



RESOLUTION 25-08

A RESOLUTION OF THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION TO ADOPT THE FY 2026 UNIFIED PLANNING WORK PROGRAM FOR LAKE, PORTER, AND LA PORTE COUNTIES, INDIANA

May 15, 2025

WHEREAS, the Northwestern Indiana Regional Planning Commission, hereafter referred to as “the Commission” being designated as the Metropolitan Planning Organization (MPO) for the Lake, Porter, and La Porte County Metropolitan Planning Area, has established a comprehensive, cooperative, and continuing transportation planning process to develop the FY 2026 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 450.308; and by its State statutory authority, the Commission is charged with regional planning responsibility for the environment, economic development, and transportation; and

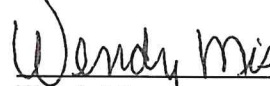
WHEREAS, the FY 2026 UPWP describes those planning activities to be undertaken by the Commission between July 1, 2025, and June 30, 2026, and identifies funding sources necessary to pay for those planning activities; and

WHEREAS, the work tasks and budgets described within the Commission’s UPWP are coordinated 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

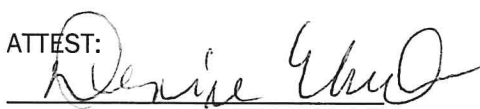
WHEREAS, the Transportation Committee has recommended that the Commission approve the FY 2026 UPWP;

NOW, THEREFORE, BE IT RESOLVED that the Commission hereby adopts the FY 2026 UPWP as presented and authorizes the Commission and staff to make minor revisions to the final document after adoption which may be required by the Indiana Department of Transportation (INDOT), the Federal Highway Administration (FHWA), or the Federal Transit Administration (FTA) for the final approval of this UPWP, and authorizes the Commission and staff to execute the necessary agreements and contracts with these administrative and funding agencies.

Duly adopted by the Northwestern Indiana Regional Planning Commission on this 15th day of May 2025.



Wendy Mis
Chairperson

ATTEST:


Denise Ebert
Secretary



Plan NWI

Northwestern Indiana Regional Planning Commission
Unified Planning Work Program

Fiscal Year 2026

Adopted Month Day, 2025
NIRPC Board of Commissioners

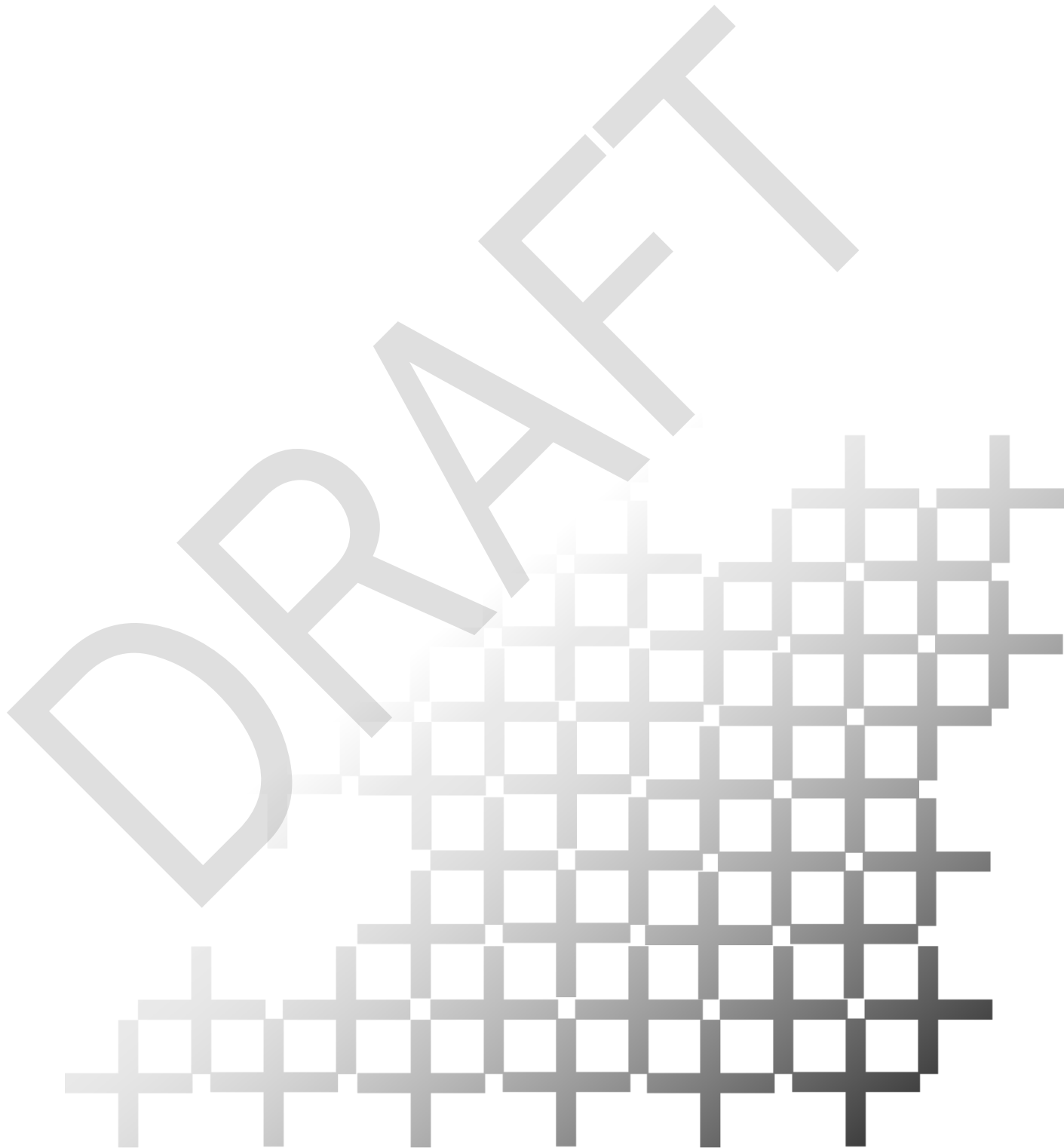


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2026 UPWP Budgets

2026 UPWP Budgets												
State Fiscal Year 2026 Budget Tables												
2026 NIRPC UPWP Budget Summary												
UPWP Section	Task Group Name	Funding Source	FY 24 Federal Funds (Carryover to FY 26)	FY 24 Non-Federal Funds (Carryover to FY 26)	FY 24 Total Costs (Carryover to FY 26)	FY 25 Federal Funds (Carryover to FY 26)	FY 25 Non-Federal Funds (Carryover to FY 26)	FY 25 Total Costs (Carryover to FY 26)	FY 26 Federal Funds	FY 26 Non-Federal Funds	FY 26 Total Costs	
100	Administration & Public Participation	PL/5303 (INDOT)	\$0	\$0	\$0	\$194,657	\$48,664	\$243,321	\$446,100	\$111,525	\$557,625	*
200	Data Collection & Analysis	PL/5303 (INDOT)	\$275,280	\$68,820	\$344,100	\$227,661	\$56,915	\$284,577	\$249,279	\$62,320	\$311,599	**
300	Short-Range Planning	PL/5303 (INDOT)	\$47,168	\$11,792	\$58,960	\$234,915	\$58,729	\$293,643	\$262,235	\$65,559	\$327,794	**
300	Short-Range Planning	STBG	\$44,629	\$11,157	\$55,787	\$44,629	\$11,157	\$55,787	\$44,764	\$11,191	\$55,956	**
400	Long-Range Planning	PL/5303 (INDOT)	\$0	\$0	\$0	\$367,899	\$91,975	\$459,874	\$540,494	\$135,124	\$675,618	**
500	Multi-Modal Planning	PL/5303 (INDOT)	\$200,527	\$50,132	\$250,659	\$200,527	\$50,132	\$250,659	\$225,371	\$56,343	\$281,713	**
500	Multi-Modal Planning (2.5% Complete Streets Set-Aside)	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$46,071	\$11,518	\$57,589	**
600A	Special Planning Activities	PL/5303 (INDOT)	\$20,552	\$5,138	\$25,690	\$299,405	\$74,851	\$374,256	\$73,288	\$18,322	\$91,609	**
600A	Special Planning Activities	HSIP	\$66,081	\$16,520	\$82,601	\$0	\$0	\$0	\$0	\$0	\$0	***
600A	Special Planning Activities	HSIP - Sec. 164	\$0	\$0	\$0	\$0	\$0	\$0	\$77,500	\$0	\$77,500	****
600B	Air Quality Public Education	CMAQ (INDOT)	\$0	\$0	\$0	\$96,654	\$24,164	\$120,818	\$360,000	\$90,000	\$450,000	*****
Total	TOTAL		\$654,237	\$163,559	\$817,796	\$1,666,348	\$416,587	\$2,082,934	\$2,325,102	\$561,901	\$2,887,003	
Federal Transit Administration 5307 Funds												
700.1	FTA Sub-Recipient Oversight	5307 (FTA)	\$0	\$0	\$0	\$0	\$0	\$0	\$345,600	\$86,400	\$432,000	**
<p>*PL/5303 Non-Salary direct expenses such as professional development, travel, copies, and printing for all task groups are budgeted under 100</p> <p>**Non-Federal Cash Match to be funded by NIRPC and participating LPAs</p> <p>***HSIP cost share is 80% Federal / 20% local</p> <p>****HSIP Sec. 164 is 100% Federal</p> <p>***** Non-Federal Cash Match contributed by South Shores Clean Cities (aka Drive Clean Indiana), Partners for Clean Air, Private Bike-Map Sponsors.</p>												

2026 UPWP PL Funds (not including flexed funds)

2026 UPWP PL funds						
State Fiscal Year 2026 Budget Table						
FY 2026 PL Funding Only- NIRPC UPWP Budget Summary						
UPWP Section	Task Group Name	Funding Source	Federal Share (FY 2026)	Non-Federal Share (FY 2026)	Total Costs (FY 2026)	
100	Administration & Public Participation	PL/5303 (INDOT)	\$446,100	\$111,525	\$557,625	*
200	Data Collection & Analysis		\$249,279	\$62,320	\$311,599	**
300	Short-Range Planning		\$262,235	\$65,559	\$327,794	**
400	Long-Range Planning		\$540,494	\$135,124	\$675,618	**
500	Multi-Modal Planning		\$225,371	\$56,343	\$281,713	**
500- Y410***	Multi-Modal Planning 2.5% Complete Streets Set Aside		\$46,071	\$11,518	\$57,589	***
600	Special Planning Activities		\$73,288	\$18,322	\$91,609	**
PL/5303 Total	TOTAL		\$1,842,838	\$460,709	\$2,303,547	
*PL/5303 Non-Salary direct expenses such as travel, copies and printing for all task groups are budgeted under 100						
**Non-Federal Cash Match to be funded by NIRPC and participating LPAs						
*** Complete Street Planning Activities- Increasing Safe and Accessible Transportation Options						

2026 UPWP Flex Funds

2026 UPWP Flex funds						
State Fiscal Year 2026 Budget Table						
FY 2026 Flex Funding Only- NIRPC UPWP Budget Summary						
UPWP Section	Task Group Name	Funding Source	Federal Share (FY 2026)	Non-Federal Share (FY 2026)	Total Costs (FY 2026)	
300	Short-Range Planning	STBG	\$44,764	\$11,191	\$55,956	*
600A	Special Planning Activities	HSIP - Sec. 164	\$77,500	\$0	\$77,500	**
600B	Air Quality Public Education	CMAQ (INDOT)	\$360,000	\$90,000	\$450,000	***
Total			\$482,264	\$101,191	\$583,456	
<p>*Non-Federal Cash Match to be funded by NIRPC and participating LPAs</p> <p>**HSIP Sec. 164 is 100% Federal</p> <p>*** Non-Federal Cash Match contributed by South Shores Clean Cities (aka Drive Clean Indiana), Partners for Clean Air, Private Bike-Map Sponsors.</p>						

Salary and Benefits Table

2026 UPWP Salaries and Overhead												
State Fiscal Year 2026 Budget Tables												
2026 UPWP Salaries and Overhead												
UPWP Section	Task Group Name	Funding Source	FY 24 Federal Funds (Carryover to FY 26)	FY 24 Non-Federal Funds (Carryover to FY 26)	FY 24 Total Costs (Carryover to FY 26)	FY 25 Federal Funds (Carryover to FY 26)	FY 25 Non-Federal Funds (Carryover to FY 26)	FY 25 Total Costs (Carryover to FY 26)	FY 26 Federal Funds	FY 26 Non-Federal Funds	FY 26 Total Costs	
100	Administration & Public Participation	PL/5303 (INDOT)	\$0	\$0	\$0	\$194,657	\$48,664	\$243,321	\$409,689	\$102,422	\$512,111	
200	Data Collection & Analysis	PL/5303 (INDOT)	\$275,280	\$68,820	\$344,100	\$227,661	\$56,915	\$284,577	\$249,279	\$62,320	\$311,599	**
300	Short-Range Planning	PL/5303 (INDOT)	\$47,168	\$11,792	\$58,960	\$234,915	\$58,729	\$293,643	\$262,235	\$65,559	\$327,794	**
300	Short-Range Planning	STBG	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
400	Long-Range Planning	PL/5303 (INDOT)	\$0	\$0	\$0	\$366,495	\$91,624	\$458,118	\$536,494	\$134,124	\$670,618	**
500	Multi-Modal Planning	PL/5303 (INDOT)	\$58,147	\$14,537	\$72,684	\$200,527	\$50,132	\$250,659	\$225,371	\$56,343	\$281,713	**
500	Multi-Modal Planning (2.5% Complete Streets Set-Aside)	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
600A	Special Planning Activities	PL/5303 (INDOT)	\$20,552	\$5,138	\$25,690	\$48,003	\$12,001	\$60,003	\$73,288	\$18,322	\$91,609	**
600A	Special Planning Activities	HSIP	\$15,510	\$3,878	\$19,388	\$0	\$0	\$0	\$0	\$0	\$0	***
600A	Special Planning Activities	HSIP - Sec. 164	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	****
600B	Air Quality Public Education	CMAQ (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	*****
Total	TOTAL		\$416,657	\$104,164	\$520,822	\$1,272,257	\$318,064	\$1,590,321	\$1,756,356	\$439,089	\$2,195,444	
Federal Transit Administration 5307 Funds												
700.1	FTA Sub-Recipient Oversight	5307 (FTA)	\$0	\$0	\$0	\$0	\$0	\$0	\$345,600	\$86,400	\$432,000	**
<p>**Non-Federal Cash Match to be funded by NIRPC and participating LPAs</p> <p>***HSIP cost share is 80% Federal / 20% local</p> <p>****HSIP Sec. 164 is 100% Federal</p> <p>***** Non-Federal Cash Match contributed by South Shores Clean Cities (aka Drive Clean Indiana), Partners for Clean Air, Private Bike-Map Sponsors.</p>												

Expenses and Contracted Costs Table

2026 UPWP Expenses and Contracted Costs												
State Fiscal Year 2026 Budget Tables												
2026 UPWP Expenses and Contracted Costs												
UPWP Section	Task Group Name and Activity	Funding Source	FY 24 Federal Funds (Carryover to FY 26)	FY 24 Non-Federal Funds (Carryover to FY 26)	FY 24 Total Costs (Carryover to FY 26)	FY 25 Federal Funds (Carryover to FY 26)	FY 25 Non-Federal Funds (Carryover to FY 26)	FY 25 Total Costs (Carryover to FY 26)	FY 26 Federal Funds	FY 26 Non-Federal Funds	FY 26 Total Costs	
100	Administration & Public Participation: Professional Development, Printing, Travel	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$36,411	\$9,103	\$45,514	
200	Data Collection & Analysis	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
300	Short-Range Planning	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
300	Short-Range Planning: R-TIP Software License	STBG	\$8,336	\$2,084	\$10,420	\$44,629	\$11,157	\$55,787	\$44,764	\$11,191	\$55,956	**
400	Long-Range Planning: Sensible Tools Workshop consultant costs	PL/5303 (INDOT)	\$0	\$0	\$0	\$1,405	\$351	\$1,756	\$4,000	\$1,000	\$5,000	**
400	Long-Range Planning	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
500	Multi-Modal Planning	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
500	Multi-Modal Planning (2.5% Complete Streets Set-Aside)	PL/5303 (INDOT)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	**
600A	Special Planning Activities: LPA Planning Assistance/Special Plans consultant contracts	PL/5303 (INDOT)	\$0	\$0	\$0	\$251,403	\$62,851	\$314,253	\$0	\$0	\$0	**
600A	Special Planning Activities: Road Safety Audits	HSIP	\$50,570	\$12,642	\$63,212	\$0	\$0	\$0	\$0	\$0	\$0	***
600A	Special Planning Activities: Road Safety Audits	HSIP - Sec. 164	\$0	\$0	\$0	\$0	\$0	\$0	\$77,500	\$0	\$77,500	****
600B	Air Quality Public Education	CMAQ (INDOT)	\$0	\$0	\$0	\$96,654	\$24,164	\$120,818	\$360,000	\$90,000	\$450,000	*****
Total	TOTAL		\$58,906	\$14,726	\$73,632	\$394,091	\$98,523	\$492,613	\$522,676	\$111,294	\$633,969	
Federal Transit Administration 5307 Funds												
700.1	FTA Sub-Recipient Oversight	5307 (FTA)	\$0	\$0	\$0	\$0	\$0	\$0	\$345,600	\$86,400	\$432,000	**
<p>*PL/5303 Non-Salary direct expenses such as professional development, travel, copies, and printing for all task groups are budgeted under 100</p> <p>**Non-Federal Cash Match to be funded by NIRPC and participating LPAs</p> <p>***HSIP cost share is 80% Federal / 20% local</p> <p>****HSIP Sec. 164 is 100% Federal</p> <p>***** Non-Federal Cash Match contributed by South Shores Clean Cities (aka Drive Clean Indiana), Partners for Clean Air, Private Bike-Map Sponsors.</p>												

About NIRPC

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

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

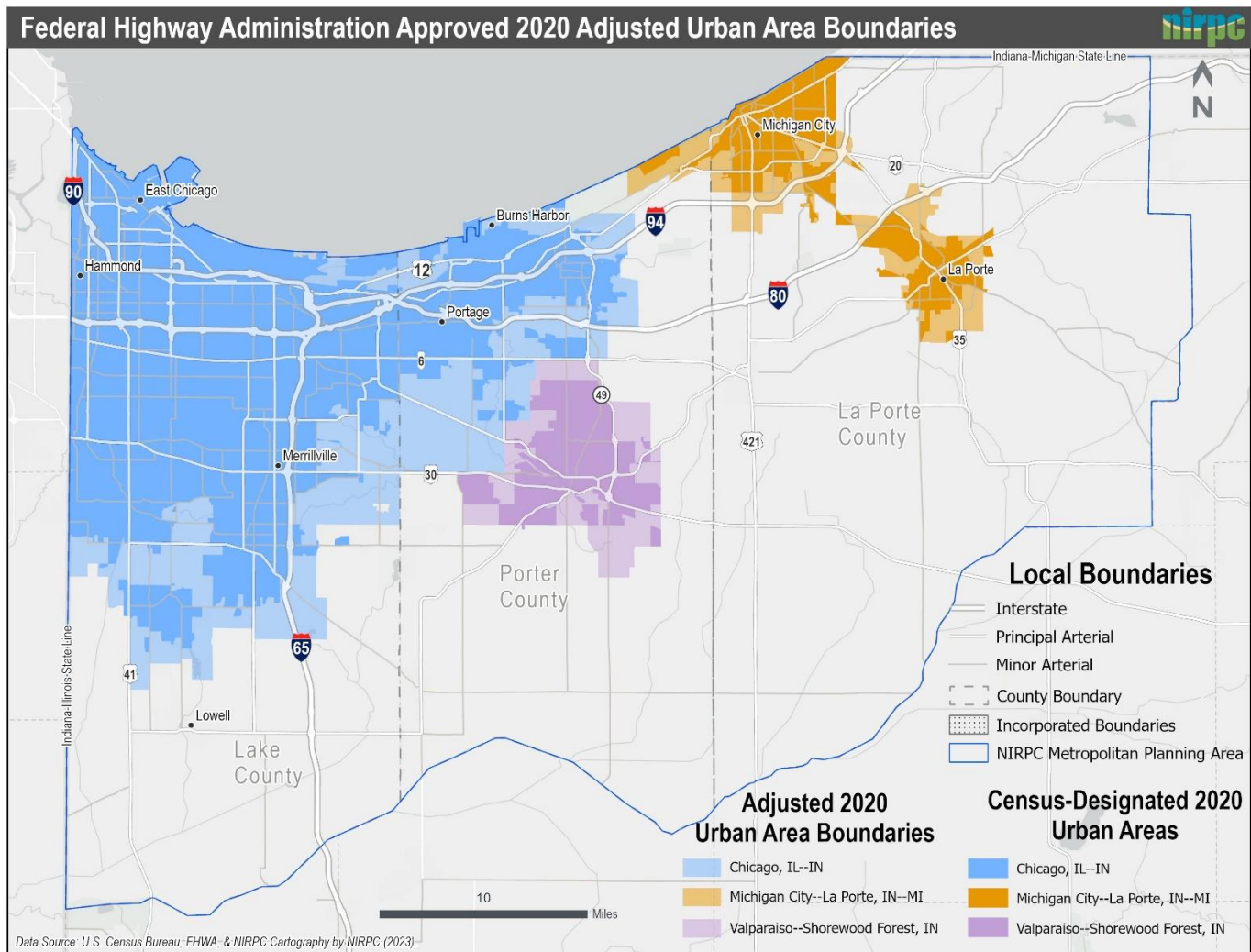
In 1996 the legislation was again amended to provide a seat on the Commission for all of the mayors in the three-county region. The legislation was further amended in 2003 to represent all 41 cities and towns in the tri-county area and specify that representatives must be elected officials. The legislation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

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

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

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

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



1 NIRPC Adjusted Urban Area Boundaries

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

Background + Purpose

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

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

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

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

About the UPWP

Required Elements

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

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

Required elements such as Title VI can be found in [section 100.3](#).

IIJA Section 11206 Expenditure for Complete Streets

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

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

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

In FY 2026, NIRPC is required to expend no less than \$46,071 in PL funding for Complete Streets planning. To meet this requirement, *Task 500.1 Active Transportation Planning* includes the maintenance and implementation of the region’s active transportation priority corridor plan, development of an Elevated trail feasibility study and Trail Oriented Development. A portion of these deliverables will be funded through the minimum 2.5% set aside for Complete Street planning.

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

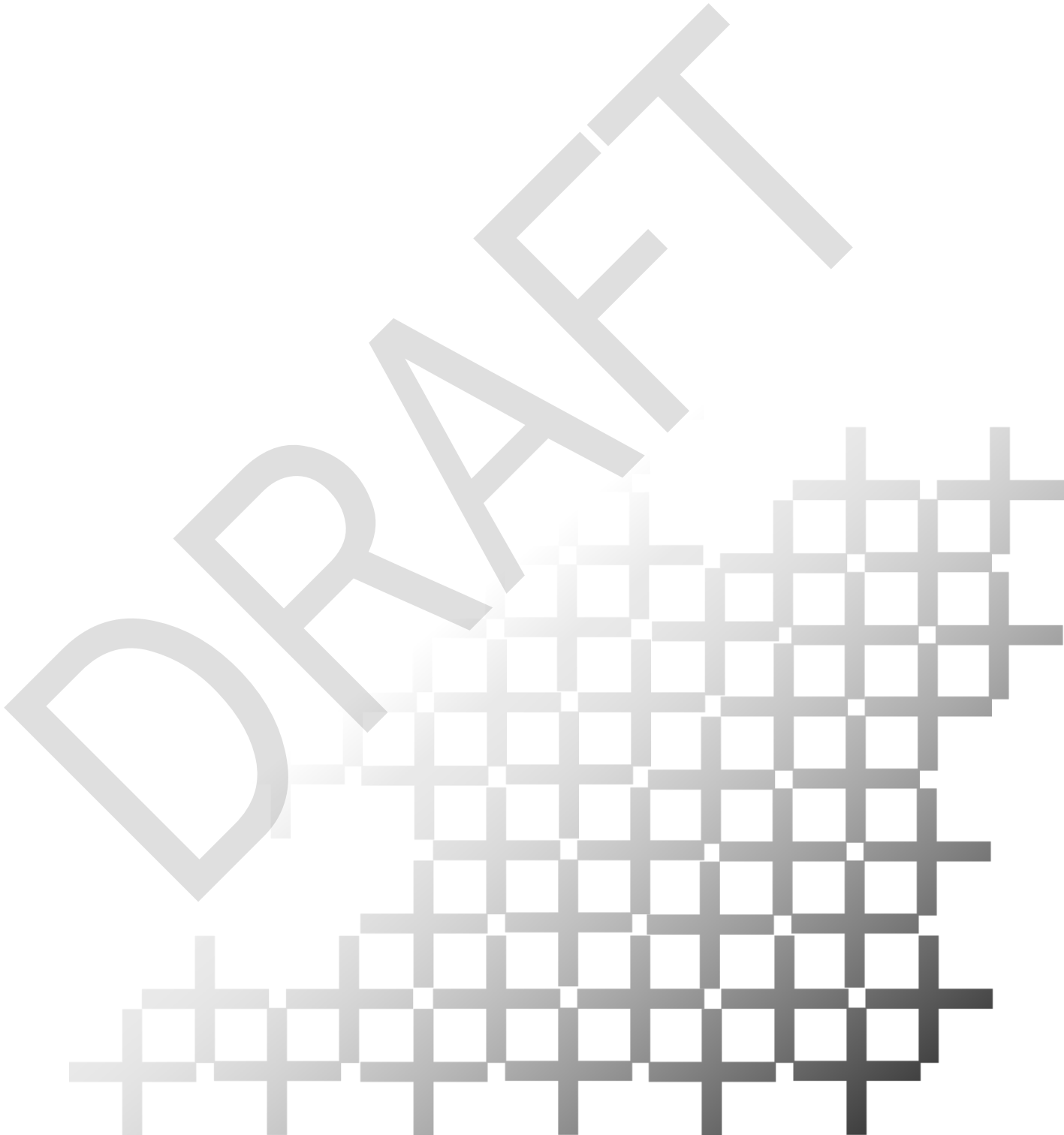
Public Participation

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

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

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

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Metropolitan Planning Activities and Tasks

100 | Administration and Public Participation

Salaries and Overhead*				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$0	\$194,657	\$409,689	\$604,346
Non-Federal	\$0	\$48,664	\$102,422	\$151,086
Total	\$0	\$243,321	\$512,111	\$755,432

FY 2024 Non-Salary direct expenses such as professional development, travel, copies, and printing for all task groups are budgeted under 100

Professional Development, Printing, Travel				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$0	\$0	\$36,411	\$36,411
Non-Federal	\$0	\$0	\$9,103	\$9,103
Total	\$0	\$0	\$45,514	\$45,514

100.1 | Planning Management + Administration

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

- Direction and oversight of staff work including internal staff meetings, performance reviews, timesheet management and approvals, and QA/QC of work products.
- Administration of committees: the production and distribution of agendas, minutes, and meeting materials and the communication functions of Administrative Assistants.
- Compliance oversight of sub-grantees, consultants, and LPAs receiving clean vehicle grants from the state.
- Includes budget for printing.
- It is anticipated that this task will include participation in a Federal Certification Review of NIRPC’s transportation planning process.

Timeline: Ongoing

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

Deliverables: Agendas, minutes, and supporting materials for 8 Board meetings, 8 Transportation Committee meetings, quarterly Transportation Resources Oversight Committee meetings, and quarterly Economy and Place Committee meetings. Internal personnel-related documents.

100.2 | Public Participation and Engagement

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

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

Timeline: Ongoing

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

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

100.3 | Title VI Program Management

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

Timeline: Ongoing

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

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

100.4 | Americans with Disabilities Act Program Management

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

Timeline: Ongoing

Responsible Parties: Planner, Ann Weitgenant

Task Deliverables: Technical assistance as needed.

100.5 | UPWP Development + Management

Description: Development and management of the UPWP and amendments and completion of all quarterly and annual reporting. The UPWP includes planning activities to implement *NWI 2050+*, as well as applicable laws and regulations to support the federally required 3C transportation process for MPOs as outlined in metropolitan planning regulations.

Timeline: FY 25 annual completion report completed by September 2025; Quarterly reports completed quarterly; FY 2027-2028 UPWP adopted April 2026.

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

Deliverables: UPWP Amendments as necessary, FY 25 annual completion report, Quarterly Reports, FY 2027-2028 UPWP.

100.6 | Partner and Peer Agency Coordination

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

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

Timeline: Ongoing

Responsible Parties: NIRPC staff

Deliverables: Various meeting materials.

100.7 | Professional Development

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

Timeline: Ongoing

Responsible Parties: NIRPC staff

Deliverables: Professional development through attendance at relevant events.

Salaries and Overhead				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$275,280	\$227,661	\$249,279	\$752,220
Non-Federal	\$68,820	\$56,915	\$62,320	\$188,055
Total	\$344,100	\$284,577	\$311,599	\$940,276

200.1 | Planning Data Collection

Description: Collect, update, and manage data relating to all aspects of metropolitan planning and decision-making. Includes data to support congestion management, economic and land use development, safety planning, vehicle, bicycle, and pedestrian counts, micro-mobility, transit data, and Highway Performance-Monitoring System (HPMS) data. Task includes:

- Downloading data from public sources.
- Coordinating with partners including INDOT, LPAs, transit providers, etc. to obtain data.
- Field collection of traffic counts and bicycle counts.
- Formatting and organizing data sets.
- Publication of data on a web-based platform.
- Provision of data to NIRPC members and external partners.

Specific data sets include:

- Census data
- ARIES crash data
- Land use and environmental data
- Traffic counts
- Travel time data
- Transit data
- Asset inventory and condition
- Bicycle and pedestrian counts

Timeline: Ongoing

Responsible Parties: Planner, Grace Benninger

Deliverables: Formatted data sets for NIRPC work products, data sets provided to NIRPC members and external partners.

200.2 | Planning Data Analysis + GIS Support Services

Description: Develop, manage, and deploy GIS data and analysis to support NIRPC's UPWP activities. Specific tasks include:

- Develop a performance measures and data dashboard.
- Downloading data from public sources including ACS.
- Using US Census data, calculate regional numbers and compile new data for the regional snapshot data sheets. Include housing metrics in regional snapshots.

- Coordinating with partners including INDOT, LPAs, transit providers, etc. to obtain data.
- Analyze transportation, land use, demographic, environmental, economic, and other data as needed to support the transportation planning and programming process in NWI, which may include:
 - Identify investment opportunity areas within the NWI region.
 - Track infill development in the last 10 years within the NWI region and, more specifically, within older communities.
 - Develop maps to assess access to parks and open space.
 - Map and analyze population, housing, and jobs data in walkable centers and transit areas.
 - Update and keep a record of the boundaries and projects occurring in NIRPC's TOD areas and the Transit Development Districts (TDD) of the regional South Shore Corridor TOD areas.
 - Create a map of urban service boundaries.
 - Include high solar and wind energy potential areas as natural resources in GIS layers in NWI.
 - Continue to maintain and update the “Regional Priority Trails & Corridors Map” as identified in the Greenways + Blueways 2020 Plan.
 - Inventory and digitize in GIS sidewalk and bicycle lanes noting gaps in infrastructure, and pedestrian and bicyclist comfort.
 - Create a parcel-based map of current and potential business locations along major NWI corridors to help identify economic centers and prioritize future transportation improvements.
- Manage the storage of GIS data online and within NIRPC’s network.
- Manage software licenses.
- Prepare maps and other GIS products to support NIRPC planning activities, partner initiatives, etc.
- Publish online maps and data sets.
- Expand and improve upon data availability through web-based platforms including GIS online and dashboards.
- Participate in regional and state GIS user groups and organizations and develop Northwest Indiana-specific goals.
- Respond to data requests.

Timeline: Most tasks are ongoing; Online Data Hub – 6/30/2026.

Responsible Parties: Grace Benninger

Deliverables: Online data hub, maps and data products.

200.3 | Performance-based Planning Activities

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

- Monitoring of the measures and target setting to comply with USDOT requirements.
- Monitoring and analysis of regional data metrics.
- Share performance measure data and target progress on website and in technical presentations to NIRPC committees.
- Present resolutions with updated performance measure targets to Transportation Committee and the NIRPC Executive Board/Full Commission.

- Publish data and progress on achieving performance measure targets on NIRPC's website.

Timeline: Ongoing; performance measure targets set annually; performance measure presentations delivered to committee quarterly; Performance Measures Dashboard Updates – at least quarterly.

Responsible Parties: Scott Weber, Grace Benninger

Deliverables: Presentations to NIRPC Board and committees, adoption resolutions, website content including Performance Measures Dashboard Updates.

200.4 | Congestion Management

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

This task includes:

- Performing objective and quantitative evaluation of congestion within the NIRPC region.
- Monitoring congestion-related data and including congestion-related performance measures on the Annual Performance Dashboard.
- Administering and updating, as necessary, *MOVE NWI* (the Congestion Management Process for NWI).
- Evaluating new TIP project applications and periodic NWI 2050+/TIP Amendment projects with CMP *MOVE NWI*.
- Ongoing maintenance to *MOVE NWI*, including populating it with the latest available data.

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

Responsible Parties: Scott Weber

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

200.5 | Travel Demand Modeling

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

- Validation of NIRPC Travel Demand Model using HPMS VMT data.
- Responding to modeling requests from INDOT, Local Public Agencies, and other planning partners.

Timeline: Ongoing

Responsible Parties: Scott Weber, Grace Benninger

Deliverables: Validation reports of NIRPC Travel Demand Model; emailed responses to INDOT, Local Public Agencies, and other planning partners on modeling requests; report of how many and which modeling requests have been answered on the NIRPC website; preparation of new modeling years and scenarios for new TIP, TIP Amendments, and NWI 2050+ Amendments.

200.6 | Air Quality Conformity

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

- Ongoing discussion with ICG members about *NWI 2050+*/TIP amendments that may require official conformity actions.
- Preparation of Air Quality Conformity analysis reports for actions the ICG finds necessary.
- Ongoing monitoring of the latest EPA designations for non-attainment or maintenance status.
- Ongoing monitoring of the latest USDOT requirements for conformity and training/resources that are offered.
- Management and updating of MOVES Model as necessary.

Timeline: Ongoing

Responsible Parties: Scott Weber, Grace Benninger

Deliverables: Periodic publication of Air Quality Conformity Determination Analysis; report documents on the NIRPC website. Anticipated update of MOVES3 to MOVES5 in first quarter of FY 26.

300 | Short-Range Planning

Salaries and Overhead				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$47,168	\$234,915	\$262,235	\$544,317
Non-Federal	\$11,792	\$58,729	\$65,559	\$136,079
Total	\$58,960	\$293,643	\$327,794	\$680,397

Contractual - RTIP Software				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
STBG Flex	\$8,336	\$44,629	\$44,764	\$97,730
Non-Federal	\$2,084	\$11,157	\$11,191	\$24,432
Total	\$10,420	\$55,787	\$55,956	\$122,162

300.1 | Transportation Improvement Program Development

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

- Solicit feedback from NIRPC committees on the 2026 NOFA.
- Update project selection criteria for 2028-2032 TIP NOFA to ensure the following:
 - Consistency with current MTP.
 - Consistency with TAM Plan.
 - Priority of projects in identified Transit Oriented Development.
 - Consistency with Title VI.
 - Consistency with Safe Streets & Roads for All and Vision Zero.
 - Other Regional, State, and Federal Priorities.
- Provide technical assistance to transit operators and LPAs.
- Develop 2028-2032 NOFA documents and present to NIRPC committees and Board for approval.
- Maintain online/digital TIP (RTIP), adding projects from the NOFA after approval.
- Maintain a good working relationship with LPAs, transit operators, INDOT, FHWA, and FTA.
- Coordinate with INDOT to program projects.

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

- Internal and committee review of NOFA project selection process. October 2025 – March 2026.
- Develop 2028-2032 TIP NOFA materials. April 2026 – June 2026.

Responsible Parties: Charles Bradsky, Stephen Hughes, Ann Weitgenant

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

300.2 | TIP Management

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

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

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

- Organize and conduct Local Quarterly Tracking meetings. 30 – 45 days following the close of the SFY quarter (Q1: Oct 30-Nov 15; Q2: Jan 30-Feb 15; Q3: Apr 30-May 15; Q4 July 30-Aug 15).
- Process TIP amendments and administrative modifications as needed. Completed for the following meetings of the Commission: August 2025, December 2025, February 2026, May 2026.
- Publish a list of federal funding obligations, known as the Annual List of Obligated Projects. (ALOP), within the timeline from US DOT and INDOT. Due September 30.
- Document the number and percentage of projects let for construction per program year as originally published in the TIP (Annual Letting Report). Due September 30.

Responsible Parties: Charles Bradsky, Stephen Hughes, Ann Weitgenant

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

300.3 | Environmental Red Flag Investigations

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

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

Timeline: Ongoing

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

Deliverables: Preliminary RFI review with LPAs as part of project scoping before NOFA submission, project tracking spreadsheet, early coordination letter reviews, Red Flag Investigations and comments as needed, RFI data posted on ArcGIS online, Natural Resource Planner will maintain certification through completion of INDOT NEPA/CE Refresher Training when offered.

DRAFT

400 | Long-Range Planning

Salaries and Overhead				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$0	\$366,495	\$536,494	\$902,989
Non-Federal	\$0	\$91,624	\$134,124	\$225,747
Total	\$0	\$458,118	\$670,618	\$1,128,736

Contractual - Sensible Tools Handbook Workshops				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$0	\$1,405	\$4,000	\$5,405
Non-Federal	\$0	\$351	\$1,000	\$1,351
Total	\$0	\$1,756	\$5,000	\$6,756

400.1 | MTP Development and Maintenance

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

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

In FY 26, NIRPC will begin the required four-year update of its MTP. Activities to be undertaken include development of the project timeline, data collection, outreach to committees and the public, review of existing policies and plans.

Timeline: Ongoing. MTP update work to begin Q1 of FY 26 and continue into FY 27.

Responsible Parties: NIRPC Staff

Deliverables: NWI 2050+ amendments as needed; interim MTP documents.

400.2 | NWI 2050/NWI 2050+ Implementation, FY 2026

Description: Study, research, plan, and implement the vision and strategies of NWI 2050 and NWI 2050+, the long-range plans for the MPO. This task focuses on connecting transportation planning and programming for highway and transit, and other demonstrated needs from NWI 2050+, chiefly tasks that impact the region.

This task will be focused on three main subtasks:

400.2.1 Transit-oriented Development (TOD) :

The TOD subtask aims to bring vitality and livability to transit station areas and corridors. The activities of this subtask will support the implementation of NWI 2050+ and its strategies and economic development

of the region. It supports linking transportation investments with land use decisions within the region. Activities include:

- Coordinate TOD areas with the TDD areas and TOD plans published by the Regional Development Authority (RDA) and Northern Indiana Commuter District (NICTD).
- Identify high-priority TOD planning and implementation projects to improve accessibility and ensure equitable outcomes.
- Coordinate, review, and score the NOFA applications for TOD planning and implementation.
- Manage TOD plans/ implementation funded by NIRPC
- Provide technical assistance for TOD planning.

Deliverables:

- Funded TOD areas as identified at the NIRPC funding Program.
- Coordinated Regional TOD activities with the Regional Development Authority (RDA), Northern Indiana Commuter Transit District (NICTD), and public bus agencies.

Timeline: To be completed by June 30, 2026

400.2.2 Sensible Tools Handbook+ Outreach and Training

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

Activities include:

- Introduce and present the Handbook to local government planners, elected officials, developers, and Purdue Extension planning staff.
- Plan and deliver a series of training workshops for planning commissioners and elected officials.
- Engage in outreach and communications for report and training opportunities.
- To be completed by June 30, 2026.

Deliverables:

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

Timeline: To be completed by June 30, 2026.

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

400.3 | Regional Land Use Planning

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

potential of existing infrastructure and regional facilities.

Outline an implementation plan and actions needed to accomplish the goals and objectives of the Land Use and Housing section of the *NWI 2050+*. The Implementation plan will include tasks and actions from the scope to the budget. It will include implementing regional strategies that link transportation, land use planning, and economic development considerations. Develop a framework that provides regional consistency on issues of common importance and functional compatibility while allowing individual entities to retain their individual and autonomous authority. Provide support to the Economy and Place Committee. Examine housing affordability and identify housing needs at the regional level. Modify and develop criteria for the NOFA applications and manage the NOFA applications of planning, TOD, and quality of place. Participate in and contribute to local governments planning activities, including technical assistance as needed by designation of a Transit Development District (TDD) committee established by the Regional Development Authority (RDA).

Activities:

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

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

- Identified Infill areas in older communities and main centers. 2nd Quarter FY 26
- Recommendations and a map of opportunity areas. 2nd Quarter FY 26
- Identified best regulatory practices for middle and high-density development at appropriate locations. 2nd Quarter FY 26
- Identified corridors suitable to the Corridor Urbanism concept, including higher density transit nodes, mixed-use infill, secondary street network, and managed access management. 2nd Quarter FY 26.

Responsible Parties: Eman Ibrahim

Deliverables:

- Identified Infill areas in older communities and main centers.
- Recommendations and a map of opportunity areas.
- Identified best regulatory practices for middle and high-density development at appropriate locations.
- Identified corridors suitable to the Corridor Urbanism concept, including higher density transit nodes, mixed-use infill, secondary street network, and managed access management.
- Four meetings of the Economy and Place committee. These will occur quarterly.
- Recommendations for the NOFA planning and construction projects. This is an ongoing activity.
- Local government assistance activities.

400.4 | Surface Transportation Planning

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

- Convene stakeholders impacted by INDOT's corridor studies and its associated projects to educate Local Public Agencies and other stakeholders about opportunities to incorporate their expectations into the INDOT projects.
- Corridor-based strategies from *NWI 2050+* and NIRPC's Regional Corridors Study will continue to be discussed at Transportation Committee meetings.
- Analyze corridors that could benefit from corridor studies, particularly arterials that cross jurisdictional boundaries, and establish reports and workplans on convening stakeholders along these corridors in the hopes of securing funding for additional corridor studies.
- 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. Educate ITS project sponsors about their requirements for a system engineering analysis.
- Research, data collection, and development related to Traffic Incident Management (TIM).
- Continually update Functional Classification map by proactively recommending corridors to be reclassified and responding to community requests.

Timeline: Task is ongoing. Timelines for specific elements are as follows: Update Functional Classification Map as needed. Adopt 2026 Safety Performance Measure Targets by January 2026. Update Regional ITS Architecture by September 2025.

Responsible Parties: Scott Weber

Deliverables: Social media posts about meetings with stakeholders impacted by corridor plans and how their desires are incorporated into future project scopes, updated Regional ITS Architecture, reports analyzing potential corridors for future corridor plans, adoption of annual Safety Performance Measure Targets, updated Functional Classification Map.

400.5 | Environmental Linkages Planning

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

Task includes:

- Coordinate planning with agencies and conservation partners on transportation-related environmental issues in rights-of-way such as invasive species management, native landscaping and trees, and stormwater runoff .
- Continue participating in agency and partner efforts to understand wildlife mortality and plan projects to reduce impacts.
- Encourage and assist local governments in inventorying, planning, maintaining, and expanding a robust tree canopy, emphasizing appropriate species for safety along streets.
- Publish Living Streets green infrastructure design guidance as an interactive online tool on the NIRPC website.
- Maintain mapping and analysis of natural resources that underlay the region's transportation infrastructure.
- FHWA Vulnerability Assessment Guidance
- Work with staff at IDNR In-Lieu Fee Mitigation Program to identify opportunities for MPO programming and planning activities to inform
- Participate in the development of the Environmental element of the MTP.

Timeline: Task is ongoing.

Responsible Parties: Kathy Luther, Jennifer Birchfield

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

400.6 | Planning for Resiliency

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

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

- Identify adaptation targets and requirements for NIRPC-funded local transportation projects.

Timeline: Ongoing.

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

Deliverables: Updated Regional Emission Inventory.

400.7 | Freight Planning

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

In FY 26, work will focus on development of a truck parking study. This task builds upon the recommendation in *NWI 2050+* to conduct a truck parking study to determine how the provision of truck parking spaces in the Northwest Indiana region is performing. The study will examine all publicly accessible truck parking facilities and as many private truck parking facilities as possible to determine various specifications about them such as number of spaces available and utilization rates. The study will also survey local jurisdictions and truck hoteling data to determine the prevalence of offsite truck parking activity. The result of the truck parking study will be a report of existing conditions and goals and recommendations to improve the performance of truck parking as well as to reduce externalities and disproportionate burdens borne from truck parking in this freight intensive region.

Activities:

- Form a steering committee of NIRPC staff, INDOT, Indiana Toll Road, various local jurisdiction officials, and private sector trucking/truck stop operators to oversee the study
- Perform a concise peer review of similar truck parking studies from Metropolitan Planning Organizations and State Departments of Transportation
- Identify existing sources of data pertaining to truck parking availability
- Consider procuring additional data such as American Transportation Research Institute (ATRI) data
- Design a survey to distribute to INDOT, Indiana Toll Road, local jurisdictions, truckers/trucking trade groups, and truck stop operators about the conditions and performance of truck parking
- Obtain information about TPIMS from INDOT and the Indiana Toll Road in terms of its existing and planned deployment
- Analyze data and survey responses and draft an existing conditions report
- Generate goals, objectives, and recommendations from identified gaps from the existing conditions report and steering committee recommendations
- Draft the final truck parking study report

Timeline: General freight planning activities ongoing. The estimated timeline for the truck parking study is as follows:

- Steering committee formation. July 2025
- Peer review findings. August 2025
- Survey design and data procurement plan (if applicable). September 2025
- Existing conditions report. December 2025
- Steering committee goals and objectives formation. February 2026
- Finalize recommendations. March 2026.
- Report final draft. June 2026.

Responsible Parties: Scott Weber

Deliverables:

- Peer review summary of similar truck parking studies.
- Data inventory of existing truck parking, truck activity, and TPIMS data.
- Data procurement of additional data (if applicable).
- Existing conditions report.
- Four steering committee meetings: kickoff meeting to discuss peer review and generate survey design, existing conditions report review and goals and objectives formulation, finalize recommendations, and draft final report review.
- Final truck parking study report.
- Incorporation of truck parking study report into next Metropolitan Transportation Plan and Notice of Funding Availability application process.

400.8 | Safety Planning

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

Timeline: Consultant selection and contract expected to take place in Q1 of FY 26; Planning activities to take place during FY 26 with the plan to be completed in FY27.

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

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

500 | Multi-modal Planning

Salaries and Overhead				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$58,147	\$200,527	\$225,371	\$484,045
Non-Federal	\$14,537	\$50,132	\$56,343	\$121,011
Total	\$72,684	\$250,659	\$281,713	\$605,056

2.5% Complete Streets Set-Aside (salaries and overhead)				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$0	\$0	\$46,071	\$46,071
Non-Federal	\$0	\$0	\$11,518	\$11,518
Total	\$0	\$0	\$57,589	\$57,589

500.1 | Active Transportation Planning

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

1. Active Transportation Technical Assistance:
 - a. Collaborate with regional stakeholders, including municipalities, advocates, non-profits, and other partners, including Title VI and ADA-protected communities.
 - b. Maintain trail counters and reporting of counts.
 - c. Develop maps highlighting future routes.
 - d. Hold workshops, seminars, and webinars on important topics.
 - e. Provide ongoing reports to INDOT regarding NIRPC, LPA, and transit operator recommendations on proposed project scopes.
 - f. Create bicycle tourism strategies/plans that are tailored to specific stakeholders.
 - g. Share safety resources with all regional jurisdictions. Recommend countermeasures and speed management strategies and offer training for local staff.
 - h. Participate in *NWI Thrive: Elevating the Region through Nature, Culture, and Wellness* a grant-funded partnership to enhance non-motorized access to IN Dunes National Park, South Shore Line, and the Marquette Greenway Trail. Staff will provide oversight of a project manager and assistance with design documents.
2. Active Transportation Data Collection and Analysis:
 - a. Establishment of performance measure baselines for non-motorized transportation policy and projects as identified in the G+B 2020 Plan and *NWI 2050+*.
 - b. Updating and printing of 2026 Greenways+Blueways Map, including public engagement ahead of final printing. Map to supplement online app.
 - c. Mapping bicycle and pedestrian crash data in NWI.
 - d. Promote Vision Zero policies for improved pedestrian safety: Set specific regional traffic safety goals and measure and report progress. Measure causes of serious crashes and focus on equitable investments.
 - e. Participation in development of the non-motorized element of the MTP.
3. Active Transportation Public Engagement:

- a. Regular social media posts; podcasts; NIRPC public presentations; online educational materials.
- b. Acquire placards to help communities mark the United States Bicycle Trail routes.

In FY 2026 staff will focus the above efforts on the following:

- Elevated trail feasibility study: examine potential for multi-use trail conversion of an abandoned elevated rail corridor in Gary, Indiana. Conduct public outreach with LPAs on neighborhood feedback regarding the project. Produce documentation of strategies to develop trail and neighborhood revitalization policies. Proceed with implementation if a project is viable.
- Trail Oriented Development: Advocate and educate LPAs about trail-oriented development, potentially contracting with a consultant in FY 2026 if funding is available to develop a Regional Trails Town Plan.

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

- Establishment of performance measures to be completed January 2026.
- Updating and printing of 2026 Greenways + Blueways Map and app: Continued from FY 2024 to be completed June 2026.
- Acquire USBR placards if funding is available.
- Elevated Trail public outreach and policies: Continued from FY 2024 to be completed FY 2026.
- Trail Oriented Development plan: To be completed in FY 2026.

Responsible Parties: Mitch Barloga

Deliverables: Updated Greenways + Blueways map, trail user counts, TrOD plan documents, Elevated Trail plan documents, USBR placards.

500.2 | Transit Planning

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

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

Timeline: Ongoing

Responsible Parties: Stephen Hughes, Planner

Deliverables: FTA Funding Split letters between the RTA and NIRPC and between local transit operators. Human Services Coordinated Transit Plan Update. Transit performance measures.

600A | Special Planning Activities

600A Special Planning Activities

Salaries and Overhead				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$20,552	\$48,003	\$73,288	\$141,842
Non-Federal	\$5,138	\$12,001	\$18,322	\$35,460
Total	\$25,690	\$60,003	\$91,609	\$177,302

Contractual and Salaries*- Road Safety Audits				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
HSIP	\$66,081	\$0		\$0
HSIP - Sec. 164			\$77,500	\$155,000
Non-Federal	\$16,520	\$0	\$0	\$0
Total	\$82,601	\$0	\$77,500	\$160,101

*FY 2024: \$77,500 contractual / \$19,375 salaries and overhead

Contractual - LPA Planning Assistance / Special Plans				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$0	\$62,851	\$0	\$251,403
Non-Federal	\$0	\$251,403	\$0	\$62,851
Total	\$0	\$314,253	\$0	\$314,253

600A.1 | Marquette Greenway

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

Timeline: Continued from FY 2025: Construction of New Buffalo, MI and Michigan City segments to be completed, engineering of Gary and Portage segments to be completed by end of FY 26.

Responsible Parties: Mitch Barloga, Charles Bradsky, Consultant

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

County, MI.

600A.2 | Road Safety Audits

Description: Conduct Road Safety Audits (RSAs) in partnership with Northwest Indiana LPAs. NIRPC will contract with a with a qualified consultant to conduct multiple RSAs for its member municipalities. NIRPC will manage the contract and the project on behalf of its members. The project will include office meetings and field visits with municipal representatives and NIRPC staff and the development of a final report that includes RSA documents for multiple locations throughout Lake, Porter, and La Porte counties in Indiana. The project will be completed in two phases over two years. Each phase shall include meetings, field work, and the development of a final RSA report. The budget for the contract is \$77,500 for each year for a total contract of \$155,000. The project is funded with federal Highway Safety Improvement Program funds.

Timeline: Continued from FY 2025; Road safety audits to be completed first quarter of FY2026 and initial contract closed out; Procurement of a consultant for additional rounds of RSAs to take place in the third quarter of FY 26 with RSAs expected to commence by the end of FY 26.

Responsible Parties: Charles Bradsky, Scott Weber, Consultant.

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

600A.3 | LPA Planning Assistance/Special Plans

Description: NIRPC will hold a call for local planning projects that implement the goals, objectives, and strategies of *NWI 2050+*. Projects could include corridor plans, complete streets plans, or other plans that integrate transportation with land use, environment, economic development etc. NIRPC staff will manage the selection of projects, procurement of consultants, and management of the project.

Timeline: All projects are expected to commence and conclude in FY 26.

Responsible Parties: NIRPC staff and consultants

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

600B | Congestion Mitigation and Air Quality

Contractual, Supplies, and Equipment				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
CMAQ Flex	\$0	\$96,654	\$360,000	\$456,654
Non-Federal*	\$0	\$24,164	\$90,000	\$114,164
Total	\$0	\$120,818	\$450,000	\$570,818

*Local share to be funded by partners

600B.1 | Air Quality Public Education

Description:

This multi-year air quality public education program continues to target two primary audiences for air quality education. First, media purchases, educational messaging, and promotional materials are developed, purchased, and distributed in coordination with the NWI Partners for Clean Air Steering Committee to promote a highly visible, ongoing effort to educate the residents of Lake, Porter, and La Porte counties concerning their personal transportation choices and the relationship of those choices to air quality, health, and quality of life in the Region. Second, diesel fleet operators are provided education, outreach, and technical support to reduce emissions through vehicle replacement, upgrade, repowers, retrofits, idle management, maintenance, and driver training. Partner organization Drive Clean Indiana will receive a sub-grant from NIRPC to perform most of these tasks. NIRPC will retain procurement and purchasing of promotional materials and event costs for Partners for CleanAir. NIRPC will also complete all tasks described except for the following: NIRPC will continue to procure lunch totes, lanyards, and event sponsorships for NWI Partners for Clean Air and continue to promote active transportation as an emission-friendly alternative to driving through our continuously updated Greenways and Blueways Bike Maps and new phone application. NIRPC will provide oversight of the Drive Clean Indiana sub-grant with MPO Planning Administration funds.

The program will continue to work with public officials, public and private diesel fleet owners and operators, private sector decision-makers, universities, educators, students, the media, and the general public on the air quality issues in the Region. In addition to educating for driving behavior changes, the program will promote environmental stewardship, foster intergenerational leadership and improve air quality and community health by encouraging the use of public transit and active transportation. 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.

Media, Marketing, and Website - Drive Clean Indiana

One major change to the program will be returning to the *It All Adds Up to Cleaner Air NWI* messaging used in the past. The new *It All Adds Up to Cleaner Air NWI* program will focus its education and outreach effort on the coordination/leverage of area resources and efforts to raise awareness of the importance of air quality forecasts, provide education on the effects of pollutants, including ozone and particulate matter and encourage voluntary actions to reduce air pollution from transportation sources and promote moving toward cleaner air. In addition, a new website will be created to reflect this new brand and message.

Active Transportation Adds up to Cleaner Air NWI - NIRPC

NIRPC will continue to update, reprint, and promote active transportation as a healthy alternative to emission-generating vehicles through our popular Greenways and Blueways Map and new complimentary mobile application. This effort includes a biannual map update, reprint, and minor maintenance in the intervening years.

NWI Green Fleets-Multimodal - Drive Clean Indiana

Drive Clean Indiana will continue to provide hands-on technical support, fleet inventories, training workshops, funding recommendations, and education to encourage public and private fleet operators throughout NWI to help them find ways to reduce dependence on foreign oil and transition to alternative fuels through technology, vehicle replacements, and repowers, alternative fuels, idle reduction, and more.

NWI Partners for Clean Air Coordination –Drive Clean Indiana (DCI) and NIRPC

DCI will provide hands-on participation and marketing support, handling Partners for Clean Air social media and assisting with event planning. NIRPC will continue to purchase promotional items and sponsor events for this collaboration of business, industry, and public sector agencies striving to increase volunteer emission-reducing actions on Air Quality Action Days.

Timeline: Ongoing

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

Deliverables:

- Increased knowledge and perception of air quality among Northwest Indiana residents, leaders, decision-makers, and businesses.
- 75,000 Updated Bike maps printed and distributed.
- 50 diesel fleet emissions and vehicle inventories.
- Annual report of reduced fuel consumption from participating fleet vehicles in the region.
- Purchased Partners for Clean Air promotional items with clean air action tips, which may include message pens, lunch totes, water bottles, or similar items.
- Purchased advertising for Partners for Clean Air which may include radio, digital, billboards, or print media.
- Purchase promotional tire gauges, oil funnels, or other vehicle-related items for event distribution.
- 4 Targeted Fleet or Alternative Fuels Workshops including one for first responders.
- Presence at a minimum of 10 regional events.
- Increased social media metrics for *It All Adds Up to Cleaner Air NWI* and Partners for Clean Air.
- Procurement for planned air quality public survey and focus groups to update public knowledge metrics.
- Expansion of Air Quality Monitoring STEM Education Program to Partners for Clean Air.

700 | Federal Transit Administration 5307 Funds

700 FTA 5307 Funds				
Funding Source	FY 2024	FY 2025	FY 2026	TOTAL
Federal PL/5307	\$0	\$0	\$345,600	\$345,600
Non-Federal	\$0	\$0	\$86,400	\$86,400
Total	\$0	\$0	\$432,000	\$432,000

700.1 | Sub-grantee Oversight

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

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

Timeline: Ongoing

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

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

900 | General Management

900.1 | General management of NIRPC, office + staff

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

General accounting system:

The Commission is audited annually by the Indiana State Board of Accounts in accordance with Government Auditing Standards and OMB Circular A-133 and budgets on a calendar year basis as 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 reimbursement methods, including cost reimbursement and electronic funds transfers. The Commission strives to maintain a high level of consistency in its accounting procedures.

Cost allocation policies

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

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

Components of the cost allocation plan

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

Fringe Benefits

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

- Vacation leave
- Personal/sick leave
- Holiday leave

- Jury, other, military, and funeral leave

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

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

Indirect costs

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

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

Timeline: Ongoing and permanent

Responsible Parties: Ty Warner and Northwestern Indiana Regional Planning Commission

Other Significant Regional Planning Activities

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

Gary Public Transportation Corporation

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

Northern Indiana Commuter Transportation District

NICTD is updating its Strategic Plan. Its prior 20-year strategic plan included major milestones like completion of Double Track, West Lake, and the South Bend realignment. Additional details to be inserted later.

DRAFT

CY 2026 Cost Allocation Plan Approval Letter



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N758-TP
Indianapolis, Indiana 46204

PHONE: (317) 232-5485

Mike Braun, Governor
Kent Abernathy, Commissioner

February 18, 2025

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

Dear Mr. Warner,

INDOT has reviewed the CY 2026 Cost Allocation Plan presented by NIRPC MPO for the period of January 1, 2026 through December 31, 2026.

In accordance 2 CFR 200.331, the Indiana Department of Transportation (INDOT), acting as the pass-through entity for the Federal Highway Administration (FHWA) approved the following indirect and fringe rates which will be monitored with respect to your Unified Planning Work Program Grant. Please include a copy of this letter in your UPWP for future reference. Should the indirect rates change during the CY 2026 grant period, please provide the revised information for re-approval and inclusion of the new rate letter as modification/inclusion in your UPWP Appendix. The approved rates are as follows:

Fringe	91.00%
Indirect	93.00%

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

Sincerely,


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

CC: E. Tait
K. Carmany-George
T. Jones
R. Nunnally
J. Mitchell
File

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FY 2026 Transportation Planning Process Certification Letter

TRANSPORTATION PLANNING PROCESS CERTIFICATION – Fiscal Year 2026

In accordance with 23 CFR 450.336, the Indiana Department of Transportation and the Northwestern Indiana Regional Planning Commission Metropolitan Planning Organization for the Northwestern Regional Indiana Urbanized Area hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR part 450.300;
2. Sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of the FAST ACT (Pub. L 114-357) and 49 CFR part 28 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
6. 23 C.F.R. part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37 and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

**Northwestern Indiana Regional
Planning Commission MPO**



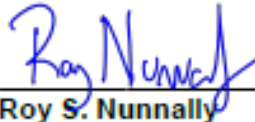
Ty Warner

**Executive Director
Title**

February 13, 2025

Date

Indiana Department of Transportation



Roy S. Nunnally

**Director, INDOT
Technical Planning & Programming
Title**

2/17/2025

Date

FY 2026 UPWP Adoption Resolution

To be inserted upon adoption

DRAFT