Deliverables: CMAQ Performance Plan 2022-2025 Full Performance Period Progress Report, updated 2050 MTP with system performance report and FY 2028-2032 TIP with performance measure section, adoption resolutions, website content including Performance Measures Dashboard Updates.

200.4 | Congestion Management

Description: Fulfill the requirements for a Transportation Management Area (TMA) by ensuring that planning and programming activities carried out by NIRPC and its local partners consider congestion reduction where possible. Continue to pursue an operation-oriented approach to the congestion management process.

This task includes:

- Performing objective and quantitative evaluation of congestion within the NIRPC region.
- Monitoring congestion-related data and including congestion-related performance measures on the Annual Performance Dashboard.
- Administering and updating, as necessary, *MOVE NWI* (the Congestion Management Process for NWI).

- Evaluating new TIP project applications and periodic *NWI 2050+*/TIP Amendment projects with *CMP MOVE NWI*.
- Coordinating with project sponsors and stakeholders on ensuring that their projects adhere to *MOVE NWI* as applicable.
- Ensuring that *MOVE NWI* strategies are incorporated into the content of the updated 2050 MTP and that any new congestion-related strategies as part of the updated 2050 MTP are incorporated into *MOVE NWI*.

Timeline: Ongoing; populating *MOVE NWI* with the latest available data will be completed by March 31 each year for the previous year.

Responsible Parties: Scott Weber

Deliverables: TIP application and periodic *NWI 2050+*/TIP Amendment project reviews, annual updates to *MOVE NWI*.

200.5 | Travel Demand Modeling

Description: Maintain regional Travel Demand Model, which was updated in 2024 with a 2019 Base Year, 2050 Horizon Year, and interim years every 5 years. The computationally rigorous travel demand model allows NIRPC to support planning and programming activities by identifying the need for and impact of plans and projects. The results of modeling help meet federal requirements of air quality conformity and assist NIRPC stakeholders in evaluating some localized travel impacts of projects. This task includes:

- Formulating a new 2023 Base Year of the Travel Demand Model.
- Updating socioeconomic forecasts and resulting model runs for 2050 horizon year and interim years of 2025, 2030, 2035, 2040, 2045, and 2050.
- Validating NIRPC Travel Demand Model using HPMS VMT data.
- Responding to modeling requests from INDOT, Local Public Agencies, and other planning partners.
- Performing model runs for the required years and model network scenarios for the 2050 MTP update, FYs 2028-2032 TIP development, and other new plans or amendments to existing plans as necessary.

Timeline: Ongoing

Responsible Parties: Scott Weber, Grace Benninger

Deliverables: New 2023 Base Year Model. Updated horizon and interim year models with newly developed socioeconomic forecasts. Validation reports of NIRPC Travel Demand Model; emailed responses to INDOT, Local Public Agencies, and other planning partners on modeling requests; report of how many and which modeling requests have been answered on the NIRPC website; preparation of new project scenarios as necessary during 2050 MTP update and FY 2028-2032 TIP development.

200.6 | Air Quality Conformity

Description: Meet the federal requirements for Air Quality Conformity as they apply to MPO planning and programming for an air quality non-attainment or maintenance area. The task will show that NIRPC fulfills these requirements by only planning and programming projects within motor vehicle emissions budgets and other required parameters. This task includes:

- Discussing with ICG members about MTP/TIP amendments that may require official

conformity actions.

- Adhering to the Indiana Air Quality Conformity Interagency Consultation Group Guidance.
- Preparing Air Quality Conformity Determination Analysis for 2050 MTP update, 2028-2032 TIP, and any amendments as necessary.
- Ongoing monitoring of the latest EPA designations for non-attainment or maintenance status.
- Ongoing monitoring of the latest USDOT or EPA requirements for conformity and training/resources that are offered.
- Managing and updating deployment of EPA MOVES Model as necessary.

Timeline: Ongoing

Responsible Parties: Scott Weber, Grace Benninger

Deliverables: NIRPC Transportation Committee and Executive Board/Full Commission approval of Air Quality Conformity Analysis for 2050 MTP update and FY 2028-2032 TIP, periodic publication of Air Quality Conformity Determination Analyses for other amendments as necessary; report documents on the NIRPC website.

300 | Short-Range Planning

Salaries and Overhead					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$47,775	\$159,764	\$245,748	\$245,748	\$699,036
Non-Federal	\$11,944	\$39,941	\$61,437	\$61,437	\$174,759
Total	\$59,719	\$199,705	\$307,185	\$307,185	\$873,795

Contractual - RTIP Software					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
STBG Flex	\$0	\$44,629	\$46,107	\$46,562	\$137,298
Non-Federal	\$0	\$11,157	\$11,527	\$11,640	\$34,325
Total	\$0	\$55,787	\$57,634	\$58,202	\$171,623

300.1 | Transportation Improvement Program Development

Description: Produce the 2028-2032 TIP document *Invest NWI*. Coordinate with state and federal partners to ensure approval of NIRPC's TIP. This includes:

- Solicit feedback from NIRPC committees on the 2028-2032 NOFA.
- Update project selection criteria for 2028-2032 TIP NOFA to ensure the following:
 - Consistency with current MTP.
 - Consistency with TAM Plan.
 - Priority of projects in identified Transit Oriented Development.
 - Consistency with Title VI.
 - Consistency with Safe Streets & Roads for All and Vision Zero.
 - Other Regional, State, and Federal Priorities.
- Provide technical assistance to transit operators and LPAs.
- Develop 2028-2032 NOFA documents and present to NIRPC committees and Board for approval.
- Maintain online/digital TIP (RTIP), adding projects from the NOFA after approval.
- Maintain a good working relationship with LPAs, transit operators, INDOT, FHWA, and FTA.
- Coordinate with INDOT to program projects.

Timeline: Task is ongoing. Timelines for specific elements are as follows:

- Publish NOFA Q1 FY 2027
- Review and select projects Q2-Q3 FY 2027
- Public review and adoption of TIP Q3-Q4 FY 2027

Responsible Parties: Charles Bradsky, Stephen Hughes, Ann Weitgenant

Deliverables: NOFA-related documents, adoption resolutions and presentation materials; updates to the online/digital TIP (RTIP).

300.2 | TIP Management

Description: Staff will coordinate with LPAs, transit operators, state and federal agencies and complete periodic amendments and modifications to the TIP to maintain a fiscally constrained five-year multi-modal investment program reflecting the vision and goals of *NWI 2050+*, implement the performance-based planning framework, adhere to air quality conformity rules, and utilize a robust and transparent public participation process. Staff will complete all required reports. This task includes:

- Organize and conduct Local Quarterly Tracking meetings.
- Process TIP amendments and administrative modifications quarterly with additional amendments or modifications as necessary.
- Maintain a current Employee in Responsible Charge (ERC) list for each LPA.
- Publish a list of federal funding obligations, known as the Annual List of Obligated Projects. (ALOP), within the timeline from US DOT and INDOT.
- Maintain e-TIP contract for development/improvements to R-TIP.
- Document the number and percentage of projects let for construction per program year as originally published in the TIP.

Timeline: Task is ongoing. Timelines for specific elements are as follows:

- Organize and conduct Local Quarterly Tracking meetings. 30 – 45 days following the close of the SFY quarter (Q1: Oct 30-Nov 15; Q2: Jan 30-Feb 15; Q3: Apr 30-May 15; Q4 July 30-Aug 15).
- Process TIP amendments at least quarterly and administrative modifications as needed.
- Publish a list of federal funding obligations, known as the Annual List of Obligated Projects. (ALOP), within the timeline from US DOT and INDOT. Due September 30.
- Document the number and percentage of projects let for construction per program year as originally published in the TIP (Annual Letting Report). Due September 30.

Responsible Parties: Charles Bradsky, Stephen Hughes, Ann Weitgenant

Deliverables: TIP amendments and administrative modifications, Local Quarterly Tracking meeting materials and reports, adoption resolutions and presentation materials, annual letting report, Annual List of Obligated Projects (ALOP).

300.3 | Environmental Red Flag Investigations

Description: Early coordination with LPAs for local projects. NIRPC will send letters to LPAs informing them that a Red Flag Investigation will be needed following NOFA. The trigger will be a DES number assigned to a project. NIRPC will continue to review and complete Red Flag Investigations, as needed, in response to early coordination letters.

NIRPC will work with LPAs to encourage early investigation of environmental and natural resource considerations associated with projects in the TIP during the planning and scoping phases to minimize impacts and maximize the environmental benefits for mitigation efforts and identify opportunities to implement NIRPC's Living Streets Policy. NIRPC staff will work with Indiana Dunes National Park to identify a process for consultation regarding TIP-selected projects.

Timeline: Ongoing

Responsible Parties: Kathy Luther, Charles Bradsky, Jennifer Birchfield, Candice Eklund

Deliverables: Preliminary RFI review with LPAs as part of project scoping before NOFA submission, project

tracking spreadsheet, early coordination letter reviews, Red Flag Investigations and comments as needed, RFI data posted on ArcGIS online, Natural Resource Planner will maintain certification through completion of INDOT NEPA/CE Refresher Training when offered.

400 | Long-Range Planning

Salaries and Overhead					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$83,607	\$279,587	\$430,059	\$430,059	\$1,223,313
Non-Federal	\$20,902	\$69,897	\$107,515	\$107,515	\$305,828
Total	\$104,508	\$349,484	\$537,574	\$537,574	\$1,529,141

Contractual - Sensible Tools Handbook Workshops					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$1,405	\$4,000	\$0	\$0	\$5,405
Non-Federal	\$351	\$1,000	\$0	\$0	\$1,351
Total	\$1,756	\$5,000	\$0	\$0	\$6,756

400.1 | MTP Development and Maintenance

Description: NIRPC will develop and maintain a long-range Metropolitan Transportation Plan (MTP) in accordance with the Infrastructure Investment and Jobs Act, Pub. L. 117-58 (Nov. 15, 2021).

NIRPC will amend its existing MTP *NWI 2050+* as needed to incorporate project changes, air quality conformity determinations, performance measure targets, and in response to local, regional, state, or federal priorities.

In FY 27, NIRPC will complete the required four-year update of its MTP. Activities to be undertaken include data collection, outreach to committees and stakeholders, extensive public involvement meetings and engagements, solicitation, review, and selection of regionally significant projects, updating of socioeconomic forecasts, development of a financial plan, and updating of a system performance report.

Timeline: Ongoing. MTP update work began Q1 of FY 26 and will continue into FY 27 with anticipated adoption of MTP update by June 2027.

Responsible Parties: NIRPC Staff

Deliverables: *NWI 2050+* amendments as needed; Updated MTP document.

400.2 | MTP Implementation, FY 2027 & 2028

Description: Study, research, plan, and implement the vision and strategies of the long-range plans for the MPO. During FY 2027, work will continue on tasks begun in prior years, specifically related to TOD and NIRPC's *Sensible Tools Handbook+*. During FY 2028, this task will be adjusted to reflect new implementation priorities identified in the 2027 MTP update.

This task will be focused on two main subtasks:

400.2.1 Transit-oriented Development (TOD) :

The TOD subtask aims to bring vitality and livability to transit station areas and corridors. The activities of

this subtask will support the implementation of NWI 2050+ and its strategies and promote economic development in the region. It supports linking transportation investments with land use decisions within the region.

Activities include:

- Participate in the Regional Development Authority (RDA) Transit Development District Steering Committee and other meetings to coordinate TOD planning activities with the RDA and the Northern Indiana Commuter Transportation District (NICTD).
- Identify high-priority TOD planning and implementation projects to improve accessibility and ensure equitable outcomes.
- Coordinate, review, and score the NOFA applications for TOD planning and implementation.
- Manage TOD plans/ implementation funded by NIRPC
- Provide technical assistance for TOD planning.

Deliverables:

- TIP project selection criteria for projects that support TOD
- Technical assistance for and review of projects submitted to NIRPC under the TOD category of the TIP
- Coordinated Regional TOD activities with the Regional Development Authority (RDA), Northern Indiana Commuter Transit District (NICTD), and public bus agencies.

Timeline: To be completed by June 30, 2027

400.2.2 *Sensible Tools Handbook+* Outreach and Training

The *Sensible Tools Handbook+*, adopted by NIRPC in 2023, is an innovative tool to assist government officials, planning commissions, planners, and community developers make sensible decisions regarding future development needs. The 2023 *Sensible Tools Handbook+* is a continuation of the NIRPC 2007 *Sensible Tools Handbook for Indiana*, which carries on the same goal and remains a tool for local leaders to balance the current needs of their community and goals for the future sensibly. The 2023 handbook supplements the broad suite of planning tools and best practices to address new planning opportunities and challenges. The 2023 Handbook tools and best practices help educate planners, developers, and community leaders about community expectations for future development and best practices and guide municipal partners on land use, zoning, transportation, environment, and supportive policies.

Activities include:

- Introduce and present the Handbook to local government planners, elected and appointed officials, developers, and Purdue Extension planning staff.
- Plan and deliver a series of training workshops for planning commissioners, sustainability commissions, and elected officials.
- Engage in outreach and communications for report and training opportunities.
- To be completed by June 30, 2027.

Deliverables:

- Workshops for planners, commissioners, and elected and appointed officials.
- Presentations to various local government agencies.

Timeline: To be completed by June 30, 2027.

Responsible Parties: Eman Ibrahim, Kathy Luther, Consultant (for Sensible Tools Handbook Workshops)

400.3 | Regional Land Use Planning

Description: Support community-based transportation and land use projects that bring vitality to downtown areas, neighborhoods, transit station areas, commercial cores, and transit corridors. Identify land use patterns needed for regional planning to address the relationship to all modes of transportation. Identify studies and planning activities of development and redevelopment projects that achieve connected development patterns linking transportation, housing, jobs, and services and maximize the development potential of existing infrastructure and regional facilities.

Outline an implementation plan and actions needed to accomplish the goals and objectives of the Land Use and Housing section of the *MTP Update*. The Implementation plan will include tasks and actions from the scope to the budget. It will include implementing regional strategies that link transportation, land use planning, and economic development considerations. Develop a framework that provides regional consistency on issues of common importance and functional compatibility while allowing individual entities to retain their individual and autonomous authority. Provide support to the Economy and Place Committee. Examine housing affordability and identify housing needs at the regional level. Modify and develop criteria for the NOFA applications and manage the NOFA applications of planning, TOD, and quality of place. Participate in and contribute to local governments planning activities, including technical assistance as needed by designation of a Transit Development District (TDD) committee established by the Regional Development Authority (RDA).

Activities:

- Identify opportunity areas within the region.
- Continue to perform housing analysis and identify housing needs at the regional level.
- Create a community housing snapshot.
- Access to parks and open space.
- Continue to track population, housing, and jobs data in walkable and transit areas.
- Continue to identify corridors that could be re-envisioned according to the principles of corridor urbanism. That could include higher density transit nodes, mixed-use infill, secondary street network, and managed access management.
- Develop favorable planning and regulatory practices for middle and high-density development at appropriate locations.
- Continue to staff and support the Economy and Place Committee
- Continue to support linking transportation investments with land use decisions in NWI.
- Continue to update the regional existing and future land use maps as well as the zoning map.
- Continue to provide local governments with technical assistance.
- Review and evaluate Corridor planning, regional land use plans, and TOD activities.
- Participate in training, learning sessions, and conferences on the topics of land use planning, transportation, TOD, Corridor planning, and housing.

Timeline: Task is ongoing. Economy and Place Committee meets quarterly.

Responsible Parties: Eman Ibrahim

Deliverables: Four meetings of the Economy and Place Committee held quarterly. Analysis, data, and best practices compiled in slideshows, handouts, and other formats and presented to the Economy and Place Committee for review and discussion:

- Identified corridors suitable to the Corridor Urbanism concept, including higher density transit nodes, mixed-use infill, secondary street network, and managed access management.
- Recommendations for the NOFA planning and construction projects. This is an ongoing activity.

- Local government assistance activities.
- Updated Land Use and Housing section of the MTP Update.
- Outlined an implementation plan and actions needed to accomplish the goals and objectives of the Land Use and Housing section of the MTP Update.

400.4 | Surface Transportation Planning

Description: Study, research, plan, and implement the improvement of the surface transportation network within the region for roadway corridors, Intelligent Transportation Systems, and safety and security. This includes:

- Incorporating relevant corridor studies, surface transportation plans, Intelligent Transportation Systems, and Functional Classification information into 2050 MTP update.
- Convening stakeholders impacted by INDOT's corridor studies and its associated projects to educate Local Public Agencies and other stakeholders about opportunities to incorporate their expectations into the INDOT projects.
- Actively participating in INDOT's Statewide Corridor Planning Study.
- Occasionally presenting NIRPC 2016 Regional Corridors Study to the Transportation Committee and raising awareness of the study to stakeholders and the public.
- Implementing *NWI 2050*, *NWI 2050+*, and 2050 MTP update as related to surface transportation and corridor planning issues.
- Participating in regional and statewide Traffic Incident Management (TIM) efforts and trainings.
- Intelligent Transportation Systems:
 - Meeting the federal requirements for Intelligent Transportation Systems (ITS) as they pertain to a Transportation Management Area (TMA).
 - Fulfilling the requirements for a Regional ITS Architecture and the monitoring, updating, and implementing that Regional ITS Architecture.
 - Keeping the Regional ITS Architecture current.
 - Educating ITS project sponsors about their requirements for a system engineering analysis.
- Functional Classification:
 - Continually updating the Functional Classification map and ensuring its visibility on the NIRPC website.
 - Proactively recommending corridors to be reclassified.
 - Responding to community requests for Functional Reclassification.

Timeline: Task is ongoing. Ongoing. FY 2027 will focus on including surface transportation elements into the development of the 2050 MTP update; FY 2028 will focus on implementing 2050 MTP Update.

Responsible Parties: Scott Weber

Deliverables: Incorporation of surface transportation elements including corridor studies and plans into 2050 MTP update. Updated Regional ITS Architecture. Updated Functional Classification Map. Periodic social media posts on NIRPC participation with stakeholders and members of the public about corridor studies, Traffic Incident Management (TIM), and other surface transportation-related plans.

400.5 | Environmental Linkages Planning

Description: Identify areas in which transportation planning and the environment intersect in the region. Plan for enhancement and mitigation opportunities. Facilitate transportation planning coordination with environmental and natural resource planning partners. Ensure that NIRPC's long-range transportation plans are consistent with environmental resource agency plans. General environmental mitigation planning and coordination with regulatory agencies will be included in this task. Identify transportation infrastructure vulnerability to hazardous weather events and best practices to improve resiliency to natural disasters. Task includes:

- Coordinate planning with agencies and conservation partners on transportation-related environmental issues in rights-of-way such as invasive species management, native landscaping and trees, and stormwater runoff.
- Continue participating in agency and partner efforts to understand wildlife mortality, map aquatic passage barriers, and identify practices or projects to reduce impacts.
- Encourage and assist local governments in inventorying, planning, maintaining, and expanding a robust tree canopy, emphasizing appropriate species for safety along streets.
- Maintain mapping and analysis of natural resources that underlay the region's transportation infrastructure.
- FHWA Vulnerability Assessment Guidance
- Work with staff at IDNR In-Lieu Fee Mitigation Program to identify opportunities for MPO programming and planning activities to prioritize locations for restoration (re-establishment and rehabilitation), establishment, enhancement and/or preservation of aquatic resources and upland habitat buffer.
- Participate in the development of the Environmental element of the MTP.
- Identify appropriate performance measures and metrics for this task.

Timeline: Task is ongoing.

Responsible Parties: Kathy Luther, Jennifer Birchfield

Deliverables: Report summarizing conclusions and any next steps from conversations with In-Lieu fee program staff. Regional maps of transportation infrastructure prone to frequent flooding, culvert blockage, or water ponding.

400.6 | Planning for Resiliency

Description: This task will evaluate the resiliency of the transportation network as it relates to environmental and other disruptive influences. It includes:

- Work with Drive Clean Indiana, NIPSCO, and INDOT to grow EV infrastructure and promote EV transition.
- Maintain and Update Regional Emissions Inventory.
- Monitor and analyze performance, emission change, and carbon sequestration over time.
- Provide technical support to local governments toward developing and implementing local resiliency plans.
- Support outreach and training related to resiliency related portions of the Sensible Tools Handbook+.
- Monitor and analyze the implementation of best practices in emission reduction, emission mitigation, risk reduction, and resilience adaptation.
- Analyze the impacts of weather events on transportation infrastructure and plan for adaptation.
- Support LGAs in resiliency and adaptation planning efforts.

- Continue working with LPAs and conservation partners to encourage using vegetative tree buffers to reduce health risks from roadside emissions and increasing hot weather events.
- Identify adaptation targets and requirements for NIRPC-funded local transportation projects.

Timeline: Ongoing.

Responsible Parties: Kathy Luther, Jen Birchfield, Scott Weber, Eman Ibrahim

Deliverables: Updated Regional Emission Inventory.

400.7 | Freight Planning

Description: Implement the freight recommendations from *NWI 2050* and *NWI 2050+*, convening stakeholders, producing regional and corridor-level plans, recommending projects, and supporting stakeholder efforts to improve the impact of freight on the economy as well as mitigate its negative impacts on communities and the environment.

- Incorporating content from the *NWI 2050+* Freight Chapter with relevant updates into the development of the 2050 MTP update.
- Engaging freight stakeholders to oversee the Freight Chapter of the 2050 MTP update and implementing its strategies and recommendations.
- Developing and maintaining relationships with regional freight stakeholders to identify regional freight issues and planning needs and opportunities.
- Participating with Conexus Indiana, INDOT, and other statewide freight stakeholder groups.
- Assisting INDOT with the 2027 Statewide Multimodal Freight and Mobility Plan, specifically as issues pertain to the NIRPC region.
- Disseminating information about MPO-related USDOT funding opportunities for freight projects to stakeholders.
- Implementing the NIRPC Truck Parking Study.
- Formulating a plan to update NIRPC's 2012 At-Grade Crossings Study.

Timeline: Ongoing. FY 2027 will focus on developing the Freight Chapter of the 2050 MTP update. FY 2028 will focus on implementing the 2050 MTP update as it relates to freight.

Responsible Parties: Scott Weber

Deliverables: Completed Freight Chapter in the 2050 MTP update. Updating the freight section of the NIRPC website. Periodic social media posts about NIRPC's freight efforts and participation with freight stakeholders.

400.8 | Safety Planning

Description: NIRPC has been awarded a \$400,000 federal *Safe Streets and Roads for All* grant to hire a planning and/or engineering consultant to develop a Regional Safety Action Plan. NIRPC staff will manage this grant and the development of the Regional Safety Action Plan. Specific tasks for this project to be completed by NIRPC staff will include: collection, formatting, and analysis of crash data, development and distribution of a Request for Proposals, reviewing and scoring proposals and selecting a consultant, preparing a contract and presenting it to NIRPC committees and Board for approval, consultant management, facilitating and participating in a steering committee, participation in public meetings, review of deliverables, and management of the grant, including submittal of required progress reports,

reimbursement requests, and other required documentation. Note: staffing and policy changes at the USDOT delayed the beginning of this project, so the bulk of the work is now expected to take place in FY 27.

Timeline: Consultant selection and contract expected to take place in Q3 and Q4 of FY 26; Planning activities including public engagement to take place during FY 27 with the plan to be completed in FY27.

Responsible Parties: Grace Benninger, Stephen Hughes, Mitch Barloga, Scott Weber

Deliverables: Crash data and maps, request for proposals, contract documents, steering committee and public meetings, interim Regional Safety Action Plan documents, progress reports and other documentation required by the SS4A grant.

500 | Multi-modal Planning

Salaries and Overhead					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$50,761	\$169,749	\$261,107	\$261,107	\$742,726
Non-Federal	\$12,690	\$42,437	\$65,277	\$65,277	\$185,681
Total	\$63,451	\$212,187	\$326,384	\$326,384	\$928,407

2.5% Complete Streets Set-Aside (salaries and overhead)					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$0	\$46,071	\$40,529	\$40,529	\$127,129
Non-Federal	\$0	\$11,518	\$10,132	\$10,132	\$31,782
Total	\$0	\$57,589	\$50,661	\$50,661	\$158,911

500.1 | Active Transportation Planning

Description: Activities supporting the ongoing effort to plan for, fund, and implement bicycle and pedestrian infrastructure in Northwestern Indiana. Activities fall under three primary categories:

1. Active Transportation Technical Assistance:
 - a. Collaborate with regional stakeholders, including municipalities, advocates, non-profits, and other partners, including Title VI and ADA-protected communities.
 - b. Maintain trail counters and reporting of counts.
 - c. Develop maps highlighting future routes.
 - d. Hold workshops, seminars, and webinars on important topics.
 - e. Provide ongoing reports to INDOT regarding NIRPC, LPA, and transit operator recommendations on proposed project scopes.
 - f. Create bicycle tourism strategies/plans that are tailored to specific stakeholders.
 - g. Share safety resources with all regional jurisdictions. Recommend countermeasures and speed management strategies and offer training for local staff.
 - h. Participate in *NWI Thrive: Elevating the Region through Nature, Culture, and Wellness* a grant-funded partnership to enhance non-motorized access to IN Dunes National Park, South Shore Line, and the Marquette Greenway Trail. Staff will provide oversight of a project manager and assistance with design documents.
2. Active Transportation Data Collection and Analysis:
 - a. Establishment of performance measure baselines for non-motorized transportation policy and projects as identified in the G+B 2020 Plan and *NWI 2050+*.
 - b. Updating and printing of 2028 Greenways+Blueways Map, including public engagement ahead of final printing. Map to supplement online app.
 - c. Mapping bicycle and pedestrian crash data in NWI.
 - d. Promote Vision Zero policies for improved pedestrian safety: Set specific regional traffic safety goals and measure and report progress. Measure causes of serious crashes and focus on equitable investments.
 - e. Participation in development of the non-motorized element of the MTP.
3. Active Transportation Public Engagement:
 - a. Regular social media posts; podcasts; NIRPC public presentations; online educational materials.

- b. Acquire placards to help communities mark the United States Bicycle Trail routes.

In FY 2027 staff will continue to focus the above efforts on the following:

- Elevated trail feasibility study: examine potential for multi-use trail conversion of an abandoned elevated rail corridor in Gary, Indiana. Conduct public outreach with LPAs on neighborhood feedback regarding the project. Produce documentation of strategies to develop trail and neighborhood revitalization policies. Proceed with implementation if a project is viable.
- Trail Oriented Development (TrOD): Advocate and educate LPAs about trail-oriented development through presentations at NIRPC committees and through a series of TrOD webinars to be developed and implemented by NIRPC staff.
- Development of the Active Transportation element of the 2027 MTP update.

In FY 2028, staff will adjust activities as needed to reflect the updated MTP.

Timeline: Task is ongoing. Timelines for specific elements are as follows:

- Updating and printing of 2028 Greenways + Blueways Map: to be completed in spring of 2028.
- Acquire United States Bicycle Routes (USBR) placards if funding is available.
- Elevated Trail public outreach and policies: Continued from FY 2024; capacity building and technical assistance continuing through FY 2028.
- Trail Oriented Development materials: To be developed in FY 2027.

Responsible Parties: Mitch Barloga

Deliverables: Updated Greenways + Blueways map, trail user counts, TrOD documents, Elevated Trail plan documents, USBR placards, Active Transportation Network materials for local governments.

500.2 | Transit Planning

Description: Plan and coordinate regional transit, provide a forum for transit investment decisions, assist transit operators with technical assistance, and oversee administrative processes to guarantee an ongoing commitment to funding transit. Execute the processes FTA requires to secure funding for transit investments in NWI. This task includes:

- Participate in the annual apportionment split with Chicago urbanized area transit providers, principally the Regional Transit Authority (RTA):
 - Draft Annual Split Letters
- Facilitate funding processes/decisions in an open, participatory manner.
- Develop quarterly meeting materials and minutes for the Transit Operators Roundtable
- Develop quarterly meeting materials for the Subrecipient Quarterly Meetings.
- Ensure timely and accurate completion of federal transit grants.
- Continue the implementation of regional transit planning initiatives.
- Ensure timely and accurate completion of federal transit reporting via the National Transit Database.
- Assist subrecipient transit operators with NTD reporting.
- Encourage local investment into existing transit services.
- Provide technical assistance and data to transit operators as needed and in technical areas identified in the previously completed Coordinated Transit Plan.
- Review/Revise existing TAM, Title VI, LEP, Title II, and ADA plans and other documents as required.
- Process TIP Amendments and Administrative Modifications for Transit Projects and coordinate with the INDOT Transit division
- Participate in the development of the transit element of the MTP.

Timeline: Most activities ongoing. TIP amendments and administrative modifications completed quarterly. Funding split letters generally completed in Q4 of fiscal year. Committee meetings held quarterly. TAM Plan update to be completed by August 2028. Title VI program update to be completed by December 2026.

Responsible Parties: Stephen Hughes

Deliverables: FTA Funding Split letters between the RTA and NIRPC and between local transit operators. Human Services Coordinated Transit Plan Update. TAM Plan updates. Title VI program updates. Committee meeting materials. Technical assistance.

600A | Special Planning Activities

Salaries and Overhead					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$20,552	\$48,003	\$48,003	\$48,003	\$174,759
Non-Federal	\$5,138	\$12,001	\$12,001	\$12,001	\$43,690
Total	\$14,930	\$49,926	\$76,796	\$76,796	\$218,449

Contractual - Road Safety Audits					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
HSIP	\$0	\$0	\$0	\$0	\$0
HSIP - Sec. 164	\$0	\$77,500	\$155,000	\$0	\$232,500
Non-Federal	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$77,500	\$155,000	\$0	\$232,500

Contractual - LPA Planning Assistance / Special Plans					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$0	\$62,851	\$0	\$0	\$251,403
Non-Federal	\$0	\$251,403	\$0	\$0	\$62,851
Total	\$0	\$314,253	\$0	\$0	\$314,253

600A.1 | Marquette Greenway

Description: The Marquette Greenway represents a contiguous, 60-mile off road trail from south Chicago to New Buffalo, Michigan. The trail will touch three states, five counties, 15 cities and towns and one National and one State Park. NIRPC has championed this route since 2009 and continues to work with many stakeholders on the completion of this quality-of-life landmark. The objective of this task is to provide oversight to the design, engineering, and construction of portions of the Marquette Greenway in New Buffalo Township, MI; Michigan City, Portage, and Gary that have been funded through a state READI grant and a Federal RAISE grant. NIRPC has retained an engineering firm to act as project manager on behalf of the agency. All project engineering is funded by a combination of RAISE, READI, and local funds.

PL funds will support NIRPC staff management of the overall corridor project, providing direction and guidance, coordinating meetings between NIRPC, LPAs, state, and Federal agencies, providing oversight, and will manage the project manager contract, engineering contracts, and construction contracts.

Timeline: Continued from FY 2026: Construction of New Buffalo, MI and Michigan City segments to be completed, engineering of Gary and Portage segments to be completed by end of FY 27.

Responsible Parties: Mitch Barloga, Charles Bradsky

Deliverables: Implementation of the RAISE and READI grants. Preliminary engineering (design) for portions of the trail within the cities of Gary and Portage; completion of engineering and environmental services and construction in Michigan City, IN and Berrien County, MI.

600A.2 | Road Safety Audits

Description: Conduct Road Safety Audits (RSAs) in partnership with Northwest Indiana LPAs. NIRPC will contract with a qualified consultant to conduct multiple RSAs for its member municipalities. NIRPC will manage the contract and the project on behalf of its members. The project will include office meetings and field visits with municipal representatives and NIRPC staff and the development of a final report that includes RSA documents for multiple locations throughout Lake, Porter, and La Porte counties in Indiana. The project will be repeated annually. Each year shall include meetings, field work, and the development of a final RSA report. The project is funded with federal Highway Safety Improvement Program funds.

Timeline: To be completed annually.

Responsible Parties: Consultant, Scott Weber, Charles Bradsky.

Deliverables: Updated procurement documents. Road Safety Audit reports for multiple communities.

600A.3 | LPA Planning Assistance/Special Plans

Description: NIRPC will hold a call for local planning projects that implement the goals, objectives, and strategies of NIRPC's MTP. Projects could include corridor plans, complete streets plans, or other plans that integrate transportation with land use, environment, economic development etc. NIRPC staff will manage the selection of projects, procurement of consultants, and management of the project.

Timeline: This project was delayed from FY 26 and is anticipated to begin in FY 27 with all projects expected to commence and conclude in FY 28.

Responsible Parties: Consultants. Staff time for project management and participation will be billed under separate tasks.

Deliverables: Call for projects, project selection, consultant contracts, and final plan documents.

600B | Congestion Mitigation and Air Quality

Contractual, Supplies, and Equipment					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
CMAQ Flex	\$0	\$8,000	\$378,000	\$378,000	\$764,000
Non-Federal*	\$0	\$2,000	\$94,500	\$94,500	\$191,000
Total	\$0	\$10,000	\$472,500	\$472,500	\$955,000

*Local share to be funded by partners

600B.1 | Air Quality Public Education and Green Fleets Program

Description:

This multi-year air quality public education project continues to consist of two programs directed to different audiences.

The Air Quality Public Education Program's purpose is to educate and inform the residents of Northwest Indiana on how daily their transportation decisions and behaviors impact local air quality, with an ultimate goal to reduce air pollutant emissions generated by the traveling public. This program is implemented jointly by NWI Partners for Clean Air and Drive Clean Indiana through event planning, social, purchased, and/or earned media, marketing at public events, distribution of informative promotional materials, bike and ped maps, and may include materials and supplies for air quality education programs in the local schools.

The Green Fleets Program has a target audience of fleet owners and operators, with an emphasis on diesel fleets. This program is developed and implemented by Drive Clean Indiana. This audience is provided with education, training, and technical support to aid them in identifying best practices, fuels, technology and equipment for their business or use case, and increasing volunteer emission-reducing actions on Air Quality Action Days. □

Timeline: Ongoing. General Public Education activities and events are seasonally focused during the ozone season (April – October) with Railcats Baseball Air Quality Day and the Partners for Clean Air Awards Lunch. A new updated Bike Map printing is scheduled for 2027. Green Fleets events and activities occur regularly throughout the year.

Responsible Parties: Kathy Luther & Jennifer Birchfield and Sub-Grantee: Drive Clean Indiana, 501(c)(3)

Deliverables:

- One Railcats Baseball Air Quality Awareness Event.
- One Partners for Clean Air Annual Award Event.
- Purchased Partners for Clean Air promotional items with clean air action tips, which may include message pens, lunch totes, water bottles, or similar items.
- Purchased advertising for Partners for Clean Air which may include radio, digital, billboards, or print media.
- Purchased promotional tire gauges, oil funnels, or other vehicle-related items for event distribution.
- 25,000 Updated Bike maps printed and distributed.
- 25 diesel fleet emissions and vehicle inventory updates.
- Annual report of reduced fuel consumption from participating fleet vehicles in the region.
- Technical and compliance reporting support for LPAs acquiring alternative fuel vehicles and infrastructure, including electric vehicles.
- 4 Targeted Fleet or Alternative Fuels Events per year. Presence at a minimum of 10 regional events.

- Increased social media metrics for *It All Adds Up to Cleaner Air NWI* and Partners for Clean Air.
- Expansion of Air Quality Monitoring STEM Education Program to Partners for Clean Air.

700 | Federal Transit Administration 5307 Funds

700 FTA 5307 Funds					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Federal PL/5303	\$0	\$0	\$414,720	\$414,720	\$829,440
Non-Federal	\$0	\$0	\$103,680	\$103,680	\$207,360
Total	\$0	\$0	\$518,400	\$518,400	\$1,036,800

700.1 | Sub-grantee Oversight

Description: Carry out administrative responsibilities associated with Federal Transit Administration (FTA) grants, including monitoring and oversight of FTA-assisted transit services and procurement of FTA-funded capital equipment. NIRPC currently conveys Federal Transit Administration (FTA) Section 5307 financial and capital assistance to the following seven (7) sub-grantees: East Chicago Transit, North Township, Opportunity Enterprises, Porter County Community Services, Southlake County Community Services, City of Valparaiso, and City of La Porte.

Specific activities include: Oversee requests and manages federal drawdowns using FTA’s Electronic Clearinghouse Operation(ECHO) System. Oversee preparation and processing of payments to vendors and sub-grantees and maintains grant-related records. Analyze federal and state regulations to identify compliance requirements. Develop and communicate plans, goals, strategies, and recommendations pertaining to external compliance requirements. Serve as a compliance manager for all 5307 sub-grantee functions, excluding financial management. Perform specific duties and responsibilities related to transit vehicles, services, and equipment procurement. Develop and communicate recommendations pertaining to procurement. Identify information needs and refers sub-grantees and other parties to appropriate authorities and sources of information.

Timeline: Ongoing

Responsible Parties: Talaya Jones, Candi Eklund, Lisa Todd, and Ann Weitgenant

Deliverables: Successful oversight and procurement activities according to FTA regulations so that each Triennial Review results in no findings or corrective actions in the areas in which NIRPC is reviewed.

900 | General Management

900.1 | General management of NIRPC, office + staff

Description: The Commission receives funding from the three counties that comprise the region. A portion of these local funds is utilized as matching funds for federal, state, and other funding sources received to perform work related to specific program objectives. This task provides the administrative support required to manage and coordinate all NIRPC planning and activities. The activities include agency-wide office management, personnel activities, clerical support, administrative documents, record keeping, printing, graphics, procurement, and coordination of activities. NIRPC's Cost Allocation Plan explains the indirect costs associated with this task.

General accounting system:

The Commission is audited annually by the Indiana State Board of Accounts in accordance with Government Auditing Standards and OMB Circular A-133 and budgets on a calendar year basis as required by the State of Indiana. The Commission's accounting system has been designed to accommodate mandated requirements established by the State of Indiana, to deal with multiple funded cost objectives, and to satisfy the requirements of various federal funding agencies. The Commission utilizes several reimbursement methods, including cost reimbursement and electronic funds transfers. The Commission strives to maintain a high level of consistency in its accounting procedures.

Cost allocation policies

The costs of goods and services identifiable with specific projects are charged directly to those projects when such costs are incurred. Costs not specifically identified with a single cost objective are allocated to all projects uniformly, as provided for within the cost allocation plan prepared annually.

Three categories of costs are allocated. The first is leave costs, including NIRPC's cost of providing vacation, sick, personal, holiday, and other leave (jury duty, military, and funeral). The second is fringe benefits which include the employer's cost of providing various types of insurance, retirement benefits, and social security taxes. The third is other indirect costs, including those related to general management, finance and accounting, office operation and maintenance, general clerical, and printing functions. It also includes an aggregate amount of depreciation representing the expiration in the service life of fixed assets of the general fund consisting primarily of office machines and furniture, which is attributable to and charged as an expense during the reporting period.

Components of the cost allocation plan

Data is collected relative to allocated costs through the accounting system. Allocation rates are determined for the fiscal year and entered into the accounting system, which then calculates allocation costs for each program.

Fringe Benefits

Fringe benefit rate is determined by adding the cost of leave salaries and fringe benefit expenses and dividing the total by the number of direct salaries and wages. The cost of leave salaries consists of the following:

- Vacation leave
- Personal/sick leave
- Holiday leave

- Jury, other, military, and funeral leave

Non-leave fringe includes various types of employee insurance, retirement, and tax costs and is the aggregate of all charges for the following purposes:

- Public Employee Retirement Fund - employer contributions
- Group Health Insurance - employer contributions
- Term life and disability insurance
- Social Security and Medicare taxes (FICA) - employer contributions
- Workers' Compensation insurance
- Unemployment insurance

Indirect costs

The other indirect cost rate is determined by taking the total projected other indirect costs times the total direct personnel base. The total direct personnel base is the total direct salary base plus the direct fringe benefits. Other indirect costs consist of the following:

- Allocated salaries for management, administrative, & support salaries
 - The salary costs of those employees where activities provide for the reception, clerical, accounting, administration, bookkeeping, printing, graphics, maintenance, and personnel support functions of the Commission are necessary to carry out grant programs but are not directly attributable to grant execution.
- Operational, occupancy, and maintenance costs
 - Office lease
 - Property insurance
 - Building maintenance
 - Utilities
 - Copier & press maintenance
 - Computer maintenance
 - Telephone service
 - Other equipment maintenance
- Other management, administrative, and support costs
 - General use office supplies
 - Travel, mileage, & postage
 - Legal services
 - Audit and accounting services
 - Human resources
 - Other contractual

Timeline: Ongoing and permanent

Responsible Parties: Ty Warner and Northwestern Indiana Regional Planning Commission

Other Significant Regional Planning Activities

The planning activities listed below highlight transportation planning initiatives throughout the region.

Gary Public Transportation Corporation

Short and long-range transit planning activities designed to enhance and expand service delivery of transit for GPTC patrons. Items being explored are regional transit expansion (particularly monitoring and adjusting frequency on the Broadway corridor, and planning in the Lakeshore service area), improving first/last mile and destination connections via Cycle219 micromobility solutions, additional mobility options including microtransit, outreach/public education and marketing on mobility options, transit-oriented facilities and development, planning for major operations facility improvements, ITS, and civil rights planning.

Northern Indiana Commuter Transportation District

NICTD is finalizing the update of its Strategic Plan. The plan had not been adopted as of the date of this UPWP, but it is expected to include recommendations for operational strategies and infrastructure projects to be pursued over the next 20 years.

CY 2027 Cost Allocation Plan Approval Letter



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N758 TP
Indianapolis, Indiana 46204

PHONE: (317) 232-5485

Mike Braun, Governor
Lyndsay Quist, Commissioner

February 10, 2026

Ty Warner, Executive Director
Northwest Indiana Regional Planning Commission
6100 Southport Road,
Portage, Indiana 46368

Dear Mr. Warner,

INDOT has reviewed the CY 2027 Cost Allocation Plan presented by NIRPC MPO for the period of January 1, 2027 through December 31, 2027.

In accordance 2 CFR 200.331, the Indiana Department of Transportation (INDOT), acting as the pass-through entity for the Federal Highway Administration (FHWA) approved the following indirect and fringe rates which will be monitored with respect to your Unified Planning Work Program Grant. Please include a copy of this letter in your UPWP for future reference. Should the indirect rates change during the CY 2027 grant period, please provide the revised information for re-approval and inclusion of the new rate letter as modification/inclusion in your UPWP Appendix. The approved rates are as follows:

Fringe	91.81%
Indirect	93.09%

Please feel free to contact me if you have any questions or concerns regarding these rates.

Sincerely,


Emmanuel I. Nsonwu
Transportation Planner
Technical Planning & Programming Division
Indiana Department of Transportation

CC: E. Tait
P. Story
R. Nunnally
J. Mitchell
File

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FY 2027 Transportation Planning Process Certification Letter

FY 2027 UPWP Adoption Resolution