

2019
2020
final



Unified Planning Work Program

The 2040 Comprehensive Regional Plan that guides NIRPC's planning activities identified five planning areas in which to focus upon. These include, the environment, growth + conservation, human + economic resources, stewardship + governance, and transportation. Throughout this UPWP each task will be identified by the icons below for which planning focus area the task contributes to.



Environment



Growth + conservation



Human + economic resources



Stewardship + governance



Transportation



Commuter on the South Shore Train. NIRPC photo.

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NIRPC budget

		Transportation										Environment					Communication				Finance				Administration				KRC		ED	
		Trey Wadsworth	Mitch Barloga	Gabrielle Biciunas	Charles Bradsky	Eman Ibrahim	Terrell Waddell	Scott Weber	James Winters	Reg. Planner	GIS Planner	Graduate intern	Undergrad intern	Kathy Luther	Joe Exl	Rachel Veronesi	John Smith	Dominique Edwards	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stilwell	Mary Thome	Carolyn Brown	Admin Asst	Jody Melton	Ty Warner	Total number of hours		
UPWP section	Total task cost																													Total number of hours		
Administration and public participation																																
Planning management + administration	100.1	262,280	918	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,148		
Public participation + communication tools	100.2	157,585	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,378		
Title VI program management	100.3	5,185	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82		
Environmental Justice program management	100.4	5,185	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82		
ADA program management	100.5	13,371	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	164		
UPWP development and management	100.6	45,468	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	492		
Total costs for task group		489,073																														
Data collection + analysis																																
Transportation data collection	200.1	125,851	-	-	-	-	-	1,640	82	-	164	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,050	
Planning data analysis + forecasts	200.2	80,346	-	-	-	-	-	-	82	-	984	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,230	
GIS support services	200.3	92,003	-	-	-	-	-	-	-	-	82	1,312	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,394	
Performance-based planning activities	200.4	39,475	-	-	-	-	-	-	328	-	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	492	
Congestion management	200.5	21,829	-	-	-	-	-	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	
Travel demand modeling	200.6	21,829	-	-	-	-	-	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	
Air quality conformity	200.7	21,829	-	-	-	-	-	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	
Total costs for task group		403,162																														
Short-range planning																																
TIP development	300.1	80,775	-	-	-	820	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	820	
TIP management	300.2	93,434	-	-	-	820	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,066	
Environmental red flag investigations	300.3	17,519	-	-	-	-	-	-	-	-	-	-	-	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	
Total costs for task group		191,728																														
Long-range planning																																
2050 CRP development	400.1	268,315	410	-	984	-	820	-	-	-	-	-	1,640	1,640	328	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,986
CRP implementation	400.2	49,432	-	-	492	-	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	656	
Environmental linkages planning	400.3	25,958	-	-	-	-	-	-	-	-	-	-	-	-	-	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	410	
Regional land use planning	400.4	69,574	-	-	164	-	492	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	820	
Surface transportation planning	400.5	53,692	-	-	-	-	-	-	246	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	820	
Total costs for task group		466,971																														
Multi-modal planning																																
Active transportation planning	500.1	179,943	-	1,640	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,886	
Transit planning	500.2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total costs for task group		179,943																														
Total budget for PL / 5303 + match		1,730,877	574	1,640	1,640	1,640	1,476	1,640	1,476	-	1,640	1,640	1,640	1,640	328	492	-	738	1,640	164	-	82	-	-	164	984	-	574	-	-		
PL / 5303 + match available per MPO Council distribution		1,731,691	^hours of staff time billed to PL + 5303 across all metropolitan planning activities / 1,640 = 100% ^																													

2019

	UPWP section	Total task cost	Transportation										Environment				Communication			Finance			Administration				KRC	ED	Total number of hours						
			Trey Wadsworth	Mitch Barloga	Gabrielle Biciunas	Charles Bradsky	Eman Ibrahim	Terrell Waaddell	Scott Weber	James Winters	Reg. Planner	GIS Planner	Graduate intern	Undergrad intern	Kathy Luther	Joe Exl	Rachel Veronesi	John Smith	Dominique Edwards	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stilwell	Mary Thorne	Carolyn Brown	Admin Asst		Jody Melton	Ty Warner				
Special	No activities identified in this UPWP period	600.1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total budget for 5307 + match	-																																	
5307	Sub-grantees oversight	700.1	315,105	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Transit planning	700.2	186,410	148	-	-	-	164	-	164	1,640	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	-	-
	Total budget for 5307 + match		501,515																																
TIP funded activities	Air quality + education (FY2018 CMAQ)	800.1	110,213	-	-	-	-	-	-	-	-	-	-	-	66	-	1,640	82	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82	-	-
	Household Travel Survey (FY2017 STBG)	800.2	127,024	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	E-TIP (FY 2017 STBG)	800.3	45,000																																

2019 estimated task budgets

UPWP section	Task group name	Funding source	Total task cost	Federal share	Total match <i>(match source described to the right)</i>	NIRPC match	Non-NIRPC / in-kind value
19-100	Administration and public participation	PL/5303	\$489,073	\$391,259	\$97,815	\$97,815	\$0
19-200	Data collection + analysis		\$403,162	\$322,530	\$80,632	\$80,632	\$0
19-300	Short-range planning		\$191,728	\$153,382	\$38,346	\$38,346	\$0
19-400	Long-range planning		\$466,971	\$373,577	\$93,394	\$93,394	\$0
19-500	Multi-modal planning		\$179,943	\$143,955	\$35,989	\$35,989	\$0
19-600	Special planning activities		\$0	\$0	\$0	\$0	\$0
		PL / 5303 total	\$1,730,877	\$1,384,702	\$346,175	\$346,175	\$0
19-700	FTA activities + tasks	5307	\$501,515	\$401,212	\$100,303	\$100,303	\$0
19-800	NIRPC programs	CMAQ (2018)	\$110,213	\$88,170	\$55,228	\$0	\$22,043
		STBG (2017)	\$172,024	\$137,619	\$64,228	\$9,000	\$55,228

2019-2020 Unified Planning Work Program

2020

UPWP section	Total task cost	Transportation										Environment				Communication			Finance			Administration				KRC	ED	Total number of hours		
		Trey Wadsworth	Mitch Barloga	Gabrielle Biciunas	Charles Bradsly	Eman Ibrahim	Terrell Waddell	Scott Weber	James Winters	Reg. Planner	GIS Planner	Graduate intern	Undergrad intern	Kathy Luther	Joe Ekl	Rachel Veronesi	John Smith	Dominique Edwards	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stilwell	Mary Thorne	Carolyn Brown	Admin Asst		Jody Melton	Ty Warner
Administration and public participation																														
Planning management + administration	100.1	261,161	1,107	-	-	-	-	-	-	-	-	-	-	328	-	-	-	-	164	-	-	-	-	164	328	-	-	-	-	2,091
Public participation + communication tools	100.2	163,504	-	-	-	-	-	-	-	-	-	-	-	-	-	738	1,394	-	-	-	-	-	164	82	-	-	-	-	2,378	
Title VI program management	100.3	5,380	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82	-	-	-	-	-	-	-	-	-	-	-	82	
Environmental Justice program management	100.4	5,380	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82	-	-	-	-	-	-	-	-	-	-	-	82	
ADA program management	100.5	13,874	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82	-	-	82	-	-	-	-	-	-	-	-	164	
UPWP development and management	100.6	47,174	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	164	-	-	-	-	-	164	-	-	-	-	492	
Total costs for task group		496,472																												
Data collection + analysis																														
Transportation data collection	200.1	130,579	-	-	-	-	-	1,640	82	-	164	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,050	
Planning data analysis + forecasts	200.2	83,365	-	-	-	-	-	-	82	-	984	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,230	
GIS support services	200.3	95,460	-	-	-	-	-	-	-	-	82	1,312	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,394	
Performance-based planning activities	200.4	40,958	-	-	-	-	-	-	328	-	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	492	
Congestion management	200.5	22,649	-	-	-	-	-	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	
Travel demand modeling	200.6	22,649	-	-	-	-	-	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	
Air quality conformity	200.7	22,649	-	-	-	-	-	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	
Total costs for task group		418,308																												
Short-range planning																														
TIP development	300.1	83,810	-	-	-	820	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	820	
TIP management	300.2	96,944	-	-	-	820	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	-	-	1,066	
Environmental red flag investigations	300.3	18,177	-	-	-	-	-	-	-	-	-	-	-	164	-	-	-	-	-	-	-	-	-	-	-	82	-	-	246	
Total costs for task group		198,931																												
Long-range planning																														
CRP implementation	400.1	245,500	-	-	1,476	-	984	-	-	-	-	1,640	1,640	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,904	
Environmental linkages planning	400.2	40,733	-	-	-	-	-	-	-	-	-	-	-	328	-	-	-	-	-	-	-	-	-	-	-	246	-	-	574	
Regional land use planning	400.3	72,188	-	-	164	-	492	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	164	-	-	-	820		
Surface transportation planning	400.4	70,808	-	-	-	-	-	-	410	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	328	-	-	984		
Total costs for task group		429,228																												
Multi-modal planning																														
Active transportation planning	500.1	186,704	-	1,640	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	-	-	-	-	1,886	
Transit planning (programmed in 5307)	500.2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total costs for task group		186,704																												
Total budget for PL / 5303 + match		1,729,643	1,271	1,640	1,640	1,640	1,476	1,640	1,640	-	1,640	1,640	1,640	1,640	492	492	-	738	1,640	328	-	82	-	328	1,312	-	574	-	-	
L / 5303 + match available per MPO Council distribution		1,731,691																												

^ hours of staff time billed to PL + 5303 across all metropolitan planning activities / 1,640 = 100% ^

2020

			Transportation										Environment				Communication			Finance			Administration				KRC	ED	Total number of hours					
			Trey Wadsworth	Mitch Barloga	Gabrielle Biciunas	Charles Bradsly	Eman Ibrahim	Terrell Waddell	Scott Weber	James Winters	Reg. Planner	GIS Planner	Graduate intern	Undergrad intern	Kathy Luther	Joe Ekl	Rachel Veronesi	John Smith	Dominique Edwards	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stilwell	Mary Thorne	Carolyn Brown	Admin Asst		Jody Melton	Ty Warner			
Special	No activities identified in this UPWP period	600.1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total budget for 5307 + match		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5307	Sub-grantees oversight	700.1	326,944	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,558	541	1,394	-	-	-	164	-	-	-	-	-	3,657		
	Transit planning	700.2	219,183	365	-	-	-	164	-	164	1,640	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	-	-	-	-	-	2,579		
	Total budget for 5307 + match		546,126	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
TIP funded at	Air quality + education (FY2019 CMAQ)	800.1	124,963	-	-	-	-	-	-	-	-	-	-	148	-	1,640	82	-	-	-	-	-	-	-	-	82	-	-	-	-	-	1,952		
	Household Travel Survey (FY2017 STPBG)	800.2	127,024	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	Total budget for CMAQ or STP + match		251,987	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		

2020 estimated task budgets

UPWP section	Task group name	Funding source	Total task cost	Federal share	Total match <i>(match source described to the right)</i>	NIRPC match	Non-NIRPC / in-kind value
20-100	Administration and public participation	PL/5303	\$496,161	\$397,178	\$99,294	\$99,294	\$0
20-200	Data collection + analysis		\$418,308	\$334,646	\$83,662	\$83,662	\$0
20-300	Short-range planning		\$198,931	\$159,145	\$39,786	\$39,786	\$0
20-400	Long-range planning		\$429,228	\$343,382	\$85,846	\$85,846	\$0
20-500	Multi-modal planning		\$186,704	\$149,363	\$37,341	\$37,341	\$0
20-600	Special planning activities		\$0	\$0	\$0	\$0	\$0
		PL / 5303 total	\$1,729,643	\$1,383,714	\$345,929	\$345,929	\$0
20-700	FTA activities + tasks	5307	\$546,126	\$436,901	\$109,225	\$109,225	\$0
20-800	NIRPC programs	CMAQ (2019)	\$124,963	\$99,970	\$24,993	\$0	\$24,993
		STBG (2017)	\$127,024	\$101,619	\$25,405	\$0	\$25,405

About NIRPC

Background + purpose

NIRPC, as the Metropolitan Planning Organization (MPO) for Northwestern Indiana, has the responsibility to conduct the federally required “3C” transportation planning process for Lake, LaPorte, 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.

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 includes all environmental and economic development planning, as well as transit administration, which includes sub-grantee oversight to transit providers in our region, grant administration, and procurement.

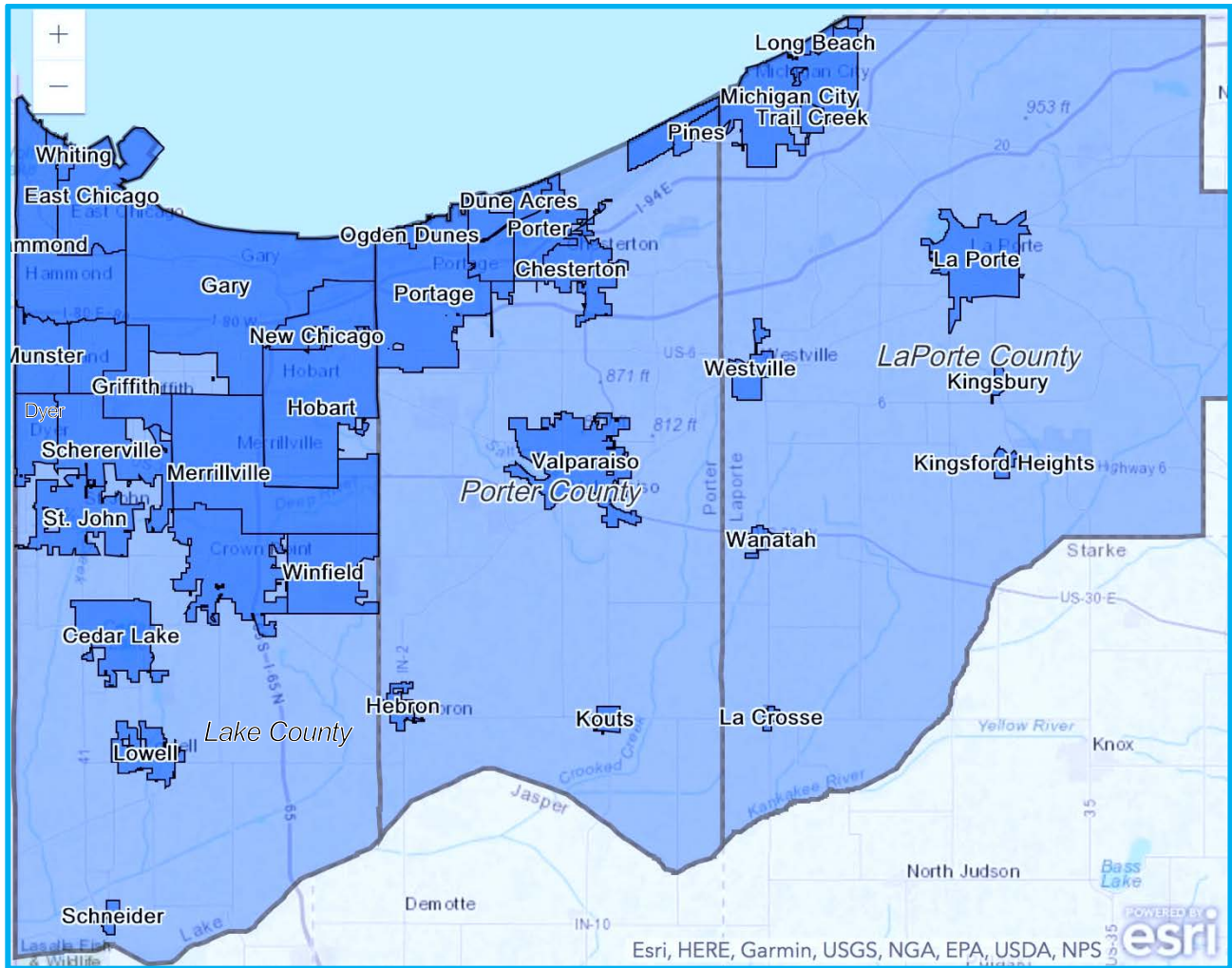
The UPWP continues to balance within the available resources, long and short- range planning and programming; special studies; data gathering, analysis, and dissemination; travel demand modeling; public involvement; and program administration. The UPWP attempts to address the major surface transportation 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, 3C transportation planning process in the context of a connected planning process with land use, social justice, economic development, and the environment.

State authority

Regional planning and coordination came to Northwestern Indiana in 1965 when enabling legislation was passed by the Indiana General Assembly and signed into law by the Governor. The first state law called for a transportation planning commission, which was inspired by the 1962 Federal Highway Act. The state law has since been amended to create what is known today as the Northwestern Indiana Regional Planning Commission, a three-county council of governments. In the 2007 enabling legislation, NIRPC’s Executive Board membership was expanded and weighted voting was enabled.

Originally outlined in the 1962 Federal-Aid Highway Act, the “3C” transportation planning process requires cooperation among all levels of government, comprehensive consideration of many planning factors, and be a continuously evaluated planning process.

A Transportation Management Area is an urbanized area with greater than 200,000 people. Northwestern Indiana is such a region and this designation enhances NIRPC’s responsibilities under federal law. This includes the requirement that our planning process include a Congestion Management System and that USDOT certify that NIRPC conducts a 3C planning process.



NIRPC region showing county and municipal boundaries

Northwestern Indiana is 1,520 square miles comprising a wide mixture of land uses, from the environmentally unique Indiana Dunes to one of the nation's largest concentration of heavy industry, and from urban and suburban communities to productive farmland. The communities along Lake Michigan and the places to the south have a diversity of residents, housing values and incomes.

Northwestern Indiana is a very important part of the sixteen county 9.7 million-person Chicago-Naperville-Michigan City, IL-IN-WI Combined Statistical Area (CSA). Northwestern Indiana's population is **769,294 (2015)** and has a labor force of **370,465 (2013)** representing a significant portion of the CSA.

2019-2020 Unified Planning Work Program

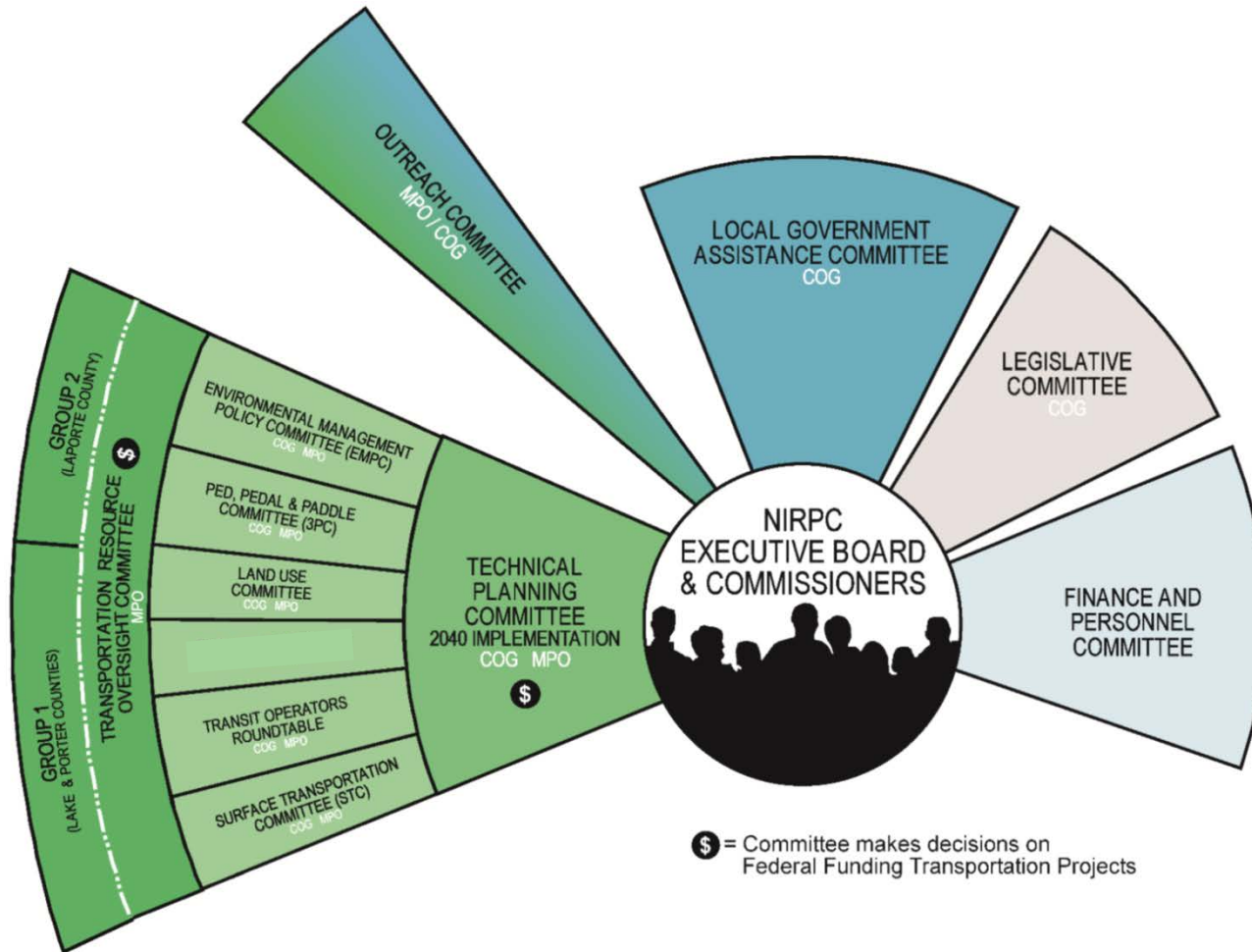
NIRPC's governing body is the Commission composed of county and municipal elected officials and one Gubernatorial appointment. The Commission's membership is established in Indiana state statute and is required to meet in full at least four times per year. A smaller Executive Board is elected by and from the full Commission membership and takes on the routine business of NIRPC, except for the adoption of bylaws, election of officers, and annual budget appropriations.

Please check NIRPC.org for updates to Commission membership.

NIRPC Commission – 2018 appointments

Lake County		Porter County		LaPorte County	
Cedar Lake	Robert Carnahan	Beverly Shores	Geof Benson	County Commission	Richard Mrozinski
County Commission	Kyle W. Allen, Sr.	Burns Harbor	Jane Jordan	County Council	Cary Kirkham
County Council	Christine Cid	County Commission	Jim Biggs	County Surveyor	Anthony Hendricks
County Surveyor	Bill Emerson, Jr.	County Council	Jeff Larson	Kingsbury	Mark Ritter
Crown Point	Andrew Kyres	County Surveyor	Kevin Breitzke	Kingsford Heights	Pending
Dyer	Mary Tanis	Chesterton	Jim Ton	LaCrosse	Justin Kiel
East Chicago	Anthony Copeland	Dune Acres	Jeannette Bapst	La Porte	Mark Krentz
Gary	Karen Freeman-Wilson	Hebron	Don Ensign	Long Beach	Nick Meyer
Griffith	Rick Ryfa	Kouts	Tim Jones	Michiana Shores	Jean Poulard
Hammond	Thomas McDermott, Jr.	Ogden Dunes	Carolyn Saxton	Michigan City	Tim Bietry
Highland	Michael Griffin	Pines	Pending	Pottawattomie Park	Pending
Hobart	Brian Snedecor	Portage	James Snyder	Trail Creek	John Bayler
Lake Station	Christopher Anderson	Porter	Greg Stinson	Wanatah	Diane Noll
Lowell	Will Farrellbegg	Porter Township	Edward Morales	Westville	Thomas Fath
Merrillville	Richard Hardaway	Union Township	George H. Topoll		
Munster	Dave Shafer	Valparaiso	H. Jonathan Costas		
New Chicago	Lori Collmar				
St. John	Christian Jorgensen			Governor's Appointment	Rep. Ed Soliday
Schererville	Tom Schmitt				
Schneider	Jack Jerals				
Whiting	Joseph Stahura				
Winfield	Dave Anderson				

NIRPC committees



⌘ = Committee makes decisions on Federal Funding Transportation Projects



MPO functions:

- Technical Planning Committee
 - Receives funding requests from the Transportation Resource and Oversight Committees. Provides funding recommendations to the Commission regarding amendments to the TIP. Ensures that project requests are aligned with the 2040 plan. Sets categorical funding targets and sets evaluation criteria and priorities for projects.
 - Twelve Commissioners with a quorum at least three, in addition to three transit operators, and one representative from: NWI Forum, INDOT, NICTD, GPTC, and Michigan City Transit
- Topical Committees
 - Explore issues, trends, policies, programs, and regulations relevant to their assigned topics including the environment; bicycle, pedestrian, and paddling; land use; rail and freight; transit; and surface transportation.
- Transportation Resource Oversight Committee
 - Makes funding recommendations to the TPC for transportation investments.

COG functions:

- Legislative Committee
 - Determines NIRPC positions on priority state and federal legislation across all NIRPC planning domains and topics of local interest.
 - Composed of volunteer Commissioners with a quorum of at least three Commissioners
- Local Government Assistance Committee
 - Provides a forum for sharing or learning best practices and issues related to local governments, provides training opportunity, explores funding opportunities, and local problem solving. Connects urban core communities and small towns for areas of common concern.
 - Composed of volunteer Commissioners with a quorum of at least three Commissioners, in addition to municipal officials.

2019-2020 Unified Planning Work Program

NIRPC staff organization and functions

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



About the UPWP

Required elements

A driving influence in the development of this UPWP is the federal transportation authorization act, The Fixing America's Surface Transportation Act (FAST), and the Clean Air Act. It was signed into law by President Obama on December 5, 2015. The FAST Act is a five-year authorization and intends to improve surface transportation infrastructure, including our roads, bridges, transit systems, bicycle and pedestrian networks. The bill reforms and strengthens transportation programs revises national planning factors provides more flexibility for states and local governments, streamlines project approval processes and maintains a strong commitment to safety.

Essential transportation planning activities are accomplished by NIRPC in an open, transparent and inclusive process that complies with metropolitan planning regulations in order 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, which are a UPWP, a metropolitan transportation plan with at least a 20-year horizon, and a shorter-range Transportation Improvement Program. The UPWP is organized by major activity and task, in addition to the following details: 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. The UPWP and other products of the planning process are reviewed by INDOT, FHWA, and FTA for compliance.

FHWA + FTA planning emphasis areas

NIRPC also focuses on National Planning Emphasis Areas (PEAs) put forth periodically by USDOT. The PEAs help with the implementation of the FAST Act. On February 8, 2018, PEAs were issued for FY 2019 and 2020, mostly continuing previously issued PEAs. The following is a summary:

- Continue efforts on implementing the FAST Act;
- Continue efforts on our Title VI program;
- Continue to coordinate and document by agreement how INDOT and MPOs develop and share information related to transportation performance data, selection of performance targets, the reporting and progress of targets, and collection of data for asset management systems - agreements are due by May 20, 2019;
- Ensure public participation plan includes public ports and providers of transportation;
- Ensure Coordinated Human Service Public Transportation Plans are updated; and
- Transit Asset Management Plans are due October 1, 2018.

Ten national transportation planning factors:

- (1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2) Increase the safety of the transportation system for motorized and non-motorized users;
- (3) Increase the security of the transportation system for motorized and non-motorized users;
- (4) Increase accessibility and mobility of people and freight;
- (5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (7) Promote efficient system management and operation;
- (8) Emphasize the preservation of the existing transportation system;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- (10) Enhance travel and tourism.

Metropolitan planning activities and tasks

100 | Administration + public participation

Program #: 19-100

2019 budget:

Federal	\$391,259
Local match	\$97,815
Total	\$489,073

Program #: 20-100

2020 budget:

Federal (PL)	\$397,178
Local match	\$99,294
Total	\$496,472

Tasks:

- Planning management and administration
- Public participation and communication tools
- Title VI program management
- Environmental Justice program management
- ADA program management
- Unified Planning Work Program development and management

100.1 | Planning management + administration

Task objective:

Effective management of NIRPC team and resources to achieve high-quality and impactful outcomes from MPO functions. Efficient administration of NIRPC grants and contracts, and support of all Commission and topical committees.

Task description:

Elements:

- Management of NIRPC team including the coordination of internal team meetings, delegation of work and committee assignments.
- Staff training, mentorship, professional development, time and attendance review, and execution of a new performance management processes.
- Administration of financial resources
- Administration of topical planning committees: production of agendas, minutes, and communication functions by Administrative Assistants for timely distribution of meeting materials.

Activities:

Transportation and Environmental Directors participate in meetings with partners throughout the year. Examples include the MPO Council in Indianapolis, Department of Natural Resources, Lake Michigan Coastal Program Coastal Advisory Board, Chicago Wilderness, Chicago Metropolitan Agency for Planning's Transportation and Green Infrastructure Committees, Indiana Dunes National Lakeshore, Illinois-Indiana Sea-Grant Advisory, Indiana Climate Change Impact Assessment Advisory Group, Urban Waters Federal Partnership, Calumet Collaborative, Port of Indiana, South Shore Clean Cities, Indiana Department of Environmental Management etc.

Public outreach:

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

Data collection/analysis: not applicable.

Task deliverables:

On-budget and on-schedule delivery of planning program including all grant deliverables and federally required 3C documents identified herein. Quarterly billing, performance evaluations, monthly committee and Commission meetings, and quarterly training activities.



- **Task lead**
Trey Wadsworth
- **Task contributors**
Kathy Luther, Mary Thorne, Daria Sztaba, Meredith Stilwell, and vacant Administrative Assistant
- **Topical committee**
All committees and Commission
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
 - Management of staff performing UPWP tasks and projects
 - Initiation of new performance management system
 - Management of planning processes.
 - Preparing for Certification Review and Maintaining Planning Certification.
 - Quarterly PL and CMAQ Program Reports and Billings
 - Annual PL and CMAQ Completion Reports.
 - Commission and Committee meetings staffed
 - Participation in meetings of coordinating partners
- **Performance measures for task**
On-budget and on-schedule delivery of planning program



- **Task lead**
Dominique Edwards
- **Task contributors**
Mary Thorne, John Smith, and Meredith Stilwell
- **Topical committee**
Outreach Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Continued public participation and adherence to the 2014 Public Participation Plan
 - Website updates
 - New page creation
 - Posting of meeting dates
 - Posting of comment periods
 - Share NIRPC content w/ social media followers
- **Performance measures for task**
Web, email and social media analytics, in addition to the number of participants in our planning efforts.



100.2 | Public participation + communication tools

Task objective:

Implement the NIRPC Public Participation Plan, which includes the public participation requirements for Metropolitan Planning Organizations (MPOs) found in the federal metropolitan planning regulations. This means the development and execution of a transparent planning process with ample opportunity for input from the public, partners, and stakeholders. NIRPC is committed to providing opportunities for education, feedback, and outreach to all-region residents and stakeholders. Manage and update/upgrade the NIRPC website to be an informative and up to date source for NIRPC planning efforts, meetings, and resources to not only assist constituents who are familiar with and utilize NIRPC services, but to also increase awareness and inclusion of the general public in NIRPC efforts.

Task description:

Elements:

Implement the 2014 Public Participation Plan and communication strategies associated with all planning activities, including the coordination of public participation programs with state and federal entities. Ensure that contact lists are up to date and a list of accessible meeting locations is maintained. Ensure that the provision of alternative formats is made available when requested.

Activities:

Plan for, secure, and document public input pertaining to transportation, environmental, and economic development plans and programs, including comment periods and public meetings. Post content regarding planning activities and public comment periods on NIRPC's social media pages and website. Publish a quarterly newsletter for distribution to stakeholders and interested parties. NIRPC Website Coordinator will keep the website current.

Public outreach:

Identify and attempt to engage diverse participation from all communities with our region on NIRPC's plans and programs, particularly groups who have traditionally not been involved in transportation planning. Address PEA to ensure freight, ports, and providers of transportation are included in the PPP.

Data collection/analysis:

Utilize web, email and social media analytics to gauge outreach activities are successful. Track meeting participation and comments received to understand if participation reflects regional demographics.

Task deliverables:

Consistent implementation of the 2014 Public Participation Plan. Activation of the Outreach Committee and reporting to federal partners on outreach activities.

100.3 | Title VI program management

Task objective:

Continue to ensure that NIRPC and partner Local Public Agencies (LPA) in our region comply with Title VI of the Civil Rights Act of 1964. This will have the effect of better ensuring that programs and projects adhere to the principles of non-discrimination, as well as make the MPO's nondiscrimination self-certifications accurate.

Task description:

Elements:

Assist and survey LPAs on compliance, including monitoring if LPAs have Title VI implementation plans and that they meet Title VI requirements. If such a plan is not in place with the project sponsor LPA, then INDOT may limit funding to those entities that are not meeting the requirements. Elements of an implementation plan include 1) identification of a person responsible for Title VI; 2) ensure utilization of "Notification of Nondiscrimination" statements; 3) a documented complaint process, and 4) steps used to collect and evaluate data on impacts from the LPA's programs and projects.

Activities:

NIRPC will continue to offer technical assistance to those LPAs that need assistance in completing this requirement for the development and implementation of a Title VI Plan.

Public outreach:

All planning activities conducted by NIRPC will ensure that all aspects of Title VI are considered. NIRPC will also further its effort on outreach activities to include communities protected by Title VI so that all communities input is received.

Data collection/analysis:

Monitor that 100% of LPAs have Title VI implementation plans in effect. Monitor NIRPC's outreach activities in Title VI protected communities.

Task deliverables:

Technical assistance to LPAs and robust public outreach.



- **Task lead**
Dominique Edwards
- **Task contributors**
Not applicable
- **Topical committee**
Not applicable.
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
LPA compliance with Title VI.
- **Performance measures for task**
All recipients of federal funds, including NIRPC itself, are in compliance with Title VI.



- **Task lead**
Dominique Edwards
- **Task contributors**
None
- **Topical committee**
Not applicable
- **Task status**
New specifically highlight task, but activities have occurred in the past, and now intended to be ongoing and permanent.
- **Prior task accomplishments**
Task was not explicitly included in prior UPWPs.
- **Performance measures for task**
All recipients of federal funds, including NIRPC itself, are utilize Environmental Justice best practices.



100.4 | Environmental Justice program management

Task objective:

NIRPC, as the MPO for Northwestern Indiana, is charged with evaluating our plans and programs for environmental justice sensitivity and expand outreach efforts to low-income, minority, and other potentially disadvantaged populations. In this UPWP cycle, NIRPC will re-evaluate its Environmental Justice communities in light of the development of the 2050 long-range plan.

Task description:

Elements:

Identification of populations of potential disadvantage through analysis, emphasis on incorporation of results in public participation activities, and consideration of such populations in planning outcomes.

Activities:

NIRPC will use a methodology to identify potentially disadvantaged population groups. The methodology will be identified after research of best practices.

Public outreach:

Following the analysis exercise, NIRPC will use the results to enhances its public participation efforts to those communities underrepresented in the transportation planning process.

Data collection/analysis:

The methodology may use data from the American Community Survey (ACS) collected by the U.S. Census Bureau. Using this data, NIRCP will create a snapshot of the region, mapping the locations of identified EJ populations.

Task deliverables:

Updated identification of potentially disadvantaged populations to be used in other planning activities. Activities within this task will assist in the activation of the Outreach Committee.

100.5 | Americans with Disabilities Act program management

Task objective:

Ensure all Local Public Agencies (LPA) in our region that are required to have transition plans are in compliance with the Americans with Disabilities Act.

Task description:

Elements:

Assist LPAs with compliance, including monitoring if LPAs have ADA transition plans and that they meet ADA requirements. If such a plan is not in place with the project sponsor LPA, then INDOT may limit funding to those entities that are not meeting the requirements. Elements of an implementation plan include: 1) identification of an ADA Coordinator; 2) providing notice to the public about ADA requirements; 3) a documented grievance procedure; 4) developing internal design standards, specifications, and details; 5) assigning personnel for the development of a Transition Plan and completing it; 6) approving a schedule and budget for the Transition Plan; and 7) monitoring the progress on the implementation of the Transition Plan.

Activities:

These steps were all performed by the local public agencies required to have a transition plan, ensuring that they are in compliance with the ADA. Over the course of 2019, NIRPC will assist LPAs and transit operators identify bus stop locations throughout the region where fixed route service exists to determine if those bus stops are ADA compliant.

Public outreach: Work with partners and stakeholders to understand the needs of individuals with disabilities. Will incorporate feedback in NIRPC planning, programming and technical assistance to LPAs.

Data collection/analysis:

Not applicable.

Task deliverables:

The Transition Plan should be viewed as a “living document” and updated regularly to reflect changes in real-world conditions and to address any possible new areas of noncompliance. In order to be effective, the Transition Plan needs to be utilized in the yearly planning of projects and funding decisions, and also needs to be periodically reviewed for compliance and validity.



- **Task lead**
Allen Hammond
- **Task contributors**
Dominique Edwards
- **Topical committee**
Not applicable
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
NIRPC technical assistance to LPAs to achieve compliance with ADA transition planning requirements.
- **Performance measures for task**
All recipients of federal funds, including NIRPC itself, are in compliance with ADA.



2019-2020 Unified Planning Work Program



100.6 | UPWP development and management

Task objective:

Develop and manage the UPWP and its amendments. The UPWP includes planning activities to implement the 2040 Comprehensive Regional Plan, applicable laws, and regulations to support the federally required 3C transportation process for MPOs as outlined in metropolitan planning regulations.

Task description:

Elements:

A planning work program that addresses the needs of NIRPC, requirements of the federal regulation, and is responsive to the public, partners, and stakeholders.

Activities:

Identification of planning tasks and activities that assist in the implementation of the long-range plan, support the MPO,

Public outreach:

The UPWP is developed according to NIRPC's Public Participation Plan. The draft UPWP is presented to each of the topical committees, the Technical Planning Committee, and the Commission. The draft UPWP is subject to a thirty-day public comment period before adoption by the Commission. UPWP amendments are subject to a seven-day public comment period before adoption by the Commission.

Data collection/analysis:

Financial information to support the budgets contained herein.

Task deliverables:

Final 2019-2020 UPWP approved by federal partners before the start of FY 2019 and an annual completion report due to federal partners 90 days after the close of each program year.

- **Task lead**
Trey Wadsworth
- **Task contributors**
Kathy Luther, Mary Thorne, and Daria Sztaba
- **Topical committee**
Technical Planning Committee and Commission
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Production, management and amendments of the 2017-2018 UPWP. UPWP continued to respond to the recommendations federal certification review. NIRPC developed the UPWP planning programs to contribute to the implementation of the 2040 long-range plan. The UPWP basis is constructed to meet the requirements of FAST Act.
- **Performance measures for task**
On-time delivery to INDOT and federal partners



200 | Data collection + analysis

Program #: 19-200

2019 budget:

Federal (PL)	\$322,530
Local match	\$80,632
Total	\$403,162

Program #: 20-200

2020 budget:

Federal (PL)	\$334,646
Local match	\$83,662
Total	\$418,308

Tasks:

- Transportation data collection
- Planning data analysis + forecasts
- GIS support services
- Performance-based planning activities
- Congestion management
- Travel demand modeling
- Air quality conformity



200.1 | Planning data collection

Task objective:

Collect, update and manage data relating to all aspects of metropolitan planning. Includes data to support congestion management, economic and land use development, safety planning, vehicle, bicycle and pedestrian counts, and transit data.

Task description:

Elements:

- Crash data collection
- Traffic count data collection
- Travel time data collection
- Transit data collection
 - Asset inventory and condition data
- Bicycle and pedestrian count data collection
- Household Travel Survey in partnership with CMAP

Activities:

Emphasis will be placed on identifying all the data needed for collection by NIRPC in order to support transportation planning processes and decision making, especially in light of requirements to fulfill the performance-based planning requirements of USDOT, and for the development of the next comprehensive long-range plan due by FY 2020. In addition, the optimal data collection cycle will be identified.

Public outreach:

As needed, but not anticipated to be a considerable effort.

Data collection/analysis:

All data identified above; no analysis is conducted under this task.

Task deliverables:

Data sets are collected in time for use by planners responsible for analysis. Completion of traffic counts requested by INDOT on a spring and fall cycle. In addition, the Household Travel Survey will kick-off and remain on schedule.

- **Task lead**
Vacant Regional Planner / Policy Analyst
- **Task contributors**
Terrell Waddell, Scott Weber, and the vacant GIS Planner
- **Topical committee**
Ped, Pedal, and Paddle Committee, Surface Transportation Committee, Rail and Freight Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
 - Crash data collection
 - Traffic count data collection
 - Travel time data collection
 - Transit data collection
 - Bicycle and pedestrian count data collection
- **Performance measures for task**
Data collection cycles are adhered to; data is available for analysis and use in transportation planning processes and decision making
- **Special cost:**
The Household Travel Survey valued at \$276,139, was amended into the TIP and prior UPWP. This consultant task is funded with STBG funds and match provided by partner agencies. The contract associated with the Household Travel Survey is estimated to be completed by February 2020.



200.2 | Planning data analysis + forecasts

Task objective:

The objective of this work element is to manage, analyze, and disseminate data to support NIPRC planning activities, which requires data for transportation, regional land use, environmental and economic development elements. The management of data is essential in analyses and downstream decision making for the regional planning and initiatives, and for integration in GIS.

Task description:

Elements:

Management of all data that supports the planning activities by NIRPC. Data analysis as needed to inform recommendations contained within NIRPC plans, to support the performance-based planning system, and for decision-makers to consider in NIRPC committees or externally. Census data and demographics forecasts will also be the main focus of this task.

Activities:

Identify data analysis and forecast cycles that best assist NIRPC planning activities, routine or unique tasks. Provide for dissemination of data analysis results to appropriate parties within NIRPC or to external parties.

Public outreach: coordination with LPAs and INDOT.

Data collection/analysis: not applicable.

Task deliverables:

Clear analysis framework and a data clearinghouse. Ongoing analysis of data and forecasts thereafter.



- **Task lead**
Vacant Regional Planner / Policy Analyst
- **Task contributors**
Scott Weber and vacant GIS planner
- **Topical committee**
All committees
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
This task was assigned to a team member that received a promotion and therefore in 2017-2018 there has not been a significant level of effort attributed to this task.
- **Performance measures for task**
Development of a clear analysis framework and a data clearinghouse.



- **Task lead**
Vacant GIS planner
- **Task contributors**
Regional Planner / Data Analyst
- **Topical committee**
All committees
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
GIS spatial analysis to support all NIRPC planning activities
- **Performance measures for task**
High-quality GIS spatial analysis delivered on-time to support all NIRPC planning activities



200.3 | GIS support services

Task objective:

Manage, coordinate, expand, and continue to upgrade of the NIRPC GIS to meet the increasingly diverse spatial data requirements of comprehensive transportation, environmental, and land use planning, economic development, and regional initiatives.

Task description:

Elements:

Working with NIRPC team members identify spatial analysis and maps needed to support all planning activities.

Activities:

- Maintain GIS functionality
- Organize GIS more effectively
- Produce and consistently maintain datasets
- Create, deploy, and maintain online GIS maps
- Participate in regional GIS user groups
- Perform analysis for planning tasks

Public outreach: not applicable

Data collection/analysis: not applicable

Task deliverables:

High-quality GIS spatial analysis conducted throughout the year to support NIRPC planning activities.

200.4 | Performance-based planning activities

Task objective:

Implement the requirements of federally mandated performance-based planning activities. Expand beyond the requirements to include a comprehensive performance management system as an outcome of the 2050 long-range planning process.

Task description:

Elements:

Metric identification where measures are not already established in federal law, target setting, data collection, and reporting.

Activities:

Follow the timeline established by FHWA and FTA, NIRPC will implement performance-based planning as required. This will be followed by ongoing data collection and analysis to support this task permanently. Through the 2050 long-range planning process, NIRPC will go beyond what is required of FHWA and FTA to develop a comprehensive performance management system addressing all aspects of the plan. Participate in the MPO Council committee on performance-based planning.

Public outreach:

Public outreach will consist of presenting metrics, targets and reporting to relevant committees the Commission. Where needed the long-range plan and TIP will be an amendment to fulfill federal requirements. Such amendments will call for public participation with comment periods and a public meeting.

Data collection/analysis:

This task will focus on identifying the data that needed to support NIRPC's performance-based planning system. The activities of data collection and analysis will be conducted under the "Planning data collection" and "Planning analysis and forecasts" tasks.

Task deliverables:

Adopted targets by federal due dates, timely reporting of performance, and maintenance of the federally required performance-based planning process. Measures will include safety, pavement and bridge condition, system congestion for all users and freight users, and one for the Congestion Mitigation Air Quality program. By May 2019, NIRPC will have a full performance management system as a result of the 2050-long-range planning process.



- **Task lead**
Scott Weber
- **Task contributors**
Vacant Regional Planner / Policy Analyst
- **Topical committee**
Surface Transportation Committee and Transit Operators Roundtable
- **Task status**
New, but intended to be ongoing and permanent
- **Prior task accomplishments**
Adoption of the safety target, and participation in training for the implementation of performance-based planning activities.
- **Performance measures for task**
Ongoing adherence to federal performance-based planning requirements. Creation of a comprehensive performance management system.



200.5 | Congestion management

Task objective:

Fulfill the requirements for a Transportation Management Area (TMA) by ensuring that planning and projects carried out by NIRPC and its local partners consider congestion reduction where possible.

Task description:

Elements:

Objective and quantitative evaluation of congestion within the NIRPC region. An operation-oriented approach to the congestion management process will continue to be pursued.

Activities:

1) Recognize that on some corridors there is congestion that NIRPC aims to consider for improvement. 2) Identification and involvement of stakeholders of congested corridors. 3) Analysis of existing data on the congested network. 4) Identification of potential alternative plans and projects that would result in improvements in congestion. 5) A process that would screen plans and projects and select the preferred alternative(s). 6) Monitor the congested network to inform future planning and programming strategies.

Public outreach:

Outreach to the public occurs on an as-needed basis in the congestion management process.

Environmental Justice and Title VI populations are considered by acknowledging the locations of the congested network that may disproportionately impact burdened communities as well as award potential plans and projects that seek to improve congestion in burdened communities.

Data collection/analysis: as described in the activities above and milestones below.

Task deliverables:

A simplified Congestion Management Process will be achieved that reduces down to the six elements listed in the activities above, that will be robust enough to allow implementation and monitoring using powerful tools such as NPMRDS where available and collect travel times where NPMRDS coverage is lacking. Analysis of the NPMRDS data will be completed by May 2018. Data collection on the roads in the Congested Network not covered by NPMRDS will be collected in Spring and Fall 2018. The Surface Transportation Committee will adopt a new Congestion Management Process in April 2019 after a 30-day public comment period of a draft by February or March 2019, and then that CMP will be included in the 2050 RTP. The remainder of the time in this task will be spent implementing the new CMP.

- **Task lead**
Scott Weber
- **Task contributors**
None
- **Topical committee**
Surface Transportation Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Application of the Congestion Management Process to long-range plan and TIP amendments in addition to the FY 2018-2021 TIP. Acquired newly and freely available probe-based data from the National Performance Measures Research Data Set (NPMRDS) and compiled a database for the NIRPC region from these data. Acquainted the Surface Transportation Committee with the NPMRDS data and presented a direction NIRPC would like to take the Congestion Management Process.
- **Performance measures for task**
Reliability measures that are applicable: Percentage of Person Miles Traveled on the Interstate that are reliable, Percentage of Person Miles Traveled on the Non-Interstate NHS. Congestion Measure that is applicable: Annual Peak Hours of Excessive Delay per Capita in the overall Chicago Metropolitan Area.



200.6 | Travel demand modeling

Task objective:

Model region travel demand in Northwestern Indiana and in neighboring areas. 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. Results of modeling help meet federal requirements of air quality conformity and assist NIRPC stakeholders in evaluating some localized travel impacts of projects.

Task description:

Elements:

Model validation, socio-economic forecasts, land-use assumptions, VMT estimates, air quality impacts.

Activities:

1) Validate Travel Demand Model to latest VMT estimates. 2) Extend the model's horizon year out to 2050 by incorporating upcoming 2050 demographic forecasts. 3) Use Household Travel Survey Data to keep Travel Demand Model current with respect to trip generation rates. 4) Be involved with the Indiana Model Users Group (iMUG) and the Chicago Area Travel Model Users Group (CATMUG) to stay atop of best Travel Demand Modeling practices. 5) Apply Travel Demand Model to NIRPC planning and programming activities such as Air Quality Planning, programming decision support for projects, etc. 6) Improve the usability of the Travel Demand Model so that it can be more easily replicated by others.

Public outreach: not applicable.

Data collection/analysis:

VMT forecasts, land-use assumptions, and socio-economic forecasts.

Task deliverables:

This is an ongoing activity that will support the development and implementation of the 2050 RTP and analysis of transportation investments considered in the Transportation Improvement Program. The analysis in the transportation section(s) of the 2050 RTP, drafted by spring 2019, will include information from the Travel Demand Model. Validation to a 2016 base year (the most recent year where reliable VMT information is available, possibly 2017) will be completed by summer 2018. Demographic forecasts should be completed by fall 2018 with the model extending out to 2050 by then as well. By spring 2019, the household travel survey data will be available for NIRPC to incorporate into improving trip generation rates.



- **Task lead**
Scott Weber
- **Task contributors**
None
- **Topical committee**
Surface Transportation Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Applied the Travel Demand Model to support NIRPC planning activities including implementing the Regional Corridors Study, modeling air quality impacts on RTP and TIP amendments/adoptions, understanding congestion, and assisting project sponsors on understanding how project implementation impacts the project areas and regional travel patterns. Increased the automation of the Travel Demand Model so it is executed in Python tools instead of in MS-DOS prompt.
- **Performance measures for task**
On-time model validation along with input data to support the development of the 2050 RTP.



- **Task lead**
Scott Weber
- **Task contributors**
None
- **Topical committee**
Technical Planning Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Completed the air quality conformity process for amendments #3 and #4 to the 2040 Comprehensive Regional Plan Update Companion as well as the FY 2018-2021 TIP. Began the process of updating the now-INDOT but future-NIRPC air quality post processor that will directly tie in results from the travel demand model into the air quality conformity process without having to wait for INDOT to complete this step.
- **Performance measures for task**
Total emissions reductions in kg/day of ozone precursors (VOC and NOx)



200.7 | Air quality conformity

Task objective:

Meet the federal requirements for Air Quality Conformity as they apply to an 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 that fall within motor vehicle emissions budgets and other required parameters.

Task description:

Elements:

Participate with state and federal partners to evaluate air quality impacts of transportation investments. Communicate modeling results to partners and inform investment decisions.

Activities:

1) Participate in the Interagency Consultation Group (ICG) on Air Quality. 2) Prepare draft air quality conformity determination Analysis documents showing that regionally significant non-exempt planned and programmed projects, regardless of funding source, demonstrate air quality conformity. 3) Revise Air Quality Conformity Determination Analysis documents to the ICG's satisfaction. 4) Present the ICG-sanctioned Air Quality Conformity Determination Analysis document to the NIRPC Technical Planning Committee for recommendation to the Commission for final approval. 5) Collect FHWA/FTA's formal findings of Air Quality Conformity Determination. 6) Methodology for completing the elements listed above: run the Travel Demand Model to the specifications necessary with the regionally significant non-exempt projects; running the Air Quality Post Processor; draft the Air Quality Conformity Determination Analysis document (applicability, priority, consultation, relationship of the RTP and TIP conformity to the NEPA process, fiscal constraints for the RTP and TIP, criteria and procedures for the conformity determination, latest planning assumptions, latest emissions model, TCM implementation, consistency with motor vehicle emissions budgets in the State Implementation Plan, emissions reductions in areas without motor vehicle emissions budgets, procedures for determining regional transportation-related emissions, regional transportation-related emissions results).

Data collection/analysis: described above.

Task deliverables:

Model runs for 2050 long-range plan, TIP and TIP amendments as needed. Task milestones are aligned with the development of the 2050 long-range plan.

300 | Short-range planning

Program #: 19-300

2019 budget:

Federal (PL)	\$153,382
Local match	\$38,346
Total	\$191,728

Program #: 20-300

2020 budget:

Federal (PL)	\$159,145
Local match	\$39,786
Total	\$198,931

Tasks:

- Transportation Improvement Program development
- Transportation Improvement Program management
- Environmental mitigation planning

- **Task lead**
Charles Bradsky
- **Task contributors**
None
- **Topical committee**
Transportation Resources Oversight Committee, Transit Operators Roundtable, Technical Planning Committee, and Commission
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
A new TIP was not developed in the prior UPWP period.
- **Performance measures for task**
Fully programming all available federal funds allocated to the NIRPC region.
- **Special cost:**
The E-TIP valued at \$45,000, was amended into the TIP and prior UPWP in June 2017. This consultant task is funded with STBG funds with match from NIRPC.



300.1 | Transportation Improvement Program development

Task objective:

Develop and deliver the FY 2020-2023 Transportation Improvement Program (TIP) by May 2019. The TIP will be a fiscally constrained five-year multi-modal investment program reflecting the vision and goals of the 2050 long-range plan, implementing the performance-based planning system, adhering to air quality conformity rules, and utilizing a robust and transparent public participation process.

Task description:

Activities:

1) Solicit transportation projects within the established committee structure. 2) Develop the FY 2020-2023 TIP with the intent of delivering a full portfolio of projects with the resources available to the NIRPC region. 3) Develop a fiscally constrained five-year spending plan of federal funds allocated to NIRPC. 4) Develop and employ project selection criteria to inform decision-makers on the merit of each proposed project. 5) Maintain a good working relationship with LPAs, transit operators, INDOT, FHWA, and FTA.

Public outreach:

Utilize a robust and transparent public participation process to inform the project selection.

Data collection/analysis:

Financial planning, fiscal constraint analysis, and air quality conformity.

Task deliverables:

A new TIP for review and approval by INDOT and federal partners. Task milestones are aligned with the development of the 2050 long-range plan.

300.2 | Transportation Improvement Program management

Task objective:

Maintain through periodic amendments and modifications a fiscally constrained five-year multi-modal investment program reflecting the vision and goals of the 2050 long-range plan, implementing the performance-based planning system, adhering to air quality conformity rules, and utilizing a robust and transparent public participation process.

Task description:

Activities:

1) Coordinate transportation projects within the established committee structure. 2) Maintain the 2018-2021 TIP by introducing amendments and administrative modifications with the intent on delivering a full portfolio of projects with the resources available to the NIRPC region. 3) Maintain a fiscally constrained five-year spending plan of federal funds allocated to NIRPC. 4) Maintain a current list of Employee in Responsible Charge (ERC) for each LPA. 5) Organize and conduct quarterly tracking meetings to assess the viability of project letting; recommend amendments as needed. 6) Employ project selection criteria, as applicable, to inform decision-makers on the merit of each proposed project. 7) Maintain a good working relationship with LPAs, transit operators, INDOT, FHWA, and FTA. 8) Publish a list of obligated projects, known as the Annual List of Obligated Projects (ALOP), no later than 90 days following the close of the fiscal year.

Public outreach:

Utilize a robust and transparent public participation process to inform the project selection and amendments.

Data collection/analysis:

Financial planning, fiscal constraint analysis, and air quality conformity.

Task deliverables:

Quarterly tracking meetings the month following the close of a quarter, amendments as needed but before a project is due to let. Document the number and percentage of projects let for construction per program year as originally published in the TIP.



- **Task lead**
Charles Bradsky
- **Task contributors**
None
- **Topical committee**
Transportation Resources Oversight Committee, Transit Operators Roundtable, Technical Planning Committee, and Commission
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
TIP amendments and modifications. Publication of the ALOP.
- **Performance measures for task**
Fully obligating all available federal funds allocated to the NIRPC region.



- **Task lead**
Joe Exl
- **Task contributors**
Vacant Administrative Assistant
- **Topical committee**
Environmental Management Policy Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Conducted red flag investigations as needed.
- **Performance measures for task**
Number of red flag investigations conducted to facilitate project development and timely letting.



300.3 | Environmental mitigation planning

Task objective:

To enhance the performance of the transportation system while protecting and enhancing the natural environment by integrating the various aspects of Planning and Environmental Linkages, especially as it pertains to the Planning Emphasis Areas, the Red Flag Investigations and FHWA Every Day Counts initiatives into transportation planning.

Task description:

Activities:

1) Conduct red flag investigations. 2) Continue with the implementation of RFIs on projects in the TIP. 3) Continue to monitor any updates to relevant state, federal, regional, and local environmental plans that they may inform the transportation planning process. 4) Maintain an open dialog with environmental stakeholders, land trusts, and local natural resource groups to review results and technical reports. 5) Continue to explore opportunities to implement new aspects of FHWA Ecological in the region. 6) Continue to communicate to LPAs the availability of our Red Flag Investigation services and participate in project scoping meetings with agencies before projects are added to the TIP, at which point opportunities for impact avoidance and mitigation are less available and costlier. 7) Work with the Indiana Department of Natural Resources IN-Lieu Fee program to identify regionally significant natural resource and watershed plan priorities and opportunities for potential mitigation needs related to priority new transportation projects identified in the completed Regional Corridors Study. 8) Open dialogue with INDOT Right of Way Maintenance Program to explore partnership opportunities in high priority invasive management areas.

Public outreach: not applicable.

Data collection/analysis:

Continue to update and maintain the NIRPC environmental database to inform discussion and decisions on environmental impacts and priority mitigation activities. Environmental impacts to include at a minimum: water quality and stormwater impacts, wildlife mortality, habitat connectivity. Other data collected and maintained includes; wetlands, watershed priority areas, priority forest resources, prime farmland, historic structures, public open lands, and many others.

Task deliverables:

RFI process incorporated into pre-TIP project scoping meetings. Updated Environmental Mitigation Areas map. Mitigation targets identified for future Regional Corridors Study transportation projects.

400 | Long-range planning

Program #: 19-400

2019 budget:

Federal (PL)	\$373,577
Local match	\$93,394
Total	\$466,971

Program #: 20-400

2020 budget:

Federal (PL)	\$343,382
Local match	\$85,846
Total	\$429,228

Tasks:

- 2050 comprehensive regional plan development
- Comprehensive regional plan implementation
- Regional land use planning
- Surface transportation planning
- Environmental planning linkages

2019-2020 Unified Planning Work Program

- **Task lead**
Trey Wadsworth
- **Task contributors**
Mitch Barloga, Gabrielle Biciunas,
Eman Ibrahim, Scott Weber, Vacant
Regional Planner / Policy Analyst,
Kathy Luther, and Joe Exl
- **Topical committee**
All committees
- **Task status**
New task for 2019-2020 UPWP
- **Prior task accomplishments**
Implementation of the 2040
comprehensive long-range plan.
- **Performance measures for task**
On-time adoption and approval of the
2050 comprehensive long-range plan.



➤ 400.1 | 2050 comprehensive regional plan development

Task objective:

Using the 2040 long-range plan as the cornerstone to launch from, use an innovative qualitative scenario planning approach that includes performance-based planning requirements and aligns the development of the next TIP, to identify strategies and investments that will work in the most possible futures as informed by a robust public participation effort, creating an action plan for NIRPC for years to come. Meet all ten of national planning factors.

Task description:

Elements:

A multi-step process reflecting on the successes and work to be completed from the 2040 plan, the 2050 plan will articulate regional vision and needs, identify influences on our future, use scenario planning to anticipate impacts of different possible futures, set up a performance-based planning system beyond the minimum requirements of USDOT, define defensible and clear evaluation criteria, endorse strategies and investments to improve our region, and identify partners to help us move towards the future.

Public outreach:

The 2050 plan development will seek robust public input during four distinct periods of significant outreach throughout the timeline from April 2018 to April 2019. Special emphasis will be placed on trying to include communities that are not typically involved in the transportation planning process, such as Title VI, Environmental Justice, and ADA protected communities.

Data collection/analysis:

The process envisioned for the development of the 2050 plan will be conservative on data collection and analysis and therefore more resource friendly. The intent is to first determine the priorities of the region and then invest in later planning studies and activities where intensive data collection and analysis is typically required. However, the standard data collection analysis activities will still be included such as socio-demographic forecasting, benefits and burdens analyses, fiscal constraint analyses, and air quality conformity determinations to evaluate a slate of investments for inclusion in the plan.

Task deliverables:

The plan will have a series of deliverables throughout the process including strategy papers, public participation activities and events, project evaluation criteria, a new performance-based planning system, a set of strategies and investments to endorse, and a full published plan by the late spring of 2019 for consideration by the Commission and our state and federal partners for approval.

400.2 | Comprehensive regional plan implementation

Task objective:

Study, research, plan, and implement the vision, needs, goals, and strategies of the existing 2040 long-range plan through the end of FY 2019, and the 2050 long-range plan in development starting in FY 2020. This task focuses on making connections between transportation planning and programming, for both highway and transit, and other demonstrated needs in the region such as food access or better land use planning.

Task description:

Elements:

- Food systems planning
 - Continue to participate and provide technical assistance and support to the NWI Food Council as it relates to transportation, land use, environmental, economic development, agritourism and social equity. Seek funding opportunities that support and improve food systems access and transportation. Strengthen stakeholder partnerships and coordination. Data collection and analysis related to food systems. This element is strongly connected to the concepts espoused by the “Ladders of Opportunities” initiative advanced by USDOT.
- Urban core
 - Assist urban core communities with various urban revitalization projects by providing technical assistance, in the form of data support, analysis, coordination, and will support the pursuit of funding sources for those projects. This element is strongly connected to the concepts espoused by the “Ladders of Opportunities” initiative advanced by USDOT.

Public outreach:

- Food systems planning
 - Outreach and involvement from Title VI and EJ communities is key in the planning process and a vital part of NWI Food Council activities and initiatives. Continued emphasis on transportation investment as it relates to food access/food deserts, especially in these communities. Projects, such as FarmHop and Food Expo and Discussion, place emphasis on these particular locations.
- Urban core
 - Michigan City as an example of the work in this element, is one of the communities identified in the 2040 Comprehensive Regional Plan as an Environmental Justice emphasis community.
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- **Task lead**
Eman Ibrahim and Gabrielle Biciunas
- **Task contributors**
None
- **Topical committee**
Land Use Committee, Environmental Management and Policy Committee, and Technical Planning Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Formation of the NWI Food Council. Participated on the Steering Committee for the following plans: Lake Michigan Gateway Implementation Strategy and Michigan City 421 Corridor Plan.
- **Performance measures for task**
On-time adoption and approval of the 2050 comprehensive long-range plan.



2019-2020 Unified Planning Work Program

Data collection/analysis:

- Food systems planning
 - Data collection and analysis related to food systems, transportation access, and GIS Mapping.
- Urban core
 - As an example, the Michigan City Comprehensive Plan – Momentum 2040, serve on the Project Steering Committee (PSC) guiding the consultants and providing information and feedback. Assist in the development and review of the framework plan, design concepts, and implementation strategy. Assess the quality of the project consultant's deliverables during each phase of the project and the final product, including the continuing to plan recommendations.

Task deliverables:

- Food systems planning
 - Projects such as FarmHop and Food Expo and Discussion to provide a forum to discuss, support and improve food systems access.
- Urban core
 - Project Steering Committee Final Implementation Review with the final report of recommendations, along with an ongoing partnership between NIRPC team members and Michigan City for implementation and next steps of recommendations.

400.3 | Regional land use planning

Task objective:

Support community-based transportation and land use projects that bring vitality to downtown areas, neighborhoods, transit station areas, commercial cores, and transit corridors. Studies and planning activities will seek development and redevelopment projects that achieve connected development patterns linking between transportation, housing, jobs and services, and maximizing the development potential of existing infrastructure and regional facilities.

Task description:

Elements and activities:

- **Creating Livable Communities (CLC) program**
 - Establish a framework for CLC capital investments, including guidelines, criteria, projects eligibility, evaluation procedures, and funding mechanism that will support construction projects in the Transportation Improvement Program development task. Evaluate and update the CLC planning program category. Prepare CLC grant applications for both categories and seek funding.
- **Land use and transportation planning linkages**
 - Implement strategies that link transportation and land use planning and economic development considerations. Document land use and development trends in the region for use internally and for partners. 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 Land Use Committee. Provide assistance to the GIS planning activity. Identify regionally significant transportation projects in local land use plans to include in the air quality travel-demand model.

Public outreach:

- **Creating Livable Communities (CLC) program**
 - Outreach will center on identified communities within the CLC program. The majority of the CLC eligible projects areas are within the EJ areas and around transit stations.
- **Land use and transportation planning linkages**
 - Outreach is continual especially with municipal partners on their land use planning activities.

Data collection/analysis:

- Working with the GIS planner and Regional Planner / Policy Analyst understand land use trends and produce land use maps to guide understanding of land uses and land development within the region.



- **Task lead**
Eman Ibrahim
- **Task contributors**
Gabrielle Biciunas and Mary Thorne
- **Topical committee**
Land Use Committee and Technical Planning Committees
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
The first round of CLC planning grants were solicited in early 2014. Selection of the CLC awarded projects was accomplished by means of a CLC Selection Committee, which provided a number of recommendations to each grant awardee. NIRPC team administered the awarded CLC grants and monitored progress of the recipients and participated in the steering committees of all the CLC plans. Support of the Land Use Committee on existing and proposed regional plans, land use related projects and policies.
- **Performance measures for task**
Acres of land/ buildings converted from undeveloped to developed. Residential and business vacancy rates. Adopted development regulations that support the development of Livable Centers.



2019-2020 Unified Planning Work Program

Task deliverables:

- Creating Livable Communities (CLC) program
 - Task will directly contribute to the solicitation of new projects in the Transportation Improvement Program development task by including CLC capital investment guidelines, criteria, projects eligibility, evaluation procedures, and funding mechanisms that will support construction projects. This will be completed in alignment with the 2050 long-range plan development.
- Land use and transportation planning linkages
 - Recommendations and directions developed by the Land Use Committee. Up to date inventory of comprehensive plans, zoning maps, land use, economic development plans, utility plans, thoroughfare plans and other documents from county, municipal, state, and federal agencies. A coordinated regional land use GIS data. Presentation, maps, and graphics for the Land Use Committee.

400.4 | Surface transportation planning

Task objective:

Study, research, and plan for the improvement of the surface transportation network within the region, for roadway corridors, freight, Intelligent Transportation Systems, safety and security.

Task description:

Elements and activities:

- Corridor planning
 - Participate in INDOT's upcoming corridor plan, assist communities to advance the recommendations from NIRPC's Regional Corridors Study, and implement any corridor-based strategies identified in the 2050 long-range plan.
- Freight planning
 - Develop and adopt performance measures in compliance with the FAST Act. Identify and recommend funding opportunities for freight projects. Coordinate freight planning with local, regional, and state agencies. Continue to implement the At-Grade Crossing Study.
- Intelligent Transportation Systems
 - Meet the federal requirements for Intelligent Transportation Systems (ITS) as they pertain to a Transportation Management Area (TMA) and fulfill the requirements for a Regional ITS Architecture and the monitoring, updating, and implementing that Regional ITS Architecture. Keep the Regional ITS Architecture current. Incorporate ITS into NIRPC's planning and programming process by including consideration of ITS into project solicitation. Educate project sponsors of ITS projects about their requirements to have a system engineering analysis.
- Safety and security planning
 - Serve as a point of contact for regional safety information for both internal and external partners. Assist with the monitoring of the safety performance measures to comply with the FAST Act.

Public outreach:

- Corridor planning
 - Outreach for this activity will be conducted through the development of the 2050 long-range plan.
- Freight planning
 - Maintain and expand relationships with multi-modal stakeholders, especially via the Freight Committee. Identify freight traffic patterns as well as any freight-related development/projects that could (or already do) impact EJ communities.
- Intelligent Transportation Systems
 - Participate in periodic local and external ITS meetings, workshops, and assessments.



- **Task lead**
Scott Weber
- **Task contributors**
Vacant Regional Planner / Data Analyst and Mary Thorne
- **Topical committee**
Surface Transportation Committee, and Technical Planning Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
The completion of the Regional Corridors Study. Coordination of freight planning with local, regional, and state planning agencies. Creation of NIRPC Freight Committee as successor to the NWI Rail VISION group. Maintained relationships with multi-modal stakeholders. Participated in training programs. Periodically updated the Regional ITS Architecture to update the list of stakeholders (added the revised Indiana Toll Road Concession Company) and the element inventory (new Dynamic Messaging Signs on the Indiana Toll Road, Central Lake County Signal Pre-emption project, etc.).
- **Performance measures for task**
System performance measures: two reliability measures and one congestion measure, and one safety measure.



2019-2020 Unified Planning Work Program

- Safety and security planning
 - Work with the public, partners, and stakeholders to identify safety issues. Safety impacts all users of a transportation system, however, NIRPC is cognizant of the fact that impacts of plans or projects may be distributed unequally. Additionally, some safety issues or types of crashes might have a disproportionate effect on some communities over others and this must also be taken into account, especially when choosing future safety projects.

Data collection/analysis:

- Corridor planning
 - Outreach for this activity will be conducted through the development of the 2050 long-range plan.
- Freight planning
 - Assist the with the data analysis and forecasting task with the following performance-based planning measures: 1) truck travel time reliability (TTTR) index, also known as the freight reliability measure.
- Intelligent Transportation Systems
 - No data collection or analysis anticipated during this UPWP period.
- Safety and security planning
 - Assist the data analysis forecasting task with the utilization of the state's crash database as well as working with NIRPC's GIS planner to create maps documenting the data.

Task deliverables:

- Corridor planning
 - Deliverables for this activity will be identified through the development of the 2050 long-range plan.
- Freight planning
 - This is an ongoing activity, although deliverables for this task could be defined as a robust freight component of the 2050 long-range plan as well as freight-based projects in the Transportation Improvement Program.
- Intelligent Transportation Systems
 - This is an ongoing activity that will be used to continually support NIRPC's planning and programming processes, but a direct product will be updated to the Northwest Indiana Regional ITS Architecture.
- Safety and security planning
 - This is an ongoing activity, though the planning conducted through this task will apply to other work at NIRPC.

400.5 | Environmental linkages planning

Task objective:

Identify areas in which transportation planning and the environment intersect in the region, plan for enhancement when possible, consider the resiliency of our transportation network as it relates to environmental influences, and assist partners. Ensure that NIRPC long-range transportation plans are consistent with environmental resource agency plans.

Task description:

Elements + activities:

Insert

Public outreach:

NIRPC's participation in Indiana Department of Environmental Management *Citizens Advisory for the Remediation of the Environment* directly impacts the Environmental Justice Communities of Gary, Hammond, and East Chicago. NIRPC's participation in the Trail Creek Advisory Committee directly impacts the Environmental Justice Community of Michigan City.

Data collection/analysis:

Analysis of environmental data layers to inform transportation planning.

Task deliverables:

Inform transportation planning activities about environmental linkages to enable environmental enhancement, resiliency, with the ultimate goal of reducing environmental permitting time by considering environmental impacts early in the process.



- **Task lead**
Kathy Luther
- **Task contributors**
Vacant Administrative Assistant
- **Topical committee**
Environmental Management and Policy Committee and Ped, Pedal, and Paddle Committee
- **Task status**
On-going and permanent
- **Prior task accomplishments**
Provided environmental and natural resource analysis of the Regional Corridors Study, which enabled potential new transportation corridors to be evaluated on their environmental impacts and potential barriers to implementation. Contributed to analysis of priority non-motorized trail corridors for potential environmental impacts and linkages. Robust mapping and analysis of natural resources that underlay the transportation infrastructure of the region. Discussions with resource agencies led to realization that permitting and mitigation processes at the agencies are handled on a short-term project specific basis. NIRPC's subsequent work to support LPA Red Flag Investigations continues to address this need. However, maintaining NIRPC natural resource mapping with resource agency priorities and plans as they are updated or adopted is long term ongoing task to support federal consistency at the regional level.
- **Performance measures for task**
Reduced time to permit infrastructure projects and environmental impacts



500 | Multi-modal planning

Program #: 19-500

2019 budget:

Federal (PL)	\$143,955
Local match	\$35,989
Total	\$179,943

Program #: 20-500

2020 budget:

Federal (PL)	\$149,363
Local match	\$37,341
Total	\$186,704

Tasks:

- Active transportation planning
- Transit planning activities are funded by FTA 5307 funds

500.1 | Active transportation planning

Task objective:

Engage the public, partners, and stakeholders on advancing goals and objectives as identified in the Greenways+Blueways 2020 Plan.

Task description:

Elements and activities:

- Implementation of the Greenways+Blueways 2020 Plan
 - Attendance at non-motorized transportation conferences and speaking engagements throughout the region aimed at educating the public.
- Greenways+Blueways Map
 - Redesign of the 2016 Greenways+Blueways map. Recruitment of sponsors for the local match, solicitation of a request for qualifications for the competitive procurement of a consultant, production of the draft map for public comment and review, and printing of final map product for distribution.
- Cornucopia
 - Hold an all-day overview of current bicycle and pedestrian projects programmed in the TIP. Find a location for the event, solicit sponsorships for catered lunch, and host event.
- Bicycle and pedestrian planning technical assistance
 - Coordinate with municipal entities on new and ongoing bicycle and pedestrian projects in development. Engage and assist bicycle and pedestrian projects in an effort to build a connected network of bicycle and pedestrian infrastructure across the region. Coordinate with INDOT on the conformity of bicycle and pedestrian accommodations within the design scope of their proposed projects. Facilitate discussions to aid with the remediation of project delays and obstacles.

Public outreach:

- Implementation of the Greenways+Blueways 2020 Plan
 - Reach out to municipalities, advocates, non-profits, and other partners, including Title VI, EJ and ADA protected communities to advance the goals and objectives of the plan.
- Greenways+Blueways Map
 - Public outreach to include substantial from the public including input from all EJ communities on hiking, bicycling, and paddling routes.
- Cornucopia
 - All project proponents will be invited to attend the event.



- **Task lead**
Mitch Barloga
- **Task contributors**
None
- **Topical committee**
Ped, Pedal + Paddle Committee
- **Task status**
On-going and permanent
- **Prior task accomplishments**
Greenways+Blueways 2020 Plan, TIGER Grant application for the Marquette Greenway, trail planning, bicycle and pedestrian technical assistance, and participation with statewide task forces. Facilitated regular meetings of Ped, Pedal & Paddle Committee, met with municipal officials on advancing non-motorized projects and policies, and established of funding priorities for STBG & CMAQ eligible non-motorized projects.
- **Performance measures for task**
Number of Complete Streets policies adopted, schools implementing Safe Routes to School policies and/or programs, number of presentations to region public and private entities, attendance at 3PC meetings, number of new municipal ordinances related to bicycle parking, and number of non-motorized workshops held annually.



2019-2020 Unified Planning Work Program

- Bicycle and pedestrian planning technical assistance
 - Active engagement with the public, partners, and stakeholders, including Title VI, EJ, and ADA protected communities to seek input on the development of bicycle and pedestrian infrastructure.

Data collection/analysis:

Supporting the data collection and data analysis and forecasting tasks specifically for bicycle and pedestrian planning.

Task deliverables:

- Implementation of the Greenways+Blueways 2020 Plan
 - None anticipated.
- Greenways+Blueways Map
 - New Greenways+Blueways map by spring of 2020.
- Cornucopia
 - Event held in spring of 2020.
- Bicycle and pedestrian planning technical assistance
 - Completion of bicycle and pedestrian projects across the region.

600 | Special planning activities

Program #: 19-600

2019 budget:

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

Program #: 20-600

2020 budget:

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

Tasks:

None identified in this UPWP period at this time.

700 | FTA activities and tasks

Program #: 19-700

2019 budget:

Federal (5307)	\$401,212
Local match	\$100,303
Total	\$501,515

Program #: 20-700

2020 budget:

Federal (5307)	\$436,901
Local match	\$109,225
Total	\$546,126

Tasks:

- Sub-grantee oversight
- Transit planning

700.1 | Sub-grantees oversight

Task objective:

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 LaPorte.

Task description:

Elements and activities:

The Chief Accountant requests and manages federal drawdowns using FTA's Electronic Clearinghouse Operation (ECHO) System. Oversees preparation and processing of payments to vendors and sub-grantees, and maintains grant-related records. The Transit Program Compliance Officer analyzes federal and state regulations to identify compliance requirements. Develops and communicates plans, goals, strategies, and recommendations pertaining to external compliance requirements. The Compliance Officer serves as a compliance manager for all 5307 sub-grantee functions, excluding financial management. The Procurement Coordinator performs major performance dimensions with specific duties and responsibilities to determine appropriate procurement methods. Develops and communicates recommendations pertaining to procurement. Identifies information needs and refers sub-grantees and other parties to appropriate authorities and sources of information.

Public outreach:

Participates in the Transit Operators Roundtable to relay oversight and procurement information.

Data collection/analysis:

Not applicable.

Task 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.



- **Task lead**
Allen Hammond, Talaya Jones, and Lisa Todd
- **Task contributors**
None
- **Topical committee**
Transit Operators Roundtable
- **Task status**
Ongoing and permanent.
- **Prior task accomplishments**
Oversight of, and procurement for, the seven sub-grantees in the region.
- **Performance measures for task**
On-time procurements, continual oversight, no Triennial Review findings.



- **Task lead**
James Winters
- **Task contributors**
Eman Ibrahim, Trey Joseph Wadsworth and Scott Weber
- **Topical committee**
Land Use Committee and Transit Operators Roundtable
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
NTD data entry, outreach to transit partners, transit funding discussions, research on best practices, scoping the CHSTP.
- **Performance measures for task**
The Transit Operators Roundtable are examining various performance measures to evaluate their services, in addition to FTA required performance measures related to transit asset management and transit safety.



700.2 | Transit planning

Task objective:

Plan and coordinate regional transit, provide a forum for transit investment decisions in the region, assist transit operators with technical assistance, and oversee administrative processes to guarantee an ongoing commitment to funding transit.

Task description:

Elements and activities:

Oversee the administrative processes required to secure ongoing funding for transit. Participate in the annual apportionment split with Chicago urbanized area transit providers, principally the Regional Transit Authority (RTA). Facilitate funding processes/decisions in an open participatory manner. Ensure timely and accurate completion of federal transit grants. Continue the implementation of regional transit planning initiatives. Identify strategies to increase the efficiency of the current transit system, while also consider the development of strategies to expand transit. Encourage local investment into existing transit services.

Public outreach:

In this UPWP period there will outreach throughout the region, especially with Title VI, EJ and ADA protected communities, regarding the Coordinated Human Services Transit Plan (CHSTP), municipal officials to provide a forum for securing local investments to leverage federal-aid, and for the development of the transit-related performance-based planning requirements set out in the FAST Act.

Data collection/analysis:

National Transit Database, ridership, asset condition, and fare data will be identified for in collaboration with the data analysis and forecasting task.

Task deliverables:

This is an ongoing activity with many indirect outcomes, however, there are several deliverables associated with this activity including:

- Meeting materials and minutes for the Transit Operators Roundtable
- Coordinated Human Services Public Transit Plan
- FY 2019 and FY 2020 transit grants
- Split letters between the RTA and NIRPC and then between the local transit operators.

800 | NIRPC programs

CMAQ, HSIP, or STBG funding planning activities or contracts

Program #: 19-800

2019 CMAQ budget (using 2018 CMAQ):		2019 STBG budget (using 2017 STBG):
Federal	\$88,170	\$137,619
Local match	\$0	\$9,000
Non-NIRPC / in-kind value	\$22,043	\$25,405
Total	\$339,365	\$34,405

Program #: 20-800

2020 CMAQ budget (using 2019 CMAQ):		2020 STBG budget (using 2017 STBG):
Federal	\$99,970	\$101,619
Non-NIRPC / in-kind value	\$24,993	\$25,405
Total	\$124,963	\$101,619

Tasks:

- Air quality + education (CMAQ in 2018)
- Alternative fuels – Dunes Learning Center partnership (CMAQ in 2018)
- E-TIP (STBG in 2017)
- Household Travel Survey (STBG in 2017)

- **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.



800.1 | 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) –

- **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



2019-2020 Unified Planning Work Program

- Will promote environmental stewardship, foster intergenerational leadership and improve air quality/community health by focusing on non-motorized transportation and safety:
 - 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.

800.2 | Alternative fuels – Dunes Learning Center partnership

Task objective:

Sponsor alternative fuel purchase for three sixteen seat propane-fueled buses operated by the non-profit Dunes Learning Center. The alternative fueled vehicles are used to transport children to environmental education programming in and around the Indiana Dunes with minimal air emissions.

Task description:

Elements + activities:

NIRPC entered into a partnership agreement with the Indiana Dunes Learning Center 501(c) 3 organization for the purchase of propane fuel. The NIRPC procurement coordinator will competitively procure a vendor for fuel purchase and for fueling equipment rental. The Indiana Dunes Learning Center will purchase fuel for the alternatively fueled vehicles and submit a reimbursement request to NIRPC.



- **Task lead**
Kathy Luther
- **Task contributors**
None
- **Topical committee**
Environmental Management + Policy Committee
- **Task status**
Ongoing with TIP funding and affirmative CMAQ eligibility determinations.
- **Prior task accomplishments**
Procured three buses.
- **Performance measures for task**
Not applicable.
- **Funding source**
CMAQ programmed and obligated in FY2018



- **Task lead**
Charles Bradsky
- **Task contributors**
James Winters
- **Topical committee**
Transportation Resources Oversight Committee, Transit Operators Roundtable, and the Technical Planning Committee
- **Task status**
On-going
- **Prior task accomplishments**
Vendor procured; framework and initial system developed
- **Performance measures for task**
Use of e-TIP for FY2020-2023 development.
- **Funding source**
The e-TIP valued at \$45,000, was amended into the TIP and prior UPWP in June 2017. This consultant task is funded with STBG funds with match from NIRPC.



800.3 | e-TIP

Task objective:

To modernize the development and management of the Transportation Improvement Program, which is currently administered on manual spreadsheets, by implementing a web-based system. Local Public Agencies and regional transit operators will be able to monitor their project status in the TIP with this new system. The system will also enhance fiscal constraint analyses and other reporting.

Task description:

Elements + activities:

Working with eco-Interactive, the vendor selected for the development of our e-TIP, NIRPC will evolve from a manual TIP development and management process towards a web-based system. Bi-weekly conferences call occur with eco-Interactive as they stand up the tool in the format NIRPC desires, reflecting the ways we develop and manage our TIP while ensuring consistency with INDOT programming rules.

Public outreach:

Not applicable.

Data collection/analysis:

Not applicable at this point.

Task deliverables:

New e-TIP for use in the development of the 2020-2023 TIP.

800.4 | Household Travel Survey

Task objective:

Ensure that NIRPC best informs stakeholders about travel patterns using reasonably current data about origins and destinations of transportation users within Northwestern Indiana and between our region and the greater Chicago area. The new data from the Household Travel Survey also assist NIRPC in satisfying the requirements of the Transportation Conformity Rule to validate a Travel Demand Model no more than ten years prior to the first year of a Conformity Determination.

Task description:

Elements + activities:

Work with the Chicago Metropolitan Agency for Planning and Weststat, the vendor procured for the survey, to collect data on our regional travel patterns throughout the data collection period.

Public outreach:

Not applicable.

Data collection/analysis:

Weststat is the vendor for this survey and they will collect travel diaries from travelers in our three-county region.

Task deliverables:

New travel origin and destination data.



- **Task lead**
Scott Weber
- **Task contributors**
Vacant Regional Planning Analyst
- **Topical committee**
Surface Transportation Committee and Technical Planning Committee
- **Task status**
On-going
- **Prior task accomplishments**
Vendor selected and contracted.
- **Performance measures for task**
Completion by FY 2020
- **Funding source**
The Household Travel Survey valued at \$276,139, was amended into the TIP and prior UPWP. This consultant task is funded with STBG and PL/5303 funds and match is provided by local partner agencies. The contract associated with the Household Travel Survey is estimated to be completed by February 2020.



900 | NIRPC administration

Program #: 19-900 / 20-900

Tasks:

- General management of NIRPC

900.1 | General management of NIRPC, office + staff

The Commission receives funding from each of three counties that make up 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 is 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 methods of reimbursement 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, which are identifiable with specific projects, are charged directly to those projects at the time such costs are incurred. Costs that are not specifically identifiable with a single cost objective are allocated to all projects on a uniform basis, as provided for within the cost allocation plan which is prepared annually.

There are three categories of costs which are allocated. The first is leave costs which includes 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, which includes those costs 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.



- **Task lead**
Ty Warner
- **Task contributors**
Commission
- **Topical committee**
Finance + Personnel Committee
- **Task status**
On-going and permanent

2019-2020 Unified Planning Work Program

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 out allocation costs for each program.

Fringe Benefits

Fringe benefit rate is determined by adding the cost of leave salaries and fringe benefit expense 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
- Worker's 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, which are necessary to the carrying out of grant programs, but 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

2019-2020 Unified Planning Work Program

Environment and green infrastructure planning and implementation – non-transportation funded

2019 budget:

Federal (EPA, NOAA, USFS)	\$ 315,700
State (LARE, RDA)	\$ 98,955
Local match*	\$ 83,500
Total	\$ 498,155

2020 budget**:

Federal (EPA, NOAA, USFS)	\$ 315,700
State (LARE, RDA)	\$ 98,955
Local match*	\$ 83,500
Total	\$ 498,155

Tasks:

- Water Resources Planning and Implementation
- Green Infrastructure Planning and Implementation
- Brownfields Redevelopment

* Local match for Environmental grants may include 3rd party payments, private foundation grants, cost-share participants, or in-kind match from partners. Only actual revenue to NIRPC is included here.

** 2020 Budget is estimated based on past grant and contract performance.

900.2 | Water resources

Task objective:

Support implementation of water quality related objectives in the 2040 Comprehensive Regional Plan.

Task descriptions:

Elements + activities:

- Deep River Watershed Initiative- Continue to implement Best Management Practice Cost-Share Program with communities and landowners.
- Deep River Dam Feasibility Study- Oversee contractor and support public participation for engineering feasibility study
- Kabelin Drain Watershed Diagnostic Feasibility Study- Complete watershed technical analysis and report.
- Lake Michigan Coastal Program Septic System Project- Provide GIS and technical analysis services for the IDNR Lake Michigan Coastal Program Septic mapping project.



- **Task lead**
Joe Exl
- **Task contributors**
*Kathy Luther
Rachel Veronesi*
- **Topical committee**
*Environmental Management + Policy
Committee*
- **Task status**
Ongoing
- **Prior task accomplishments**
*NIRPC completed Northwest Indiana
Regional Watershed Framework Plans
in 2005 and 2011. Subsequently
NIRPC completed an IDEM and EPA
Approved Watershed Management
Plan for Deep River-Portage Burns
Waterway and began a Cost Share
Program to fund implementation of
nonpoint source pollution best
management practices.*
- **Performance measures for task**
*Determined by funding agency and
program.*
- **Funding sources:**
Federal
**EPA/IDEM Section 319 Nonpoint
Source
NOAA/IDNR Lake Michigan Coastal
Program**
Non-Federal
**IDNR Lake and River Enhancement
Program
Calumet Land Conservation
Partnership**



900.3 | Green infrastructure

Task objective:

Support regional coordination, planning, and local implementation of local green infrastructure across the region, including both conservation lands, public open space, and urban green infrastructure.

Task description:

Elements + activities:

- Communitree Program- NIRPC is a partner in the NWI Communitree program with the US Forest Service, the IDNR Community, and Urban Forestry Program, IDNR Lake Michigan Coastal Program. NIPSCO, and which supports improvements in the urban tree canopy through grant funding for trees, bulk purchasing of trees, training and education on urban forestry best practices.
- Hobart Marsh Conservation Zoning and Sub-Area Plan- NIRPC will provide technical support and solicit a consultant for the City of Hobart to implement conservation zoning for the Hobart Marsh Nature District and to develop a conservation development sub-area plan for an area targeted for commercial and light industrial development.
- Calumet Land Conservation Partnership- NIRPC participates and provides GIS and technical support services to this coalition of land trusts, advocacy groups, and regional partners.
- Lake Michigan Coastal Program Wetland Inventory and Functional Assessment- NIRPC will provide GIS and technical support for the Lake Michigan Coastal Program's Section 309 funded planning project.

- **Task lead**
Joe Exl
- **Task contributors**
Kathy Luther
- **Topical committee**
Environmental Management + Policy Committee
- **Task status**
Ongoing
- **Prior task accomplishments**
NIRPC has been actively engaged in green infrastructure planning since the 2007 Blueways and Greenways Plan.
- **Performance measures for task**
Performance Measures are specified by funding sources in grant agreements.
- **Funding sources:**
 - Federal
 - US Forest Service- Great Lakes Restoration Initiative
 - NOAA/IDNR Lake Michigan Coastal Program
 - Non-Federal
 - Calumet Land Conservation Partnership

900.4 | Brownfields

Task objective:

NIRPC co-leads the Northwestern Indiana Brownfield Coalition with the Regional Development Authority. The current coalition also includes three of our environmental justice communities Gary, Hammond, and East Chicago. This task integrates with other urban core support activities found in Long Range Planning.

Task description:

Elements + activities:

- NWI Brownfield Coalition Revolving Loan Fund provides funding to address gaps in project financing pertaining to environmental risks associated with redevelopment sites.
- NWI Brownfield Coalition Assessment Grant funds an environmental assessment of underutilized properties in the cities of Gary, Hammond, and East Chicago.
- Calumet Collaborative Brownfields Initiative seeks to identify mechanisms to scale up brownfield reuse in the bi-state Calumet region, which includes Northwest Indiana.



- **Task lead**
Kathy Luther
- **Task contributors**
Dominique Edwards and Talaya Jones
- **Topical committee**
Environmental Management + Policy Committee
- **Task status**
Ongoing
- **Prior task accomplishments**
NIRPC has been actively engaged in green infrastructure planning since the 2007 Blueways and Greenways Plan.
- **Performance measures for task**
Performance Measures are specified by funding sources in grant agreements.
- **Funding sources:**
 - *Federal*
 - ***US Environmental Protection Agency***
 - *Non-Federal*
 - ***Northwest Indiana Regional Development Authority***

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 Broadway transit expansion, Lakeshore service expansion, regional transit expansion, outreach and marketing, transit-oriented facilities and development, planning for a relief facility, ITS, and civil rights planning.

Indiana Dunes Transportation Study

- The Indiana Dunes National Lakeshore is working on a Five-Year Alternative Transportation System Implementation Plan. The plan involves regional stakeholders and is assisted by the Volpe Center.

Lake County Comprehensive Plan

- Lake County is updating its comprehensive plan in 2018. The plan will address the future direction of transportation, land use, economic development and other consideration within the county.

Northern Indiana Commuter Transportation District (South Shore Line)

- NICTD is undertaking a control center contingency plan to minimize any involuntary shut down of their control center. Besides the development of the plan itself, this activity will help to recognize potential areas of vulnerability, identify preventive controls, and identify steps to ensure the plan is properly tested and maintained. This is an approximately \$250,000 study using FTA funds and local match.

US Route 30

- The City of Hobart is developing design guidelines for heavily-traveled corridors in Hobart. This includes 61st Avenue and US Route 30. The design guidelines will set a standard for new construction along the heavily traveled corridors. The guidelines will be established in a way that complements the character of the existing surroundings and enhances the aesthetics of each corridor, eventually being adopted into the City's Zoning Ordinance.
- The US 30 Coalition is studying the upgrade of US Route 30 to a freeway from Valparaiso to Fort Wayne. This is a multi-county public-private coalition including elected officials and business interests across the corridor. This initiative impacts Porter and LaPorte Counties within our region.

La Porte bypass

- The City of La Porte in LaPorte County is studying a bypass road around its downtown with the aim to reduce truck traffic through its downtown. The study is looking at a number of alternatives to achieve this aim.

Appendices

UPWP submittal letters and resolution of adoption



April 20, 2018

Roy Nunnally, Director of Asset Planning & Management Division
Indiana Department of Transportation
100 North Senate Avenue, Room N955
Indianapolis, IN 46204

Dear Mr. Nunnally:

The Northwestern Indiana Regional Planning Commission (NIRPC) is pleased to submit the final 2019-2020 Unified Planning Work Program (UPWP) for your approval. The NIRPC commission voted to approve the UPWP at its meeting on April 19, 2018, after a 30-day public comment period, as required by our Public Participation Plan.

This UPWP will conduct the transportation planning activities required by the new Fixing America's Surface Transportation Act (FAST Act) and its accompanying guidelines and regulations, FHWA and FTA Planning Emphasis Areas, and the *Clean Air Act Amendments of 1990*, as amended.

We look forward to working with you and our stakeholders in implementing this program of planning activities. Please contact me, or Trey Joseph Wadsworth, Director of Transportation, should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tyson Warner".

Tyson Warner
Executive Director

CC: Jay Mitchell, INDOT
Emmanuel Nsonwu, INDOT
Joyce Newland, FHWA
Susan Weber, FTA



6100 Southport Road
Portage, Indiana 46368
(219) 763-6060
www.nirpc.org

RESOLUTION 18-08

**A RESOLUTION OF THE NORTHWESTERN INDIANA
REGIONAL PLANNING COMMISSION TO ADOPT THE
FY 2019-2020 UNIFIED PLANNING WORK PROGRAM FOR
LAKE, PORTER, AND LAPORTE COUNTIES, INDIANA**

April 19, 2018

WHEREAS, the Northwestern Indiana Regional Planning Commission, hereafter referred to as "the Commission", being designated the Metropolitan Planning Organization (MPO) for the Lake, Porter, and LaPorte County area, has established a comprehensive, cooperative, and continuing transportation planning process to develop the FY 2019-2020 Unified Planning Work Program (UPWP); and

WHEREAS, the preparation of a UPWP is a necessary and required part of the metropolitan area transportation planning process as specified in 23 CFR 450.314; and by its State statutory authority, the Commission is charged with regional planning responsibility for the environment, economic development, and transportation; and

WHEREAS, the work tasks described within the Commission's UPWP are in conjunction with the programs and planning emphasis areas of the Federal Highway and Transit Administrations, and significant planning projects in the region by other agencies; and

WHEREAS, this UPWP was developed through a participatory process as prescribed in the Commission's 2014 Public Participation Plan; and

WHEREAS, the Technical Policy Committee (TPC) has recommended that the Commission approve this UPWP; and

NOW, THEREFORE, BE IT RESOLVED that the Northwestern Indiana Regional Planning Commission hereby adopts the FY 2019-2020 UPWP and the Commission is authorized to enter into such agreements and contracts as may be required with the funding and administrative agencies for the execution of this UPWP.

Duly adopted by the Northwestern Indiana Regional Planning Commission this nineteenth day of April 2018.


Geoff R. Benson
Chairperson

ATTEST:


Karen Freeman-Wison
Secretary

INDOT approval letter



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

PHONE: (317) 232-5485
FAX: (317) 232-1499

Eric Holcomb, Governor
Joe McGuinness, Commissioner

April 20, 2018

Ms. Mayela Sosa, Division Administrator
Federal Highway Administration
575 North Pennsylvania Street, Room 254
Indianapolis, IN 46204

Mr. Jay Ciavarella, Director
Office of Planning and Program Development
USDOT – FTA Region V
200 West Adams, Suite 320
Chicago, IL 60606

Attention: Ms. Joyce Newland

SUBJECT: NIRPC MPO FY 2019-2020 Unified Planning Work Program (UPWP)

The Indiana Department of Transportation (INDOT) has completed the review of the FY 2019-2020 Unified Planning Work Program (UPWP) for the Northwestern Indiana Regional Planning Commission (NIRPC MPO).

We hereby recommend approval of the document. We will commence the processing of their contract on the receipt of your approval letter.

Please contact Emmanuel Nsonwu if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Roy Nunnally", is written over a faint circular stamp.

Roy Nunnally, Director
Technical Planning and Programming Division

RN/EIN

USDOT approval letter



U.S. Department
of Transportation

Federal Transit Administration **Federal Highway Administration**
Region V Indiana Division
200 West Adams St., Suite 320 575 N. Pennsylvania St., Rm 254
Chicago, IL 60606-5253 Indianapolis, IN 46204-1576

April 23, 2018

Roy Nunnally, Director
Technical Planning & Programming Division
Indiana Department of Transportation
100 N Senate Ave. N955
Indianapolis, IN 46204

Dear Mr. Nunnally:

The purpose of this letter is to respond to the Indiana Department of Transportation's (INDOT's) April 20, 2018 request for the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) to approve the Northwestern Indiana Regional Planning Commission (NIRPC) FY 2019-2020 Unified Planning Work Program (UPWP). FHWA and FTA have, in cooperation with INDOT, reviewed the NIRPC's UPWP document and found it to be in compliance with 23 CFR 420, and it is hereby approved.

This approval does not constitute FHWA and FTA authorization of the associated Federal-aid funds. Please assure the associated funds are authorized in the Fiscal Management Information System (FMIS) prior to the beginning of State FY 2019 (July 1, 2018).

Should you have any questions, please contact Joyce Newland of FHWA at (317) 226-5353 or Susan Weber of FTA at (312) 353-3888.

Sincerely,

A handwritten signature in black ink that reads "Kelley Brookins".

Kelley Brookins
Acting Regional Administrator
FTA Region V

Sincerely,

A handwritten signature in blue ink that reads "Mayela Sosa".

Mayela Sosa
Division Administrator
FHWA Indiana Division

ecc: Ty Warner, NIRPC
Emmanuel Nsonwu, INDOT

Cost allocation plan approvals



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

PHONE: (317) 232-5485
FAX: (317) 232-1499

Eric Holcomb, Governor
Joe McGuinness, Commissioner

February 16, 2018

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

Dear Mr. Warner,


INDOT has reviewed the CY 2018 Cost Allocation Plan presented by NIRPC MPO for the period of January 1, 2018 through December 31, 2018.

In accordance 2 CFR 200.331, the Indiana Department of Transportation (INDOT), acting as the pass-through entity for the Federal Highway Administration (FHWA) concurred with 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 2018 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 concurred rates are as follows:

Fringe	86%
Indirect	86%

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: R. Nunnally
J. Mitchell
File



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

PHONE: (317) 232-5485
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Eric Holcomb, Governor
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February 15, 2018

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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 FY 2019 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	87%
Indirect	87%

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Emmanuel I. Nsonwu".

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

CC: R. Nunnally
J. Mitchell
File

Planning agreements

NIRPC / INDOT / transit operators

MEMORANDUM OF AGREEMENT

By and Between

THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

THE INDIANA DEPARTMENT OF TRANSPORTATION

OPERATORS OF PUBLIC TRANSPORTATION

This Memorandum of Agreement (MOA) is made by and between the "Northwestern Indiana Regional Planning Commission" here in after referred to as (NIRPC), the Indiana Department of Transportation herein after referred to as (INDOT), and the "Operators of Public Transportation, including: the Gary Public Transportation, (GPTC); the Northern Indiana Commuter Transportation District (NICTD); East Chicago Transit; South Lake County Community Services; Porter County Aging and Community Services; Opportunity Enterprises; Valparaiso V-Line and ChicaGo Dash; TransPorte in LaPorte; and Michigan City Transit, all of whom are here in after referred to as Operators of Public Transportation.

WHEREAS, Moving Ahead for Progress in the 21st Century (MAP-21) requires the establishment of Agreements among certain agencies involved in the transportation planning process; and

WHEREAS, the transportation planning process for NIRPC includes the above listed agencies; and

WHEREAS, MAP-21 requires the establishment of agreements between the State, the Metropolitan Planning Organization (MPO) and the operators of public transportation; and

WHEREAS, NIRPC is the designated MPO for Northwest Indiana which includes its member Counties of Lake, LaPorte and Porter; and

WHEREAS, NIRPC, NICTD, GPTC and Michigan City are the designated recipients for Section 5307 in the two Urbanized Areas for Northwest Indiana; and

WHEREAS, NIRPC has established various advisory groups which provide input and direction, as well as assist and advise it on transportation planning and programming considerations. Membership in these technical, advisory and citizen groups include persons representing the forty-one cities and towns and three counties, public and private transportation providers, and others not listed in this agreement;

Now therefore, be it resolved that NIRPC, INDOT, and the Operators of Public Transportation mutually agree as follows:

RESPONSIBILITIES OF NIRPC

Structure

1. For transportation planning and programming, NIRPC's organizational structure consists of the Policy Board, which is the Full Commission and Executive Board, the Transportation Policy Committee (TPC), the Transit Operators Roundtable, and various advisory committees and subcommittees.

The Policy Board, members of which are set by State statutory authority, includes the following voting members:

See Attachment #1

The Transportation Policy Committee includes the following voting members:

See Attachment #2

2. NIRPC has several Advisory Committees, which include members from the general public, transit consumers and operators, representatives from other transportation modes, environmental interests, bicycle advocates, various technical staff, and other interested parties.
3. The Policy Board generally meets at 9:00 a.m. monthly, on the third Thursday of every month, and the Transportation Policy Committee generally meets at 9:00 a.m. monthly on the second Tuesday of the month. The other committees as well as the Operators Roundtable meet on an as needed basis.
4. NIRPC will concur with the planning regulations for Self Certification to INDOT, the FHWA and FTA regarding NIRPC's ability and intention to provide and fulfill the transportation planning requirement for the Metropolitan Planning Area (MPA). This will be made available as part of the Transportation Improvement Program (TIP) process.

Transportation Plan

5. NIRPC will develop and maintain a Transportation Plan (TP) and corresponding Conformity Analysis ("if required") in cooperation with INDOT, its operators of public transportation and other agency partners at least every 4 years as required by law.
6. NIRPC will utilize the MAP-21 planning factors in the development of the Transportation Plan.
7. NIRPC is responsible for developing a fiscally constrained Transportation Plan in consultation with INDOT, its operators of public transportation and the FHWA and FTA in compliance with current federal planning regulations.
8. NIRPC will include a financial plan that demonstrates the consistency of the TIP and Transportation Plan with available and projected sources of revenue.
9. NIRPC approves the Transportation Plan and its periodic updates.
10. All proposed TIP amendments must include a project description, project cost, phase, ready for letting (RFL) date, federal, state, local and total dollar amount. There are two types of amendments. An administrative modification and an amendment.
 - Administrative Modification: a change or revision to include project cost increase(s) or decrease(s) (regardless of amount) Des number changes or modifications, changes in the year or scope of non-regionally significant projects.
 - Amendments: new project added, new project phase, change in year or scope of a non-regionally significant project.
11. A Conformity Determination shall be completed for each Transportation Improvement Program (TIP) and Transportation Plan developed by NIRPC, which indicates that the plans maintain the area's air quality standard as identified by the Interagency Consultation Group Procedures. This ensures plans, programs and projects maintain proper air quality conformity for the Northwest Indiana region.

Public Participation and Involvement

12. NIRPC will maintain a federally-compliant Public Participation Plan that is adopted by the NIRPC Policy Board. The plan will include coordination with the INDOT participation process. This process is followed during the development of the Transportation Plan and the Transportation Improvement Program. **NIRPC's TIP participation process will serve to meet public participation requirements for the TIP for the operators of public transit.**

13. NIRPC will comply with all appropriate federal assurances and circulars regarding Disadvantaged Business Enterprise, Title VI of the Civil Rights Act, the Americans With Disabilities Act and procurement requirements.

Transportation Improvement Program (TIP)

14. NIRPC will complete a fiscally-constrained TIP in cooperation and coordination with the partners identified in this agreement. NIRPC will submit an approved TIP to INDOT in a timely manner to coincide with the State Transportation Improvement Program (STIP) development.

15. All federal aid funded projects, regardless of funding category, will be included in the fiscally constrained TIP.

16. The NIRPC Policy Board approves the TIP followed by approval by the INDOT Commissioner on behalf of the Governor. INDOT will then include the TIP in the STIP by reference or amendment. The STIP is approved by the Federal Highway and Federal Transit Administrations along with the new TIP and any amendments.

17. During the TIP update NIRPC will conduct a call for projects. NIRPC will solicit, review and rank requests for new project funding and current project cost increases, using its project selection process. Using its public participation process, NIRPC will solicit comments. The comments received from the participation process will be considered,

responded to and documented. After reviewing the public comments, NIRPC will make a decision regarding the TIP update.

18. All TIP modifications and amendments will be processed in accordance with the Interagency Consultation Group (ICG) and approved air quality conformity procedures.
19. NIRPC will provide and maintain a website that provides TIP and associated amendments for interested parties, public and agency consumption.
20. The Congestion Management Process (CMP) will be used in identifying and selecting projects during TP and TIP updates, including those projects located on the State's highway network.

Travel Demand Forecasting

21. NIRPC is responsible for developing and maintaining a travel demand forecasting model for the Metropolitan Planning Area (MPA) for Northwest Indiana.

Unified Planning Work Program

22. A Unified Planning Work Program (UPWP) will be prepared by NIRPC in cooperation and consultation with INDOT, FHWA, FTA, the operators of public transportation and other stakeholders.
23. NIRPC will include the planning emphasis areas (PEA's) identified by FHWA and FTA in the preparation of the UPWP. Emphasis areas should be received from the federal agencies in a timely manner so they can receive proper consideration.
24. NIRPC will serve as the lead agency for the development of the "Coordinated Public Transit Human Services Transportation Plan".
25. NIRPC will develop a financial plan that demonstrates the consistency of the TIP and Transportation Plan with available and projected sources of revenue.

2019-2020 Unified Planning Work Program

26. NIRPC will complete its Cost Allocation Plan and UPWP draft by the middle of March each year. However, NIRPC's ability to meet this timeline is affected by INDOT providing timely PL Distribution numbers. Should PL funding information be delayed for some reason, NIRPC may flat-line the estimated funding based upon the prior year and then adjust the PL funding when final figures are obtained. The INDOT Central Office Asset Management, Program Engineering and Road Inventory Division will take the lead in this effort in cooperation with the MPO Council and the INDOT Central Office Project Finance Division and the INDOT Transit Office.

27. NIRPC will submit to INDOT Central Office Asset Planning and Management Division a final Unified Planning Work Program in a timely manner that allows for final review and recommendation for approval to FHWA and FTA. The UPWP will be available on NIRPC's website.

Management Systems

28. The development and implementation of a congestion management process (CMP), where needed, for the NIRPC Metropolitan Planning Area will be the responsibility of NIRPC in cooperation with INDOT, FTA and FHWA. The lead INDOT division will be the Asset Management, Program Engineering and Road Inventory Division.

29. NIRPC will work cooperatively with the INDOT Central Office Asset Management, Program Engineering and Road Inventory Division as the lead and other relevant INDOT Divisions and other public agencies in the development of the other specified management systems as appropriate.

30. NIRPC will maintain a Congestion Management Process in cooperation with the INDOT Central Office Asset Management, Program Engineering and Road Inventory Division. The Congestion Management Process shall be coordinated with the development of the Transportation Plan.

RESPONSIBILITIES OF THE INDIANA DEPARTMENT OF TRANSPORTATION (In cooperation with NIRPC, and the Operators of Public Transportation):

1. INDOT Central Office Asset Management, Program Engineering and Road Inventory Division will provide staff liaisons to coordinate with the MPOs. Said staff will regularly attend MPO Council meetings, which are held in Indianapolis. INDOT will regularly send staff liaisons to NIRPC's Transportation Policy Committee meetings. The District Capital programs Director will attend the meetings and have non-voting representation for INDOT. The District Deputy Commissioner will attend the NIRPC Policy Board meetings as a non-voting representative for INDOT.

Transportation Plan and TIP

1. The Statewide Transportation Plan shall be developed in cooperation with NIRPC's Transportation Plan.
2. The INDOT Central Office Asset Management, Program Engineering and Road Inventory Division will develop a list of planned improvements on State jurisdiction highways developed in conjunction and in cooperation with NIRPC for the Metropolitan Planning Area of NIRPC. These projects will be consistent with the INDOT Asset Planning and Management Process. This is necessary in order to provide the data NIRPC needs to develop a Transportation Plan that is consistent with available funding sources and project revenues.
3. The INDOT Central Office Project Finance Division will provide NIRPC in a timely manner with estimates of available federal and state funding as necessary for the development of the financial plans demonstrating the fiscal constraint of NIRPC's Transportation Plan and TIP. Should funding information be delayed for some reason, NIRPC may then flat-line funding based on past information.
4. The INDOT Central Office LPA and Grants Administration Division will develop the Indiana Statewide Transportation Improvement Program (STIP) in cooperation with NIRPC's transportation planning process and incorporate NIRPC's approved TIP by reference or amendment in its entirety.

2019-2020 Unified Planning Work Program

5. The INDOT Central Office LPA and Grant Administration Division in cooperation with the Asset Management, Program Engineering and Road Inventory Division and District staff, for the area that includes NIRPC, will provide timely lists of INDOT projects within NIRPC's jurisdiction in sufficient detail and accuracy to allow for the development of a TIP for the NIRPC region.
6. INDOT Central Office LPA and Grant Administration Division will develop a Statewide Transportation Improvement Program (STIP) that includes the review and written approval of NIRPC's TIP in a timely manner. This will be done in cooperation with the Asset Planning and Management Division.
7. INDOT Central Office Asset Planning and Management Division working with the LPA and Grant Administration Division will provide in a timely manner lists of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. This will allow NIRPC to develop an Annual List of Obligated Projects (ALOP).
8. INDOT will provide Central and District Office coordination for NIRPC on all matters including the TP and TIP. The Asset Management, Program Engineering and Road Inventory Division will be the lead in cooperation with the LPA and Grant Administration Division and the appropriate District Office(s) for the area containing NIRPC.
9. INDOT Central and District Offices will collect and share transportation system information with NIRPC to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics. The Asset Management, Program Engineering and Road Inventory Division will be the lead in this effort.

UPWP Coordination Activities

10. INDOT will provide a staff liaison (MPO Coordinator/Specialist) from the Asset Management, Program Engineering and Road Inventory Division to participate in

transportation planning activities related to the UPWP (such as review of the document, preparation of contracts following its approval, review of billings submitted by NIRPC, etc.) and also to assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.

11. INDOT Central Office Asset Planning and Management Division will provide updated consolidated PL figures based on the current PL Distribution formula approved by the FHWA, INDOT and NIRPC Council. INDOT will provide these figures in a timely manner each year to allow for development of the UPWP.
12. NIRPC will prepare a UPWP for the Fiscal Year that will take effect beginning on July 1 of the same year. NIRPC has the option to prepare a two-year UPWP and will update it as necessary.
13. INDOT Central Office Asset Planning and Management Division will review and provide approval of the UPWP and concurrence with the Cost Allocation Plan in a timely manner, and begin development of the required contracts and purchase orders. INDOT will strive for a timely notice-to-proceed, a signed contract and a purchase order.
14. INDOT Central Office Asset Management, Program Engineering and Road Inventory Division will review progress reports through NIRPC coordinator/specialist and initiate the reimbursement of invoices in a timely manner pursuant to applicable Federal Regulations and Indiana Code 5-17-5, Public Purchases.

RESPONSIBILITIES OF THE OPERATORS OF PUBLIC TRANSPORTATION:

1. The operators of public transportation will provide data, including financial planning information, to NIRPC upon request and participate in the development of the NIRPC Transportation Plan, TIP and their updates.
2. The operators of public transportation will provide staff liaisons to attend and be voting members of the NIRPC Transportation Policy Committee.
3. The operators of public transportation will participate on the Transit Operators Roundtable.

4. The operators of public transportation will participate in the development of the Coordinated Public Transit Human Services Transportation Plan.
5. The operators of public transportation will provide a Financial Capacity Analysis showing a 5 year Financial Plan as part of the TIP development process. This will be reviewed by NIRPC as the MPO and the INDOT Transit Office within the Multimodal Division.
6. The operators of public transportation will provide a four year capital project and operating plan (program of projects) for inclusion in the TIP to NIRPC. The program of projects and the Financial Capacity Analysis will be updated every two years. They will be reviewed by the INDOT Transit Office within the Multimodal Division.
7. The operators of public transportation will provide amendment requests to NIRPC in a timely manner prior to the next scheduled meeting of the NIRPC Transportation Policy Committee. All amendment requests will be in writing.
8. The operators of public transportation will provide a copy (PDF file preferred) to NIRPC of each final grant request to the Federal Transit Administration and provide a copy of each grant award acceptance. NIRPC as the direct recipient of grants will provide the same for its subgrantees.
9. The operators of public transportation will provide on an annual basis, no later than 45 calendar days following the end of the program year, a list of transit projects for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. NIRPC will provide this information for its sub-grantees.
10. The operators of public transportation will be responsible for their Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in the NIRPC Metropolitan Planning Area.

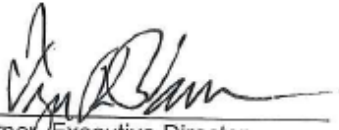
11. The operators of public transportation will be required to provide the necessary local matching funds (unless otherwise agreed to) and will be responsible for maintaining all necessary records in support of the expenditure of those funds.

12. The operators of public transportation agree that it will be in compliance with all applicable federal regulations and circulars.

In witness thereof, the undersigned executive staff members of NIRPC, the operators of public transportation and INDOT have executed this Memorandum of Agreement on the dates indicated.

-- END --

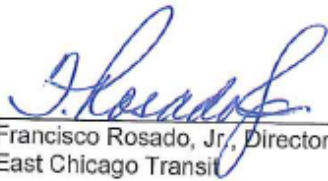
Signature Page Follows



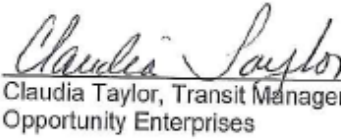
Ty Warner, Executive Director
Northwestern Indiana Regional
Planning Commission



Jerry Siska, Director
North Township Trustee Dial-A-Ride



Francisco Rosado, Jr., Director
East Chicago Transit



Claudia Taylor, Transit Manager
Opportunity Enterprises



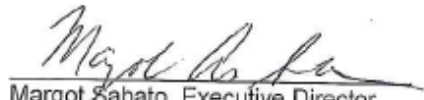
Clay Cates, Interim General Manager
Gary Public Transportation Corporation



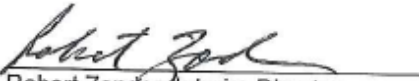
Bruce Lindner, Executive Director
Porter County Aging and Community
Services, Inc.



Tom MacLennan, Director
TransPorte – LaPorte




Margot Sabato, Executive Director
South Lake County Community Services



Robert Zondor, Interim Director
Michigan City Transit



Tyler Kent, Director of Planning
Valparaiso V-Line, ChicaGO Dash



Gerald Hanas, General Manager
Northern Indiana Commuter
Transportation District (NICTD)



Karl Browning, Commissioner
Indiana Department of Transportation

**Chicago Metropolitan Agency for Planning
Northwestern Indiana Regional Planning Commission
Illinois Department of Transportation
Indiana Department of Transportation**

**Cooperative Agreement for Coordination of Land Use-Transportation Planning in
the Chicago/Gary/Lake County, IL-IN Urbanized Area**

This Cooperative Agreement is made and entered into this 29th day of April, 2016, by and among the Chicago Metropolitan Agency for Planning (CMAP), Northwestern Indiana Regional Planning Commission (NIRPC), Illinois Department of Transportation (IDOT) and Indiana Department of Transportation (INDOT).

Whereas, CMAP and the Metropolitan Planning Organization (MPO) Policy Committee carry out a continuous, cooperative and comprehensive planning program for Northeastern Illinois and the MPO Policy Committee is designated by the Governor and Northeastern Illinois officials as being responsible, together with IDOT, for carrying out the provisions of 23 U.S. Code 134 and 49 U.S. Code 5303-06 for seven counties in Northeastern Illinois and parts of Grundy and DeKalb Counties; and

Whereas, NIRPC, a governmental body created pursuant to the provisions of Indiana Code Title 36, Article VII, Chapter 7 of the *Indiana Statutes*, carries out a comprehensive and cooperative areawide land use-transportation planning process, and is the MPO for Northwestern Indiana as designated by the Governor and Northwestern Indiana officials as being responsible, together with INDOT, for carrying out the provision of 23 U.S. Code 134 and 49 U.S. Code 5303-06 for three counties in Northwestern Indiana; and

Whereas, CMAP, NIRPC, IDOT and INDOT actively coordinate land use and transportation planning along the border between the States of Illinois and Indiana in their respective jurisdictions; and

Whereas, CMAP, NIRPC, IDOT and INDOT coordinate planning activities and carry out such activities cooperatively so that principal metropolitan area planning products reflect consistency with best practices and with broader bi-state goals; and

Whereas, the U.S. Bureau of the Census has identified a bi-state urbanized area of over 200,000 population that incorporates portions of the existing planning jurisdictions of CMAP and NIRPC, and has identified such area as the "Chicago, IL-IN Urbanized Area" (Chicago Area); and

Whereas, Will and Cook Counties are included in the Chicago Metropolitan Planning Area for the purpose of achieving coordinated land use, transportation and air quality management planning in the State of Illinois; and

2019-2020 Unified Planning Work Program

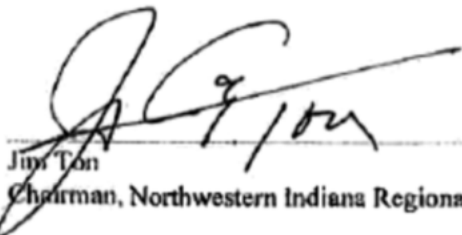
of CMAP, the Executive Director of NIRPC, the District Engineer of IDOT District 1 and the La Porte District Deputy Director of INDOT.

In Witness whereof, the hereto have caused this agreement to be executed by their proper officers and representatives.




Aaron Lawlor
Vice Chairman, CMAP MPO Policy Committee

3-16-16
Date




Jim Ton
Chairman, Northwestern Indiana Regional Planning Commission

4-21-2016
Date



Randy Blankenhorn
Secretary, Illinois Department of Transportation

3-10-16
Date



Brandy Hendrickson
Commissioner, Indiana Department of Transportation

4-29-16
Date

FHWA planning emphasis area letter



U.S. Department
of Transportation
**Federal Highway
Administration**

Indiana Division

February 8, 2018

575 N. Pennsylvania St, Room 254
Indianapolis, IN 46204

317-226-7475

317-226-7341

In Reply Refer To:
HDA-IN

Dear Indiana MPO Directors and INDOT:

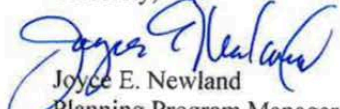
The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration Region V (FTA) are issuing its annual planning emphasis areas (PEAs) for FY 2019. For the most part, the PEAs remain the same as last year – to continue efforts on implementing the Fixing America's Surface Transportation (FAST) Act and the Title VI program. We are also encouraging INDOT and the MPOs to ensure the participation plans are FAST Act compliant.

Per the May 27, 2016 *Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Regulation*, INDOT and the MPOs need to continue to coordinate, and document in writing or by agreement, on developing and sharing information related to the transportation performance data, selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking the progress toward attainment of critical outcomes for the regions of the MPOs, and the collection of data for the state asset management plan for the National Highway System, (see 23 CFR 450.314(h)). Written provisions are due on or after May 20, 2019 for pavement and bridge performance measures (PM-2 rule) and system performance measures (PM-3 rule).

As part of implementing planning regulations, the MPOs' participation plans need to include coordination with public ports and providers of transportation, (see 23 CFR 450.316 (a)). INDOT needs to update its public participation plan and update its documented process with nonmetropolitan local officials reflecting a higher level of participation (see 23 CFR 250.210(b)) to be FAST Act compliant.

Transit Asset Management Plans are due October 1, 2018. MPOs are to ensure its Coordinated Human Service Public Transportation Plans are up to date per the planning regulations. If you have any questions, please contact either me, your FHWA Planning Program Manager, or Susan Weber, FTA Community Planner.

Sincerely,


Joyce E. Newland
Planning Program Manager
FHWA Indiana Division

Sincerely,


Jay Ciavarella
Director, Office of Planning & Program Development
FTA Region V

ecc:

Indiana MPO Council
Roy Nunnally, INDOT
Larry Buckel, INDOT
Susan Weber, FTA

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219-763-6060
nirpc.org
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