

2019
2020
final draft



Unified Planning Work Program

2019 UPWP Amendment 1

Table of Contents

NIRPC 2019 budget	4
2019 estimated task budgets	Error! Bookmark not defined.
NIRPC staff organization and functions	6
600 Special planning activities	7

NIRPC budget

2019

			Transportation											Environment				Communication		Finance			Administration				ED									
	UPWP section	Staff cost	Total task cost	Federal share	NIRPC share	Non-NIRPC share / in-kind value	Trey Wadsworth	Gabrielle Biciunas	Charles Bradsky	Mitch Barloga	Eman Ibrahim	Peter Kimball	Terrell Waddell	Scott Weber	James Winters	Interns	Interns	Interns	Kathy Luther	Joe Exl	Env. Educator/Coordinator	John Smith	Dominique Edward	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stihwell	Mary Thome	Carolyn Brown	Candice Eklund	Ty Warner			
PL + 5303 activities	Administration and public participation																																			
	Planning management + administration	19-100.1	234,101	284,101	227,281	56,820	-	1066	0	0	0	0	0	0	0	0	0	0	0	492	0	0	0	0	164	0	0	0	0	164	328	0	0	0		
	Public participation + communication tools	19-100.2	156,570	156,570	125,256	31,314	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	771	1312	0	0	0	0	0	0	164	82	0	0	0		
	Title VI program management	19-100.3	5,300	5,300	4,240	1,060	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82	0	0	0	0	0	0	0	0	0	0		
	Environmental Justice program management	19-100.4	5,300	5,300	4,240	1,060	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82	0	0	0	0	0	0	0	0	0	0	0		
	ADA program management	19-100.5	13,550	13,550	10,840	2,710	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82	0	0	82	0	0	0	0	0	0	0	0		
	UPWP development and management	19-100.6	46,810	46,810	37,448	9,362	-	164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	164	0	0	0	0	0	164	0	0	0	0		
		Total costs for task group		461,633	511,633	409,306	102,327	-																												
	PL + 5303 activities	Data collection + analysis																																		
		Transportation data collection	19-200.1	163,313	163,313	130,650	32,663	-	0	0	0	0	164	1640	82	0	1640	1640	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Planning data analysis + forecasts	19-200.2	19,101	19,101	15,281	3,820	-	0	0	0	0	164	0	82	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		GIS support services	19-200.3	82,044	82,044	65,635	16,409	-	0	0	0	0	1148	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Performance-based planning activities	19-200.4	29,521	29,521	23,617	5,904	-	0	0	0	0	0	0	328	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Congestion management	19-200.5	22,141	22,141	17,713	4,428	-	0	0	0	0	0	0	246	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Travel demand modeling	19-200.6	22,141	22,141	17,713	4,428	-	0	0	0	0	0	0	246	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Air quality conformity	19-200.7	22,141	22,141	17,713	4,428	-	0	0	0	0	0	0	246	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			Total costs for task group		360,401	360,401	288,321	72,080	-																											
		PL + 5303 activities	Short-range planning																																	
	TIP development		19-300.1	82,569	82,569	66,055	16,514	-	0	0	820	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	TIP management		19-300.2	94,622	94,622	75,698	18,924	-	0	0	820	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	246	0
	Environmental red flag investigations		19-300.3	7,321	7,321	5,857	1,464	-	0	0	0	0	0	0	0	0	0	0	0	0	0	41	0	0	0	0	0	0	0	0	0	0	0	0	82	0
		Total costs for task group		184,511	184,511	147,609	36,902	-																												
	PL + 5303 activities	Long-range planning																																		
		2050 CRP development	19-400.1	288,378	288,349	230,679	57,670	-	410	984	0	0	984	0	0	164	164	0	0	0	328	41	0	0	0	0	0	0	0	0	0	0	0	0	0	
		CRP implementation	19-400.2	74,081	74,081	59,265	14,816	-	0	492	0	0	164	0	0	0	0	0	0	1640	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Environmental linkages planning	19-400.3	12,053	12,053	9,643	2,411	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	246	0
		Regional land use planning	19-400.4	69,567	69,567	55,653	13,913	-	0	164	0	0	492	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	164	0	0	0	
		Surface transportation planning	19-400.5	50,458	50,458	40,366	10,092	-	0	0	0	0	0	164	0	246	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	328	0	0	0	
		Total costs for task group		494,538	494,509	395,607	98,902	-																												
	PL + 5303 activities	Multi-modal planning																																		
		Active transportation planning	19-500.1	179,824	179,824	143,859	35,965	-	0	0	0	1640	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	246	0	0	0	
		Transit planning	19-500.2	-	-	-	-	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
			Total costs for task group		179,824	179,824	143,859	35,965	-																											
	PL + 5303 activities	Summary																																		
		Total budget for PL / 5303 + match		1,680,907	1,730,878	1,384,702	346,176	-	1640	1640	1640	1640	1640	1640	1640	164	1640	1640	1640	820	82	771	1558	328	0	82	0	0	0	328	1312	0	574	0		
		PL / 5303 + match per MPO Council distribution		1,731,691	1,385,353	346,338	200,023	-																												
		Unprogrammed PL / 5303 + needed match to program PL / 5303			814	651	163	-																												
	Special	Special planning activities																																		
		Air quality + education (FY 2019 CMAQ)	19-600.1	-	450,000	360,000	-	90,000	0	0	0	0	0	0	0	0	0	0	0	0	82	0	820	0	0	0	0	0	0	0	0	0	0	0	0	
		Total budget + match		-	450,000	360,000	-	90,000																												

^# of staff time billed to PL + 5303 across all metropolitan planning activities ^

Budget Summary

Task group name	UPWP section	Funding source	Total task cost	Federal share	Total match req'd	NIRPC match	Non-NIRPC / in-kind
Administration and public participation	19-100	PL/5303	511,633	409,306	102,327	102,327	-
Data collection + analysis	19-200		360,401	288,321	72,080	72,080	-
Short-range planning	19-300		184,511	147,609	36,902	36,902	-
Long-range planning	19-400		494,509	395,607	98,902	98,902	-
Multi-modal planning	19-500		179,824	143,859	35,965	35,965	-
PL/5303 total			1,730,878	1,384,702	346,176	346,176	-
Special planning activities	19-600	CMAQ	450,000	360,000	90,000	-	90,000

Executive Director:

- Maintains Commission relationships
- Oversees all program functions
- Establishes internal policy

Administration team:

- Human resources
- Office management
- Administrative support

Communication team:

- Public participation
- Graphics and documents

Environment team:

- Air quality
 - Public education / outreach
 - Permitting evaluation
 - Alternative fuels
- Watershed quality
 - Regional watershed planning
 - Water usage
 - Storm water public education
 - Great Lake Watershed Academy
- Natural resources
 - Chicago Wilderness
 - Purdue Planning with Power
- Environmental management planning
 - Transportation linkages

Finance team:

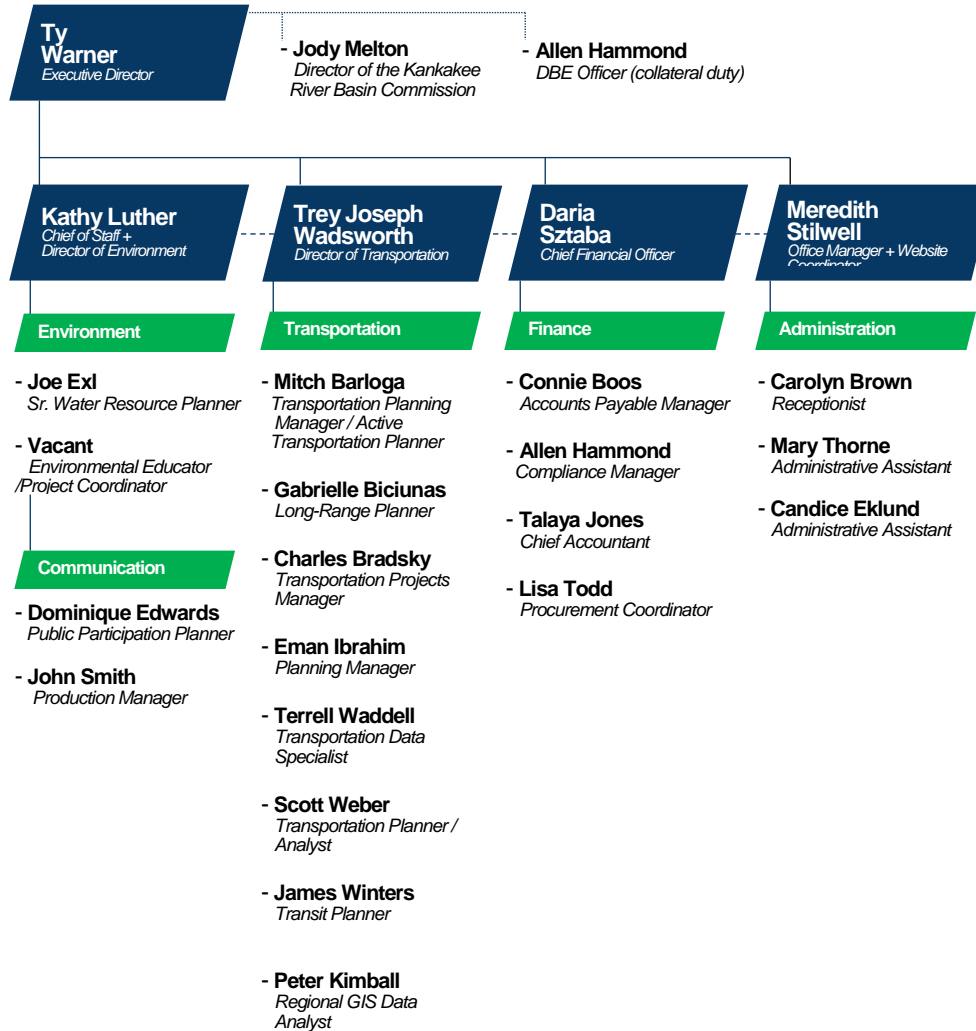
- Finance and accounting
- Sub-grantee oversight

Transportation team:

- Long-range planning
- Unified Planning Work Program
- Transportation Improvement Program
- Outreach and public involvement
- Transit planning
- Land use planning
- Bicycle and pedestrian planning
- Travel demand forecast modeling
- Air quality conformity
- Data collection and analysis
- Demographics and population forecasts
- Congestion management
- Intelligent Transportation System planning
- Safety and security planning
- Geographic Information Systems planning
- Freight planning



NIRPC staff organization and functions



600 | Special planning activities

Program #: 19-600

2019 budget:

Federal	\$360,000	CMAQ
Local match	\$ 90,000	– Third Party-In-Kind
Total	\$450,000	

Program #: 20-600

2020 budget:

Federal	\$0
Local match	\$0
Total	\$0

- **Task lead**
Kathy Luther
- **Task contributors**
Rachel Veronesi and Mitch Barloga
- **Topical committee**
Environmental Management and Policy Committee
- **Task status**
Ongoing with TIP funding and affirmative CMAQ eligibility determinations
- **Prior task accomplishments**
Media + marketing: newspaper, digital, radio, movie theater, newsletters and social media outreach to educate and inform the public.

NWI Clean Air: promote use of suburban bus, online carpool and vanpool matching, distributed 62,000 air quality education document holders. Exchanged 2,400 gas cans at household hazardous waste collection events. Participated in two Partners for Clean Air Events. Attended monthly EMPC meetings. Partners for Clean Air distributed materials to promote anti-idling. Developed Air Quality curriculum to be piloted at the Boys & Girls Club of Northwest Indiana in July 2018. Attended meetings with the Boys & Girls Club of Northwest Indiana to coordinate the implementation of the Air Quality curriculum. Discussed partnering with Purdue University Northwest to develop Citizen Scientist Air Monitoring program and would like to include as many partners as possible. Discussed plans with Purdue University to be a part of their Environmental & Ecological Engineering Project in the Fall of 2018 – Spring 2018. Students are to create data/information specific to Lake Porter and LaPorte County and/or create/test particulate matter sensors for reliability and cost analysis.

Tasks: Air Quality Education

Task objective:

This multi-year program continues to develop and promote a highly visible, on-going effort to educate the residents of Lake, Porter, and LaPorte Counties concerning their personal choices and relationship to air quality, health and quality of life in the region. NIRPC will continue to work with public officials, public diesel fleet owners and operators, private sector decisionmakers, universities, educators, students, the media and the general public on the air quality issues in the region. The public education campaign is necessary to obtain public support, consensus and participation to achieve and maintain national air quality standards as designated in the Clean Air Act.

Task description:

Elements + activities:

- **Media and Marketing:**
 - Utilize social media platforms such as Facebook, Twitter, and Instagram in addition to local college and community newspapers and magazines (digital and print), regional radio station remotes and commercials, marketing agencies, tv, movie theater on screen, SMS, NWI Clean Air monthly e-newsletter, NWI Clean Air Website and Air Quality survey (in 2021) to help with various forms of public outreach and education. This also includes professional promotion assistance of events and activities.
 - Cross promote non-motorized transportation and transit programs such as assisting with the promotion of Bike on Trains, website assistance for Gary Public Transportation Corporation Broadway Metro Express, and new active transportation efforts in Lake, Porter, and LaPorte Counties.
- **NWI Clean Air (NIRPC):**
 - Distribute 62,000 air quality education document holders to Clean Air Car Check's vehicle emission testing stations as well as to South Shore Clean Cities and NWI Clean Air (NIRPC) to assist with education and outreach.
 - Exchange 2,400 gas cans at household hazardous waste collection events in Lake, Porter and LaPorte Counties. Advertising promotion will be used to increase the participation at these events.
 - Participate and sponsor two Partners for Clean Air Events.
 - Attend and participate in various events, programs and workshops related to environmental education and active transportation throughout the region.

- Improve education and outreach efforts in Hispanic/Latino and African American communities, 18-34-year-old residents, those who have children in their household, and/or have a frequent or daily commute. Implement air quality curriculum at the Boys & Girls Club of Northwest Indiana in July 2018. Distribute promotional drawstring bags to students to encourage and remind them to care for the air.
- Integrate an air monitoring component into the air quality curriculum to empower school-aged students to improve our air and public health; requires the purchase of educational particulate matter sensor kits. These particulate matter sensors will also be used at various events.
- Develop a citizen scientist air monitoring program which would include workshops in partnership with local colleges and community organizations and groups; requires the purchase/development of reliable bicycle or pedestrian air quality monitoring devices.
- Partner with Purdue University's Environmental & Ecological Engineering Program. In the Fall of 2018 – Spring 2018, students will create air quality and/or non-motorized transportation data/information specific to Lake Porter and LaPorte County and/or create/test particulate matter sensors for reliability and cost analysis.
Update NWI Clean Air website which is to include non-motorized transportation and transit programs.
- Create new education and outreach materials which are to include tabletop banner displays.
- Assist South Shore Clean Cities emission reduction program at schools throughout northwest Indiana.
- Distribute at least 1,000 promotional lunch totes to promote anti-idling and reduce lunchtime driving.
- Partners for Clean Air (IDEM Northwest Regional Office and members such as local health departments and area businesses):
 - Annually register as Gold member and report on commitments.
 - Distribute at least 1,000 promotional lunch totes to promote anti-idling and reduce lunchtime driving.
 - Manage Partners for Clean Air Facebook page.
- NWI Green Fleets:
 - South Shore Clean Cities will operate the NWI Green Fleets Program.
 - Provide individualized fleet emission assessments and reduction planning for up to 30 fleets.
 - Provide a series of workshops/webinars and training related to clean air, clean fuels, and emission reduction technology.
 - Report on Green Fleets at the Technical Planning Committee
 - Operate an annual Green Fleets Award Program
- NWI Take Bike the Streets (Build-A-Bike, Safety Village, and Northern Lights Camp) –
 - Will promote environmental stewardship, foster intergenerational leadership and improve air quality/community health by focusing on non-motorized transportation and safety:

- **Prior task accomplishments cont.**
NWI Green Fleets: South Shore Clean Cities contracted to operate NWI Green Fleets Program; provided individual fleet emission assessments and reduction planning for twenty-eight public and private fleet operators; assisted in implementing diesel retrofit bus heater program; and operated annual Green Fleet Award program.

*Take Bike the Streets:
Attended multiple events and meetings related to creating NWI Take Bike the Streets which includes Build-A-Bike and Safety Village programs and Northern Lights Camp in partnership with the Miller Arts and Creative District, Miller Spotlight and a resident interested in creating a Build-A-Bike in Porter County.*

- **Performance measures for task**
Increase social media followers by 15%; increase e-newsletter sign-up by 15%; increase marketing impressions by 5-10%; emission reduction due to gas can exchanges and NWI Green Fleets emission reduction program. Conduct a survey in 2021 to see how knowledge and perception of air quality among northwest Indiana residents has changed since the 2017 survey.
- **Funding source**
CMAQ programmed in 2018



2019 Unified Planning Work Program- Amendment 1

- Distribute 75,000 Greenways + Blueways 2020 bike maps, 2,000 bike pins, and 1,000 walker pins to encourage and promote active/non-motorized transportation.
- Partner with local police departments, Tri-Town Safety Village, Hammond Police Department Safety Village, Miller Safety Village, newly developed Safety Villages and Safe Routes to School and integrate Project Lightning Bug into their safety programs; distribute at least 1,000 bike safety lights to those who ride their bike at night or are interested in riding their bike at night.
- Sponsor existing and newly developed (planning/implementation stage) Safety Villages and Build-A-Bike programs to ensure the continuation and support of the program in Northwest Indiana and integrate air quality education. It is important to identify community members passionate about non-motorized/active transportation, safety, and air quality to sustain the newly developed Safety Villages and Build-A-Bike programs. NIRPC would like to see at least one new Safety Village and Build-A-Bike program established in underserved communities in Lake, Porter and LaPorte Counties.
- Create/promote regional events in Northwest Indiana with various partners that encourage non-motorized transportation (e.g. National Bike Challenge, Bike to Work Day, Bike to School Day, Walk to School Day, Bike to the Beach, Ride-a-Bike or Take-a-Hike).

Public outreach:

All of the Air Quality and Public Education Program initiatives are inclusive of all of the region's residents. All Title VI, Environmental Justice and ADA protect communities have access and opportunities to be a part of the programs and events. Some examples of outreach efforts include the Hammond Hispanic Community Committee, Boys & Girls Club of Northwest Indiana, School City of East Chicago, Gary Public Transportations Corporation, Tri-Town Safety Village, Hammond Police Department Safety Village. The outreach efforts are ongoing to build new relationships and strengthen existing relationships.

Task deliverables:

Increase knowledge and change perception of air quality among Northwest Indiana residents and businesses.

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