

RESOLUTION 19-14

**A RESOLUTION OF THE NORTHWESTERN INDIANA
REGIONAL PLANNING COMMISSION TO ADOPT AMENDMENT #2 FOR THE
FY 2019-2020 UNIFIED PLANNING WORK PROGRAM FOR
LAKE, PORTER, AND LAPORTE COUNTIES, INDIANA**

April 18, 2019

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

WHEREAS, the preparation of a UPWP is a necessary and required part of the metropolitan area transportation planning process as specified in 23 CFR 450.308; and by its State statutory authority, the Commission is charged with regional planning responsibility for the environment, economic development, and transportation; and

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

WHEREAS, this UPWP Amendment #2 was developed through a participatory process as prescribed in the Commission's 2014 Public Participation Plan; and

WHEREAS, the Technical Planning Committee (TPC) has recommended that the Commission approve the UPWP Amendment #2; and

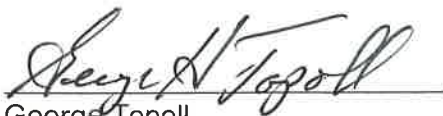
NOW, THEREFORE, BE IT RESOLVED that the Northwestern Indiana Regional Planning Commission hereby adopts the FY 2019-2020 UPWP Amendment #2 and the Commission is authorized to enter into such agreements and contracts as may be required with the funding and administrative agencies for the execution of this UPWP.

Duly adopted by the Northwestern Indiana Regional Planning Commission this eighteenth day of April 2019.



Diane Noll
Chairperson

ATTEST:



George Topoll
Secretary

2020

	UPWP section	Staff cost	Consultant / partner cost	Direct cost	Total task cost	Federal share	NIRPC share	Non-NIRPC share	Transportation										Environment			Communication		Finance			Administration			ED								
									Trey Wadsworth	Gabrielle Biciunas	Charles Bradsky	Mitch Barloga	Eman Ibrahim	Peter Kimball	Vacant	Scott Weber	James Winters	Interns	Interns	Interns	Kathy Luther	Joe Exl	Env. Educator/ Coordinator	John Smith	Dominique Edwards	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stilwell	Mary Thorne	Carolyn Brown	Candice Eklund	Ty Warner			
Administration and public participation																																						
Planning management + administration	20-100.1	237,730	-	60,000	297,730	238,184	59,546	-	1460	0	0	0	0	0	0	0	0	0	0	0	0	0	0	328	0	0	0	0	0	0	82	131	0	25	0			
Public participation + communication tools	20-100.2	115,150	-	-	115,150	92,120	23,030	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	328	1122	0	0	0	0	82	131	0	82	0		
Title VI program management	20-100.3	8,052	-	-	8,052	6,442	1,610	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	123	0	0	0	0	0	0	0	0	0		
Environmental Justice program management	20-100.4	8,052	-	-	8,052	6,442	1,610	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	123	0	0	0	0	0	0	0	0	0		
ADA program management	20-100.5	44,416	-	-	44,416	35,533	8,883	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	164	0	0	0	0	0	0	0		
UPWP development and management	20-100.6	38,573	-	-	38,573	30,858	7,715	-	164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	107	0	0	0	0	0	
Total costs for task group		451,973	-	60,000	511,973	409,578	102,395	-																														
Data collection + analysis																																						
Transportation data collection	20-200.1	96,524	-	-	96,524	77,219	19,305	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Planning data analysis + forecasts	20-200.2	30,568	-	-	30,568	24,454	6,114	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
GIS support services	20-200.3	76,073	-	-	76,073	60,858	15,215	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Performance-based planning activities	20-200.4	23,145	-	-	23,145	18,516	4,629	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Congestion management	20-200.5	23,145	-	-	23,145	18,516	4,629	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Travel demand modeling	20-200.6	23,145	-	-	23,145	18,516	4,629	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Air quality conformity	20-200.7	15,430	-	-	15,430	12,344	3,086	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total costs for task group		288,029	-	-	288,029	230,423	57,606	-																														
Short-range planning																																						
TIP development	20-300.1	16,725	-	-	16,725	13,380	3,345	-	0	0	164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TIP management	20-300.2	179,843	-	-	179,843	143,874	35,969	-	0	0	1460	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	164	0
Environmental red flag investigations	20-300.3	8,580	-	-	8,580	6,864	1,716	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33	0
Total costs for task group		205,148	-	-	205,148	164,119	41,030	-																														
Long-range planning																																						
NWI 2050 Plan strategies implementation	20-400.2	259,119	-	-	259,119	207,296	51,824	-	0	1476	0	0	1312	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Regional land use planning	20-400.3	37,997	-	-	37,997	30,397	7,599	-	0	0	0	0	328	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	66	0	0	
Surface transportation planning	20-400.4	78,309	-	-	78,309	62,647	15,662	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Environmental linkages planning	20-400.5	102,812	41,475	-	144,287	115,430	20,562	8,295	0	0	16	82	0	98	0	16	16	0	0	0	230	164	640	0	0	16	0	0	0	0	0	0	0	0	0	0	49	0
Total costs for task group		478,238	41,475	-	519,713	415,770	95,648	8,295																														
Multi-modal planning																																						
Active transportation planning	20-500.1	170,049	-	-	170,049	136,039	34,010	-	0	0	0	1542	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	66	0	0	
Transit planning	20-500.2	137,274	-	-	137,274	109,819	27,455	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82	0	
Total costs for task group		307,323	-	-	307,323	245,858	61,465	-																														
Total budget for PL / 5303 + match		1,730,711	41,475	60,000	1,832,186	1,465,749	358,142	-	1624	1476	1640	1624	1640	1574	1640	1640	1624	1150	1150	1150	492	722	328	1384	107	0	164	0	0	164	582	0	435	0	0	0	0	
PL / 5303 + match per MPO Council distribution					1,832,186	1,465,749	366,437		^ # of staff time billed to PL + 5303 across all metropolitan planning activities ^																													
Unprogrammed PL / 5303 + needed match to program PL / 5303					0	0	0																															
Special planning activities																																						
No activities	20-600.1	-	-	-	-	-	-	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total budget + match		-	-	-	-	-	-	-																														
5307 FTA activities + tasks																																						
Sub-grantees oversight	20-700.1	351,279	-	74,000	425,279	340,223	85,056	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82	0	
Total budget for 5307 + match		351,279	-	74,000	425,279	340,223	85,056	-																														
TIP funded activities																																						
		Staff cost	Cntrct	Direct	Other direct																																	
Air quality + education (FY2019 CMAQ)	20-800.1	-	360,000	-	450,000	360,000	7,060	82,940	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
E-TIP (FY 2019 STBG)	20-800.2	-	45,000	-	45,000	36,000	9,000	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
NWI transit plan (5307 pending award/match)	20-800.3	-	625,000	-	625,000	500,000	-	125,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total budget for CMAQ or STP + match		-	1,030,000	-	1,120,000	896,000	16,060	207,940																														
NIRPC local cost																																						
		Staff cost																																				
NIRPC local cost		37,083	-	43,500	80,583	-	80,583	-	16	164	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82	
Kabelin Drain		13,905	-	-	13,905				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Calumet Land Conservation Partnership		54,002	-	-	54,002				0	0																												

**2019
2020**
Amendment #2











Unified Planning Work Program

The NWI 2050 Plan guides NIRPC's planning activities and identified four planning focus areas to implement the four visions for NWI: a connected, renewed, united, and vibrant NWI. These include, the environment, economy + place, people + leaders and mobility. Throughout this UPWP each task will be identified by the icons below for which planning focus area the task contributes to. Additionally, below, are the sixteen identified critical paths to achieve the visions of the NWI 2050 Plan.



NWI 2050 vision statements

Critical paths to achieving NWI's 2050 vision	 Connected NWI / <i>NWI's people have accessible, safe, and equal opportunities for working, playing, living and learning.</i>	 Renewed NWI / <i>NWI's urban and rural centers are places people want to come to and live in, and our environment is safe and healthy.</i>	 United NWI / <i>NWI's diversity is celebrated, and we work together as a community across racial, ethnic, political and cultural lines for the mutual benefit of the region.</i>	 Vibrant NWI / <i>NWI's economy is thriving, our people are well educated, growth is planned, and natural and agricultural areas are valued and protected.</i>
 Economy + Place / <i>Focusing on NWI's economy and quality of place</i>	Update land development policies and strategies to emphasize accessibility between people and opportunities.	Maximize growth in existing centers to enhance civic and economic life and to protect natural areas and farmland.	Collaborate regionally to welcome a diversity of people and talent to achieve mixed and balanced growth.	Promote initiatives and policies to ensure healthy living, sustainability, quality of life, and prosperity.
 Environment / <i>Focusing on NWI's environmental quality</i>	Connect fragmented natural areas and integrate links between people and green spaces to increase resiliency and health outcomes.	Clean and protect the air, land, water, and natural habitats to sustain and enhance the environment's safety and health for all.	Build region-wide coalitions to advance environmental sustainability for the benefit of future generations.	Endorse innovative energy and environmental strategies to achieve a balance that protects diverse and unique ecological treasures while fostering a sustainable economy.
 Mobility / <i>Focusing on NWI's transportation choices</i>	Complete roadway, bicycle, sidewalk, and transit networks across municipal and county lines to enhance safe and efficient access to opportunities for all.	Improve roadway, bicycle, sidewalk, and transit networks to revitalize existing urban and rural centers and enhance equity.	Prioritize transformative investments to elevate the position of the region and to attract a diversity of residents and high-quality economic opportunities.	Adopt technological innovation that enhances the safe and fluid movement of people and goods to enable a flourishing economy.
 People + Leaders / <i>Focusing on NWI's people and community leaders</i>	Commit to removing barriers and obstacles to guarantee equal and accessible opportunities.	Focus educational and workforce development initiatives on expanding skills that the modern economy requires.	Foster better communications, cooperation and coordination to bring people together across the lines that divide us.	Embrace a dynamic, diversified and sustainable economy that attracts and retains talent, enhances quality of life, and increases personal and household income.

NWI 2050 plan focus areas

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UPWP budget

2019

Loaded individual cost on grants >
 Staff time assigned to USDOT federal grants >
 Staff time assigned to non-USDOT federal grants >
 Staff time assigned to NIRPC share >
 Staff time allocated >

Transportation	Environment										Communication				Finance				Administration				KRC	ED			
Trey Wadsworth	Mitch Barfoga	Gabrielle Biclunas	Charles Bradsby	Eman Ibrahim	Terrell Waddell	Scott Weber	James Winters	Reg. Planner	GIS Planner	Graduate intern	Undergrad intern	Kathy Luther	Joe Exl	Rachel Veronesi	John Smith	Dominique Edwards	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stilwell	Mary Thorne	Carolyn Brown	Admin Asst	Jody Melton	Ty Warner
100%	100%	100%	100%	100%	100%	90%	100%	100%	100%	100%	100%	59%	30%	100%	50%	100%	20%	0%	100%	33%	85%	20%	80%	0%	65%	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	21%	70%	0%	0%	0%	0%	0%	0%	2%	0%	0%	0%	0%	35%	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	5%
0%	0%	0%	0%	0%	0%	10%	0%	0%	0%	0%	0%	20%	0%	0%	50%	0%	80%	100%	0%	65%	15%	80%	20%	100%	0%	0%	95%

UPWP section	Staff cost	Consultant / partner / intern cost	Equipment / license / other cost	Total task cost	Federal share	NIRPC share	Non-NIRPC share / in-kind value	Trey Wadsworth	Mitch Barfoga	Gabrielle Biclunas	Charles Bradsby	Eman Ibrahim	Terrell Waddell	Scott Weber	James Winters	Reg. Planner	GIS Planner	Graduate intern	Undergrad intern	Kathy Luther	Joe Exl	Rachel Veronesi	John Smith	Dominique Edwards	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stilwell	Mary Thorne	Carolyn Brown	Admin Asst	Jody Melton	Ty Warner	
Administration and public participation																																				
Planning management + administration	100.1	222,280	-	262,280	209,824	52,456	-	918	-	-	-	-	-	-	-	-	-	-	-	574	-	-	-	-	164	-	-	-	-	164	328	-	-	-	-	
Public participation + communication tools	100.2	157,585	-	157,585	126,068	31,517	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	738	1,394	-	-	-	-	-	-	164	82	-	-	-	-	
Title VI program management	100.3	5,185	-	5,185	4,148	1,037	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82	-	-	-	-	-	-	-	-	-	-	-	
Environmental Justice program management	100.4	5,185	-	5,185	4,148	1,037	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82	-	-	-	-	-	-	-	-	-	-	-	
ADA program management	100.5	13,371	-	13,371	10,697	2,674	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82	-	82	-	-	-	-	-	-	-	-	-	
UPWP development and management	100.6	45,468	-	45,468	36,374	9,094	-	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	164	-	-	-	-	-	164	-	-	-	-	
Total costs for task group		449,073	-	489,073	391,259	97,815	-																													
Data collection + analysis																																				
Transportation data collection	200.1	125,851	-	125,851	100,681	25,170	-	-	-	-	-	-	1,640	82	-	164	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Planning data analysis + forecasts	200.2	80,346	-	80,346	64,277	16,069	-	-	-	-	-	-	-	82	-	984	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GIS support services	200.3	92,003	-	92,003	73,602	18,401	-	-	-	-	-	-	-	-	-	82	1,312	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Performance-based planning activities	200.4	39,475	-	39,475	31,580	7,895	-	-	-	-	-	-	-	328	-	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Congestion management	200.5	21,829	-	21,829	17,463	4,366	-	-	-	-	-	-	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Travel demand modeling	200.6	21,829	-	21,829	17,463	4,366	-	-	-	-	-	-	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Air quality conformity	200.7	21,829	-	21,829	17,463	4,366	-	-	-	-	-	-	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total costs for task group		403,162	-	403,162	322,530	80,632	-																													
Short-range planning																																				
TIP development	300.1	80,775	-	80,775	64,620	16,155	-	-	-	-	820	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TIP management	300.2	93,434	-	93,434	74,747	18,687	-	-	-	-	820	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	-	-	
Environmental red flag investigations	300.3	17,519	-	17,519	14,015	3,504	-	-	-	-	-	-	-	-	-	-	-	-	-	164	-	-	-	-	-	-	-	-	-	-	-	-	82	-	-	
Total costs for task group		191,728	-	191,728	153,382	38,346	-																													
Long-range planning																																				
2050 CRP development	400.1	268,315	-	268,315	214,652	53,663	-	410	-	984	-	820	-	-	-	-	-	1,640	1,640	328	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CRP implementation	400.2	49,432	-	49,432	39,546	9,886	-	-	-	492	-	164	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Environmental linkages planning	400.3	25,958	-	25,958	20,767	5,192	-	-	-	-	-	-	-	-	-	-	-	-	-	-	164	-	-	-	-	-	-	-	-	-	-	-	-	246	-	-
Regional land use planning	400.4	69,574	-	69,574	55,659	13,915	-	-	-	164	-	492	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	164	-	-	-	-	
Surface transportation planning	400.5	53,692	-	53,692	42,953	10,738	-	-	-	-	-	-	-	246	-	246	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	328	-	-	-	
Total costs for task group		466,971	-	466,971	373,577	93,394	-																													
Multi-modal planning																																				
Active transportation planning	500.1	179,943	-	179,943	143,955	35,989	-	-	1,640	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	246	-	-	-	
Transit planning	500.2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total costs for task group		179,943	-	179,943	143,955	35,989	-																													
Total budget for PL / 5303 + match		1,690,877	-	1,730,877	1,384,702	346,175	-	1,492	1,640	1,640	1,640	1,476	1,640	1,476	-	1,640	1,640	1,640	1,640	902	492	-	738	1,640	328	-	82	-	-	328	1,312	-	574	-	-	
PL / 5303 + match available per MPO Council distribution				1,731,691	1,385,353	346,338																														
Unprogrammed PL / 5303 + needed match to program PL / 5303				814	651	163																														

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

2019-2020 Unified Planning Work Program amendment #2

2020

UPWP section	Staff cost	Consultant / partner cost	Direct cost	Total task cost	Federal share	NIRPC share	Non-NIRPC share	Transportation										Environment			Communication		Finance			Administration			ED							
								Trey Wadsworth	Gabrielle Biciunas	Charles Bradsky	Mitch Barloga	Eman Ibrahim	Peter Kimball	Vacant	Scott Weber	James Winters	Interns	Interns	Interns	Kathy Luther	Joe Exl	Env. Educator/ Coordinator	John Smith	Dominique Edwards	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stilwell	Mary Thorne	Carolyn Brown	Candice Eklund	Ty Warner		
Administration and public participation																																				
Planning management + administration	20-100.1	237,730	-	60,000	297,730	238,184	59,546	-	1460	0	0	0	0	0	0	0	0	0	0	0	328	0	0	0	0	0	0	0	0	82	131	0	25	0		
Public participation + communication tools	20-100.2	115,150	-	-	115,150	92,120	23,030	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	328	1122	0	0	0	0	0	82	131	0	82	0		
Title VI program management	20-100.3	8,052	-	-	8,052	6,442	1,610	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	123	0	0	0	0	0	0	0	0	0	0		
Environmental Justice program management	20-100.4	8,052	-	-	8,052	6,442	1,610	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	123	0	0	0	0	0	0	0	0	0	0	0		
ADA program management	20-100.5	44,416	-	-	44,416	35,533	8,883	-	0	0	0	0	0	0	0	0	0	920	920	0	0	0	0	0	0	164	0	0	0	0	0	0	0	0		
UPWP development and management	20-100.6	38,573	-	-	38,573	30,858	7,715	-	164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	107	0	0	0	0	0		
Total costs for task group		451,973	-	60,000	511,973	409,578	102,395	-																												
Data collection + analysis																																				
Transportation data collection	20-200.1	96,524	-	-	96,524	77,219	19,305	-	0	0	0	0	0	1640	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Planning data analysis + forecasts	20-200.2	30,568	-	-	30,568	24,454	6,114	-	0	0	0	0	0	82	0	575	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
GIS support services	20-200.3	76,073	-	-	76,073	60,858	15,215	-	0	0	0	0	0	1066	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Performance-based planning activities	20-200.4	23,145	-	-	23,145	18,516	4,629	-	0	0	0	0	0	0	246	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Congestion management	20-200.5	23,145	-	-	23,145	18,516	4,629	-	0	0	0	0	0	0	246	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Travel demand modeling	20-200.6	23,145	-	-	23,145	18,516	4,629	-	0	0	0	0	0	0	246	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Air quality conformity	20-200.7	15,430	-	-	15,430	12,344	3,086	-	0	0	0	0	0	0	164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total costs for task group		288,029	-	-	288,029	230,423	57,606	-																												
Short-range planning																																				
TIP development	20-300.1	16,725	-	-	16,725	13,380	3,345	-	0	0	164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TIP management	20-300.2	179,843	-	-	179,843	143,874	35,969	-	0	0	1460	0	0	0	0	575	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	164	0
Environmental red flag investigations	20-300.3	8,580	-	-	8,580	6,864	1,716	-	0	0	0	0	0	0	0	0	0	0	82	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33	0
Total costs for task group		205,148	-	-	205,148	164,119	41,030	-																												
Long-range planning																																				
NWI 2050 Plan strategies implementation	20-400.2	259,119	-	-	259,119	207,296	51,824	-	0	1476	0	0	1312	0	0	164	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Regional land use planning	20-400.3	37,997	-	-	37,997	30,397	7,599	-	0	0	0	0	328	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	66	0	0	0	
Surface transportation planning	20-400.4	78,309	-	-	78,309	62,647	15,662	-	0	0	0	0	410	0	476	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82	0	0	0	
Environmental linkages planning	20-400.5	102,812	41,475	-	144,287	115,430	20,562	8,295	0	0	16	82	0	98	0	16	16	0	0	230	164	640	0	0	16	0	0	0	0	0	0	0	0	49	0	
Total costs for task group		478,238	41,475	-	519,713	415,770	95,648	8,295																												
Multi-modal planning																																				
Active transportation planning	20-500.1	170,049	-	-	170,049	136,039	34,010	-	0	0	0	1542	0	0	0	0	0	0	230	0	0	0	0	0	0	0	0	0	0	0	66	0	0	0	0	
Transit planning	20-500.2	137,274	-	-	137,274	109,819	27,455	-	0	0	0	0	0	0	1607	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82	0	
Total costs for task group		307,323	-	-	307,323	245,858	61,465	-																												
Total budget for PL / 5303 + match		1,730,711	41,475	60,000	1,832,186	1,465,749	358,142	-	1624	1476	1640	1624	1640	1574	1640	1640	1624	1150	1150	1150	492	722	328	1384	107	0	164	0	0	164	582	0	435	0		
PL / 5303 + match per MPO Council distribution					1,832,186	1,465,749	366,437																													
Unprogrammed PL / 5303 + needed match to program PL / 5303					0	0	0																													

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

2020

UPWP section	Staff cost	Consultant / partner cost	Direct cost	Total task cost	Federal share	NIRPC share	Non-NIRPC share	Transportation															Environment			Communication		Finance			Administration			ED
								Trey Wadsworth	Gabrielle Biciunas	Charles Bradsy	Mitch Barloga	Eman Ibrahim	Peter Kimball	Vacant	Scott Weber	James Winters	Interns	Interns	Interns	Kathy Luther	Joe Ekl	Env. Educator/ Coordinator	John Smith	Dominique Edwards	Daria Sztaba	Connie Boos	Allen Hammond	Talaya Jones	Lisa Todd	Meredith Stilwell	Mary Thorne	Carolyn Brown	Candice Eklund	Ty Warner
Special planning activities																																		
No activities	20-600.1	-	-	-	-	-	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total budget + match		-	-	-	-	-	-																											
FTA activities + tasks																																		
Sub-grantees oversight	20-700.1	351,279	-	74,000	425,279	340,223	85,056	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total budget for 5307 + match		351,279	-	74,000	425,279	340,223	85,056	-																										
TIP funded activities																																		
Air quality + education (FY2019 CMAQ)	20-800.1	-	360,000	-	450,000	360,000	7,060	82,940	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
E-TIP (FY 2019 STBG)	20-800.2	-	45,000	-	45,000	36,000	9,000	-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
NWI transit plan (5307 pending award/match)	20-800.3	-	625,000	-	625,000	500,000	-	125,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total budget for CMAQ or STP + match		-	1,030,000	-	1,120,000	896,000	16,060	207,940																										
NIRPC local cost																																		
NIRPC local cost		37,083	-	43,500	80,583	-	80,583	-	16	164	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	82	
Kabelin Drain		13,905	-	-	13,905				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Calumet Land Conservation Partnership		54,002	-	-	54,002				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Chicago Area Waterway System		64,573	-	-	64,573				0	0	0	0	0	66	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
EPA Urban Waters		2,781	-	-	2,781				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
USDA Forest Service Grant		10,429	-	-	10,429				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LaPorte Revolving Loan Fund		2,497	-	-	2,497																													
Kankakee River Basin Commission		16,370	-	-	16,370				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Shared Ethics Advisory Commission		1,016	-	-	1,016																													
Northwest Indiana Brownfields Coalition		33,142	-	-	33,142				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total budget for local funding		235,797	-	43,500	279,297	-	80,583	-																										
Total budget for all tasks		2,317,787	1,071,475	177,500	3,656,762	2,701,972	539,841	207,940																										

2020 estimated task budgets – after amendment #2

Task group name	UPWP section	Funding source	Consultant costs	Direct costs	Total task cost	Federal share	Total match req'd	NIRPC match	Non-NIRPC cash match	In-kind value	
Administration and public participation	20-100	PL/5303	\$ -	\$ 60,000	511,973	409,578	102,395	102,395	-	-	
Data collection + analysis	20-200		\$ -	\$ -	288,029	230,423	57,606	57,606	-	-	
Short-range planning	20-300		\$ -	\$ -	205,148	164,119	41,030	41,030	-	-	
Long-range planning	20-400		\$ 41,475	\$ -	519,713	415,770	103,943	95,648	8,295	-	
Multi-modal planning	20-500		\$ -	\$ -	307,323	245,858	61,465	61,465	-	-	
		PL/5303 total			1,832,186	1,465,749	366,437	358,142	8,295	-	
Special planning activities	20-600	n/a			-	-	-	-	-	-	
FTA activities + tasks	20-700	5307			425,279	340,223	85,056	85,056	-	-	
TIP funded activities	20-800.1	2019 CMAQ			450,000	360,000	90,000	8,760	71,371	9,869	Des #1801359
	20-800.2	2019 STBG			45,000	36,000	9,000	9,000	-	-	Des #1600543
	20-800.3	5307	\$ 625,000	0	625,000	500,000	125,000	-	125,000	-	Pending award / match

NIRPC requests funding for CMAQ air quality public education be obligated from our **2019 Group 1 CMAQ** allocation. These funds have already been approved for CMAQ eligibility in the June 2018 determination. In-kind match pre-approval has been submitted to INDOT and FHWA. In addition, to continue funding the e-TIP, NIRPC requested funding from our **2019 Group 2 STBG** allocation. Funds for a regional transit study are pending approval of a FTA 5307 or Flex to FTA from Group 1 funds from the Commission.

About NIRPC

Background + purpose

NIRPC, as the Metropolitan Planning Organization (MPO) for Northwestern Indiana, has the responsibility to conduct the federally required “3C” transportation planning process for Lake, LaPorte, and Porter Counties. This Unified Planning Work Program (UPWP) is a core planning document required by the United States Department of Transportation (USDOT). The UPWP is the approved work plan for the MPO staff, identifying planning tasks and activities to be conducted over the next two years.

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

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

State authority

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

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

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



NIRPC region showing county and municipal boundaries

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

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

2019-2020 Unified Planning Work Program amendment #2

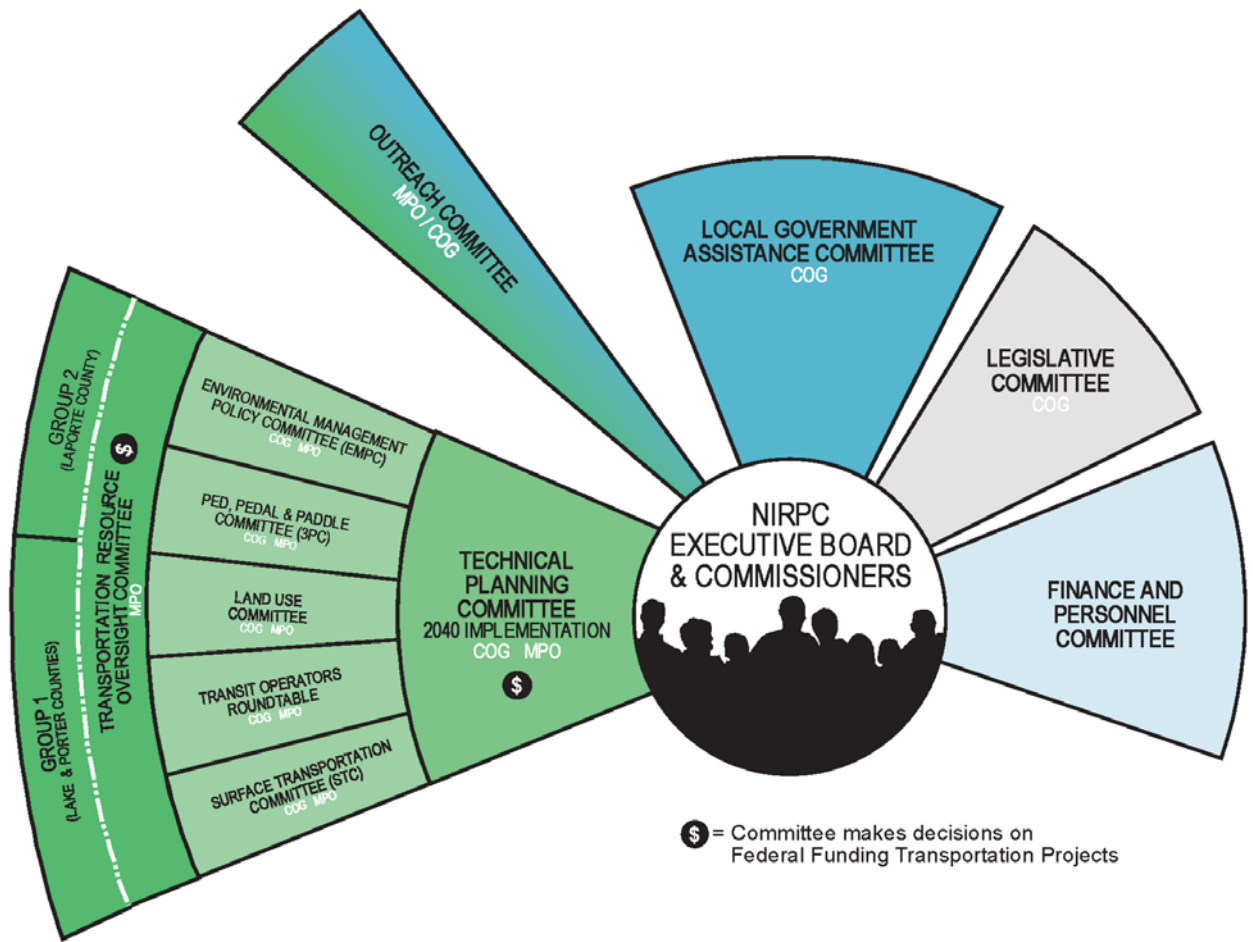
NIRPC's governing body is the Commission composed of county and municipal elected officials and one Gubernatorial appointment. The Commission's membership is established in Indiana state statute and is required to meet in full at least four times per year. A smaller Executive Board is elected by and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

Please check NIRPC.org for updates to Commission membership.

NIRPC Commission – 2019 appointments

Lake County		Porter County		LaPorte County	
Cedar Lake	Robert Carnahan	Beverly Shores	Geof Benson	County Commission	Sheila Brillson
County Commission	Kyle W. Allen, Sr.	Burns Harbor	Jane Jordan	County Council	Mike Rosenbaum
County Council	Charlie Brown	County Commission	Jim Biggs	County Surveyor	Anthony Hendricks
County Surveyor	Bill Emerson, Jr.	County Council	Jeff Larson	Kingsbury	Mark Ritter
Crown Point	Andrew Kyles	County Surveyor	Kevin Breitzke	Kingsford Heights	<i>Pending</i>
Dyer	Steven Kramer	Chesterton	James G. Ton	LaCrosse	Justin Kiel
East Chicago	Anthony Copeland	Dune Acres	Jeannette Bapst	La Porte	Mark Krentz
Gary	Karen Freeman-Wilson	Hebron	Don Ensign	Long Beach	Nick Meyer
Griffith	Rick Ryfa	Kouts	Blake Jefferson	Michiana Shores	Jean Poulard
Hammond	Thomas McDermott, Jr.	Ogden Dunes	Carolyn Saxton	Michigan City	<i>Pending</i>
Highland	Michael Griffin	Pines	<i>Pending</i>	Pottawattomie Park	<i>Pending</i>
Hobart	Brian Snedecor	Portage	John Cannon	Trail Creek	Joshleen Denham
Lake Station	Christopher Anderson	Porter	Greg Stinson	Wanatah	Diane Noll
Lowell	Will Farrellbegg	Porter Township	Edward Morales	Westville	Thomas Fath
Merrillville	Richard Hardaway	Union Township	George Topoll		
Munster	Dave Shafer	Valparaiso	Matt Murphy		
New Chicago	Lori Collmar				
St. John	Christian Jorgensen			Governor's Appointment	Rep. Ed Soliday
Schererville	Tom Schmitt				
Schneider	Jack Jeralds				
Whiting	Joseph Stahura				
Winfield	David Anderson				

NIRPC committees



\$ = Committee makes decisions on Federal Funding Transportation Projects



MPO functions:

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

COG functions:

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

2019-2020 Unified Planning Work Program amendment #2

NIRPC staff organization and functions

Executive Director:

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

Administration team:

- Human resources
- Office management
- Administrative support

Communication team:

- Public participation
- Graphics and documents

Environment team:

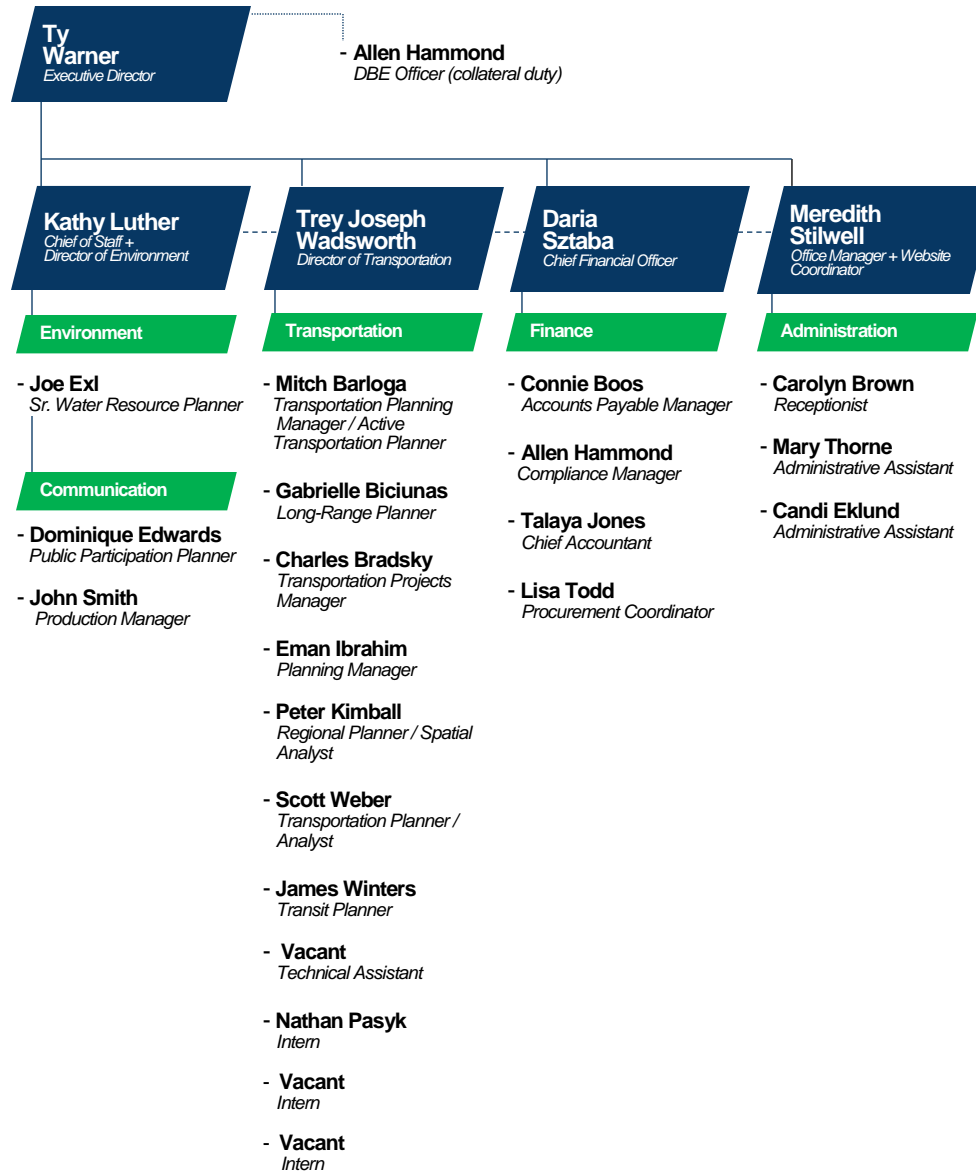
- Air quality
 - Public education / outreach
 - Permitting evaluation
 - Alternative fuels
- Watershed quality
 - Regional watershed planning
 - Water usage
 - Storm water public education
 - Great Lake Watershed Academy
- Natural resources
 - Chicago Wilderness
 - Purdue Planning with Power
- Environmental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

Finance team:

- Finance and accounting
- Transit sub-grantee oversight

Transportation team:

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



About the UPWP

Required elements

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

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

FHWA + FTA planning emphasis areas

NIRPC also focuses on National Planning Emphasis Areas (PEAs) put forth periodically by USDOT. The PEAs help with the implementation of the FAST Act. On February 8, 2018, PEAs were issued for FY 2019 and again on January 29, 2019 for 2020. The following is a summary:

- **2019**
 - Continue efforts on implementing the FAST Act and Title VI program; coordinate and document how INDOT and MPOs develop and share information related to transportation performance data; selection of targets; the reporting and progress of targets; and collection of data for asset management systems; ensure public participation plan includes public ports and providers of transportation; ensure Coordinated Human Service Public Transportation Plans are updated; and Transit Asset Management Plans are due October 1, 2018.
 - **2020**
 - Development of a transit bus stop inventory in support of the statewide Americans with Disabilities Act (ADA) program, and the development of a Mobility Management Network in partnership with INDOT and other state agencies

Ten national transportation planning factors:

(1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;

(2) Increase the safety of the transportation system for motorized and non-motorized users;

(3) Increase the security of the transportation system for motorized and non-motorized users;

(4) Increase accessibility and mobility of people and freight;

(5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;

(6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

(7) Promote efficient system management and operation;

(8) Emphasize the preservation of the existing transportation system;

(9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and

(10) Enhance travel and tourism.

Metropolitan planning activities and tasks

100 | Administration + public participation

Program #: 19-100

2019 budget (as originally programmed):

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

Program #: 20-100

2020 budget:

Federal (PL)	\$409,578
Local match	\$102,395
Total	\$511,973

Tasks (major deliverables *italicized*):

- Planning management and administration
- Public participation and communication tools
 - *2019 Public Participation Plan*
- Title VI program management
- Environmental Justice program management
- ADA program management
 - *ADA bus stop inventories*
- Unified Planning Work Program development and management
 - *2021-2022 Unified Planning Work Program*

100.1 | Planning management + administration

Task objective:

Effective management of NIRPC team and resources to achieve high-quality and impactful outcomes from MPO functions. Efficient administration of NIRPC grants and contracts, and support of all Commission and topical committees. Ensure that environmental concerns and protections are fully integrated into transportation planning as early as possible to improve both project delivery and environmental quality in the region. Ensure that overall agency outreach and communication is integrated with the public participation requirements of the MPO.

Task description:

Elements:

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

Activities:

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

Public outreach:

Coordinated implementation of MPO functions with the public, partners, stakeholders, state, federal, regional, and local agencies. Provide leadership level oversight of the NIRPC Outreach Committee.

Data collection/analysis: not applicable.

Task deliverables:

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

- **Task lead**
Trey Wadsworth
- **Task contributors**
Kathy Luther, Mary Thome, Meredith Stilwell, and Candi Eklund
- **Topical committee**
All committees and Commission
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
 - Management of staff performing UPWP tasks and projects
 - Management of planning processes.
 - Response to MPO recertification review, development of 60-day Action Plan, and implementation thereof.
 - Quarterly PL and CMAQ Program Reports and Billings
 - Annual PL and CMAQ Completion Reports.
 - Commission and Committee meetings staffed
 - Participation in meetings of coordinating partners



- **Task lead**
Dominique Edwards
- **Task contributors**
Mary Thorne, John Smith, Candi Eklund, and Meredith Stilwell
- **Topical committee**
Outreach Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
*Attended National Transit Institute training “Public Involvement in Transportation Decision-making.”
Continued public participation and adherence to the Public Participation Plan:*
 - *Website updates*
 - *New page creation*
 - *Posting of meeting dates*
 - *Posting of comment periods*
 - *Share NIRPC content w/ social media followers*
 - *Activation of the Outreach Committee*
 - *60-Day Action Plan for better public participation*



100.2 | Public participation + communication tools

Task objective:

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

Task description:

Elements:

Implement the updated Public Participation Plan, which is anticipated to be approved at the August 2019 Commission meeting. Execute communication strategies associated with all planning activities, including the coordination of public participation programs with state and federal entities. Ensure that contact lists are up to date and a list of accessible meeting locations is maintained. Ensure that the provision of alternative formats is made available when requested.

Activities:

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

Public outreach:

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

Data collection/analysis:

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

Task deliverables:

Updated Public Participation Plan and consistent implementation thereof.

100.3 | Title VI program management

Task objective:

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

Task description:

Elements:

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

Activities:

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

Public outreach:

Engage stakeholders via workshops, webinars, website and social media content in regard to NIRPC's Title VI program. Provide assistance and support to regional Title VI Coordinators. Provide additional training and support to NIRPC Title VI Coordinator to better understand duties and responsibilities for Title VI.

Data collection/analysis:

Continue to monitor that all LPAs have Title VI implementation plans in effect. Monitor NIRPC's outreach activities in Title VI protected communities.

Task deliverables:

Technical assistance to LPAs and robust public outreach.



- **Task lead**
Dominique Edwards
- **Task contributors**
Not applicable
- **Topical committee**
Not applicable.
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
LPA compliance with Title VI.



- **Task lead**
Dominique Edwards
- **Task contributors**
None
- **Topical committee**
Not applicable
- **Task status**
New specifically highlight task, but activities have occurred in the past, and now intended to be ongoing and permanent.
- **Prior task accomplishments**
Attended National Transit Institute training "Introduction to Environmental Justice." Completed analysis for NWI 2050 Plan and 2020-2024 Transportation Improvement Program.



100.4 | Environmental Justice program management

Task objective:

NIRPC, as the MPO for Northwestern Indiana, is charged with evaluating our plans and programs for environmental justice sensitivity and to continuously expand outreach efforts to low-income, minority, and other potentially disadvantaged populations.

Task description:

Elements:

Continue to identify environmental justice communities through analysis and expand outreach efforts to disadvantaged populations. *Activities:*

Public outreach:

Engage stakeholders via workshops, webinars, website, and social media content in regard to NIRPC's Environmental Justice program. Provide support to regional stakeholders and engage disadvantaged groups that are traditionally removed from the transportation planning process. *Data collection/analysis:*

Task deliverables:

Increased inclusion of Environmental Justice communities in the transportation planning process in Northwestern Indiana.

100.5 | Americans with Disabilities Act program management

Task objective:

Ensure all Local Public Agencies (LPA) in our region that are required to have transition plans are in compliance with the Americans with Disabilities Act. Collect an inventory of all bus stops indicating whether or not they are accessible.

Task description:

Elements:

ADA transition plans:

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

Bus stop accessibility inventory:

- Phase 1 - Create, verify and/or improve bus stop inventories by December 2019.
- Phase 2 will include to complete prioritization schedules by December 2020.

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

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

Data collection/analysis:

Bus stop locations and description of the nature of barriers to be included in LPA's updated ADA Transition Plan's on their website.

Task deliverables:

Updated LPA Transition Plans as required by new information collected through the bus stop inventories. Information will be shared with INDOT.



- **Task lead**
Allen Hammond
- **Task contributors**
Interns
- **Topical committee**
Transit Operators Roundtable for Bus Stop Inventory task
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
NIRPC technical assistance to LPAs to achieve compliance with ADA transition planning requirements.



2019-2020 Unified Planning Work Program amendment #2

- **Task lead**
Trey Wadsworth
- **Task contributors**
Mary Thorne and
Daria Sztaba
- **Topical committee**
Technical Planning Committee and
Commission
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Production, management and
amendments of the 2019-2020 UPWP.
UPWP continued to respond to the
recommendations of the federal
certification review. Amendment #1 to
2019-2020 UPWP submitted to
INDOT/USDOT for approval.



100.6 | UPWP development and management

Task objective:

Develop and manage the UPWP and its amendments. The UPWP includes planning activities to implement the 2040 Comprehensive Regional Plan and NWI 2050 Plan (anticipated to be adopted by the Commission in May 2019), applicable laws, and regulations to support the federally required 3C transportation process for MPOs as outlined in metropolitan planning regulations.

Task description:

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

Activities: Identification of planning tasks and activities that assist in the implementation of the NWI 2050 Plan.

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

Data collection/analysis: Financial information to support the budgets contained herein.

Task deliverables:

Final 2021-2022 UPWP approved by federal partners before the start of FY 2019 and an annual completion report due to federal partners 90 days after the close of each program year. Amendments to UPWP as necessary.

200 | Data collection + analysis

Program #: 19-200

2019 budget (as originally programmed):

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

Program #: 20-200

2020 budget:

Federal (PL)	\$230,423
Local match	\$57,606
Total	\$288,029

Tasks (major deliverables *italicized*):

- Transportation data collection
- Planning data analysis + forecasts
- GIS support services
- Performance-based planning activities
 - *Annual performance dashboard*
- Congestion management
 - *2019 Congestion Management Plan*
- Travel demand modeling
- Air quality conformity

- **Task lead**
Terrell Waddell
- **Task contributors**
None
- **Topical committee**
Ped, Pedal, and Paddle Committee, Surface Transportation Committee, and Transit Operators Roundtable
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
 - Crash data collection
 - Traffic count data collection
 - Travel time data collection
 - Transit data collection
 - Bicycle and pedestrian count data collection
 - Household Travel Survey



200.1 | Planning data collection

Task objective:

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

Task description:

Elements:

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

Activities: Emphasis will be placed on identifying all the data needed for collection by NIRPC in order to support transportation planning processes and decision making, especially in light of requirements to fulfill the performance-based planning requirements of USDOT.

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

Data collection/analysis: All data identified above; no analysis is conducted under this task.

Task deliverables:

Data sets are collected in time for use by planners responsible for analysis. Completion of traffic counts requested by INDOT on a spring and fall cycle.

200.2 | Planning data analysis + forecasts

Task objective:

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

Task description:

Elements: Management of all data that supports the planning activities by NIRPC. Data analysis as needed to inform recommendations contained within NIRPC plans, to support the performance-based planning system, and for decision-makers to consider in NIRPC committees or externally. Compile, edit, and update 5 years of crash data from ARIES based upon a severity index (as used with 2020-2024 NOFA application map). Geocodes will be checked with written address and map will be published online. Provide access to basic regional maps in a user-friendly interface through ArcOnline (Transit Map, Municipality Boundary Map, UZA Map, Eligible Roadway Map). Update the regional snapshot data along with the municipality data available on the website with the 2020 U.S. Census Bureau numbers.

Activities: Identify data analysis and forecast cycles that best assist NIRPC planning activities, routine or unique tasks. Provide for dissemination of data analysis results to appropriate parties within NIRPC or to external parties. Downloading ARIES crash data. Checking address to geolocation and correcting police report location errors. Formatting crash data to the severity index utilized in the NOFA maps applications. Uploading heatmap to website through ESRI interface. Convert the most commonly requested maps to ArcOnline to provide those requesting data an easily accessible map collection. Download any ACS Census Data; calculating regional numbers, compiling new data within the regional snapshot data sheets.

Public outreach: coordination with LPAs and INDOT.

Data collection/analysis: not applicable.

Task deliverables:

Clear analysis framework and a data clearinghouse. An easily accessible online map showing all of the recent crash data within the region identifying areas of roadway cities may want to analyze or use to prioritize funding. Interactive web maps with regional data including: Transit, Municipality Boundaries, Trails, UZA's and eligible roadways for federal-aid, socio-economic information, and Environmental Justice. Current demographic/ information about NIRPC's region and the included municipalities.



- **Task lead**
Peter Kimball
- **Task contributors**
Scott Weber and Interns
- **Topical committee**
All committees
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Analysis and forecasts for the NWI 2050 Plan, 2020-2024 Transportation Improvement Program, and updates for the Environmental Justice program.



- **Task lead**
Peter Kimball
- **Task contributors**
None
- **Topical committee**
All committees
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
GIS spatial analysis to support all NIRPC planning activities



200.3 | GIS support services

Task objective:

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

Task description:

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

Activities:

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

Public outreach: not applicable

Data collection/analysis: not applicable

Task deliverables:

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

200.4 | Performance-based planning activities

Task objective:

Implement the performance-based planning framework from the NWI 2050 Plan, which not only incorporates the federal performance-based planning requirements but also performance measures and targets that support the critical paths to achieving the visions of the NWI 2050 Plan.

Task description:

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

Activities: Monitor the progress toward achieving the performance targets by periodically analyzing data, updating a dashboard yearly that will display progress, and communicating with the data stewards and other stakeholders about their responsibilities in cooperating with NIRPC in the performance-based planning framework.

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

Data collection/analysis: Periodically analyze the data for the performance-based planning framework from various sources.

Task deliverables:

Adopt targets by federal due dates. Annual dashboard on the performance-based planning framework showing progress toward performance targets that is displayed on the NIRPC website, via social media, and distributed to the TPC and Commission.



- **Task lead**
Scott Weber
- **Task contributors**
None
- **Topical committee**
All committees
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Adoption of all federally required targets. Completed a performance-based planning framework above and beyond what is required by federal law within the NWI 2050 Plan.



- **Task lead**
Scott Weber
- **Task contributors**
None
- **Topical committee**
Surface Transportation Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Application of the Congestion Management Process to long-range plan and TIP amendments in addition to the FY 2020-2024 TIP. Acquired newly and freely available probe-based data from the National Performance Measures Research Data Set (NPMRDS) and compiled a database for the NIRPC region from these data. Collected travel-time data via the floating car method across all three counties.



200.5 | Congestion management

Task objective:

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

Task description:

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

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

Public outreach: In launching the updated Congestion Management Process (CMP), NIRPC will open a 30-day public-comment period. NIRPC will participate in a pop-up workshop to get public feedback about the Transportation Demand Management (TDM) and Transportation Systems Management and Operations (TSM&O) options that will form a critical part of the updated CMP.

Data collection/analysis: Analyze travel time probe data already procured as part of the National Performance Management Research Data Set (NPMRDS). Analyze the travel time data already gathered via the floating car method of data collection. Explore acquiring travel time probe data for corridors not included in the scope of the NPMRDS from third-party vendors and analyze these data.

Task deliverables:

A simplified CMP will be achieved that reduces down to the six elements listed in the activities above, that will be robust enough to allow implementation and monitoring using powerful tools such as NPMRDS where available and collect travel times where NPMRDS coverage is lacking. The Surface Transportation Committee will recommend a new CMP in October 2019 after a 30-day public comment period of a draft by August 2019. The remainder of the time in this task will be spent implementing the new CMP.

200.6 | Travel demand modeling

Task objective:

Model region travel demand in Northwestern Indiana and in neighboring areas. The computationally rigorous travel demand model allows NIRPC to support planning and programming activities by identifying the need for, and impact of, plans and projects. Results of modeling help meet federal requirements of air quality conformity and assist NIRPC stakeholders in evaluating some localized travel impacts of projects.

Task description:

Elements: Model validation, socio-economic forecasts, land-use assumptions, VMT estimates, air quality impacts and customized reports for planning partners.

Activities: Use 2019 Household Travel Survey data to keep Travel Demand Model current with respect to trip generation rates. Participate with the Indiana Model Users Group (iMUG) and the Chicago Area Travel Model Users Group (CATMUG) to stay atop of best Travel Demand Modeling practices. Apply Travel Demand Model to NIRPC planning and programming activities such as Air Quality Planning, programming decision support for projects, etc.

Public outreach: not applicable.

Data collection/analysis: Data from the 2019 Household Travel Survey will inform the calibration and validation of the model. Perform the necessary post-processing for various model runs that will be more understandable for other planning activities and for the general public to understand.

Task deliverables:

Updated model validation based on the Household Travel Survey data that will be vetted by the Surface Transportation Committee, quarterly postings to social media, and if necessary, a new Travel Demand Model.



- **Task lead**
Scott Weber
- **Task contributors**
None
- **Topical committee**
Surface Transportation Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
New air quality post-processor was added to the travel demand model in the past year, NOFA projects from the 2020-2024 TIP were added to the model, and various planning partners received model support for their requests.



2019-2020 Unified Planning Work Program amendment #2

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



200.7 | Air quality conformity

Task objective:

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

Task description:

Elements: Participate with state and federal partners, specifically the Interagency Consultation Group (ICG), to evaluate air quality impacts of transportation investments. Prepare draft air quality conformity determination analysis documents showing that regionally significant non-exempt planned and programmed projects, regardless of funding source, to demonstrate air quality conformity. Communicate modeling results to partners and inform investment decisions.

Activities: Methodology for completing the elements listed above include: running the Travel Demand Model to the specifications necessary with the regionally significant non-exempt projects; running the air quality post processor; and produce the air quality conformity determination analysis document.

Data collection/analysis: data collection will come from the project sponsors for the Interagency Consultation Group on Air Quality to determine whether the project in question is regionally significant.

Public Participation: This task follows a prescribed public participation plan when conformity determinations are necessary. In those cases, there will be a 30-day public comment period after the Interagency Consultation Group on Air Quality has reviewed materials.

Task deliverables:

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

300 | Short-range planning

Program #: 19-300

2019 budget (as originally programmed):

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

Program #: 20-300

2020 budget:

Federal (PL)	\$164,119
Local match	\$41,030
Total	\$205,148

Tasks (major deliverables *italicized*):

- Transportation Improvement Program development
 - *Strategy on how to fund transformative investments in NWI*
- Transportation Improvement Program management
- Environmental mitigation planning
 - *Post-war housing inventory of NWI*

- **Task lead**
Charles Bradsky
- **Task contributors**
None
- **Topical committee**
Transportation Resources Oversight Committee, Transit Operators Roundtable, Technical Planning Committee, and Commission
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
The 2020-2024 Transportation Improvement Program was developed in alignment with the 2050 NWI Plan.



300.1 | Transportation Improvement Program development

Task objective:

Conduct a “lessons learned” exercise on the revamped programming approach for the FY2020-2024 Transportation Improvement Program (TIP). The 2020-2024 TIP instituted new programming approaches, rules, and evaluation criteria. This was a significant shift in practice from prior TIPs and the MPO needs to understand where additional improvement could be made. In addition, the new programming process needs to be reflected in the MPOs’ e-TIP database, RTIP, for future project calls.

Task description:

Activities: 1) Solicit feedback on the 2020-2024 NOFA. 2) Develop a set of improvements for the 2022-2026 TIP NOFA. Maintain a good working relationship with LPAs, transit operators, INDOT, FHWA, and FTA. 3) Work on a strategy on how to fund transformative investments in NWI that exceed the available resources in our TIP on an annual basis.

Public outreach:

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

Data collection/analysis:

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

Task deliverables:

A further refined programming process along with an electronic project call through the e-TIP platform known as RTIP. A strategy on how to fund transformative investments in NWI.

300.2 | Transportation Improvement Program management

Task objective:

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

Task description:

Activities: 1) Coordinate transportation projects within the established committee structure. 2) Maintain the 2020-2024 TIP by introducing amendments and administrative modifications with the intent on delivering a full portfolio of projects with the resources available to the NIRPC region. 3) Maintain a fiscally constrained five-year spending plan of federal funds allocated to NWI. 4) Maintain a current list of Employee in Responsible Charge (ERC) for each LPA. 5) Organize and conduct quarterly tracking meetings to assess the viability of project letting; recommend amendments as needed. 6) Employ project selection criteria, as applicable, to inform decision-makers on the merit of each proposed project. 7) Maintain a good working relationship with LPAs, transit operators, INDOT, FHWA, and FTA. 8) Publish a list of obligated projects, known as the Annual List of Obligated Projects (ALOP), no later than 90 days following the close of the fiscal year.

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

Data collection/analysis: Financial planning, fiscal constraint analysis, and air quality conformity.

Task deliverables:

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



- **Task lead**
Charles Bradsky
- **Task contributors**
Intern
- **Topical committee**
Transportation Resources Oversight Committee, Transit Operators Roundtable, Technical Planning Committee, and Commission
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
TIP amendments and modifications. Publication of the ALOP. Implementation of the e-TIP known as RTIP.
- **Special cost:**
The e-TIP, known as the RTIP, valued at \$45,000 annually, is programmed in the TIP for the management of the 2020-2024 TIP. This vendor is funded with STBG funds with match from NIRPC.



- **Task lead**
Joe Exl
- **Task contributors**
Candi Eklund
- **Topical committee**
Environmental Management Policy Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Conducted red flag investigations as needed.



300.3 | Environmental red flag investigations

Task objective:

To enhance the performance of the transportation system and transportation projects while protecting and enhancing the natural environment.

Task description:

Activities:

Early coordination with LPAs for local projects. NIRPC will send letters to LPAs informing them that a Red Flag Investigation will need to be completed following NOFA. This can either be done by NIRPC or consultant. Trigger will be DES number being assigned to a project. NIRPC will continue to review and complete Red Flag Investigations, as needed, in response to early coordination letters.

Public outreach: not applicable.

Data collection/analysis:

Continue to update and maintain the NIRPC environmental database to inform discussion and decisions on environmental impacts and priority mitigation activities. Environmental impacts to include at a minimum: water quality and stormwater impacts, wildlife mortality, habitat connectivity. Other data collected and maintained includes; wetlands, watershed priority areas, priority forest resources, prime farmland, historic structures, public open lands, and many others. Additionally, start a GIS based post-war housing identification process in light of INDOT notification of the potential historical eligibility of such homes or neighborhoods. Intern assistance may be utilized for this project to meet with Indiana Landmarks, analyze parcel level data, etc.

Task deliverables:

RFI process incorporated into pre-TIP project scoping meetings. Updated Environmental Mitigation Areas map, including an inventory of post-war housing. End product shapefile for use in red flag investigation.

400 | Long-range planning

Program #: 19-400

2019 budget (as originally programmed):

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

Program #: 20-400

2020 budget:

Federal (PL)	\$415,770
NIRPC match	\$103,943
Non-NIRPC cash match	\$8,295
Total	\$519,713

Tasks (major deliverables *italicized*):

- 2050 comprehensive regional plan development
- NWI 2050 Plan implementation
 - *Connected and Automated Vehicles (CAVs) in NWI*
 - *E-commerce in NWI*
 - *Public health and transportation or health equity and transportation*
 - *Transit Oriented Development (TOD) plan*
 - *Update of the Sensible Tools Handbook*
- Regional land use planning
- Surface transportation planning
 - *Designation of Critical Urban and Rural Freight Corridors*
- Environmental planning linkages
 - *Green Streets Policy recommendation*
 - *Transportation vulnerability assessment (multi-year effort)*

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- **Task lead**
Trey Wadsworth
- **Task contributors**
Mitch Barloga, Gabrielle Biciunas,
Eman Ibrahim, Scott Weber, Kathy
Luther, and Joe Exl
- **Topical committee**
All committees
- **Task status**
2019 task
- **Prior task accomplishments**
NWI 2050 Plan adopted in May 2019



400.1 | 2050 comprehensive regional plan development – 2019 task only

Task objective:

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

Task description:

Elements:

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

Public outreach:

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

Data collection/analysis:

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

Task deliverables:

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

400.2 | NWI 2050 Plan implementation

Task objective:

Study, research, plan, and implement the vision and strategies of the NWI 2050 Plan, the long-range plan for the MPO. This task focuses on making connections between transportation planning and programming, for both highway and transit, and other demonstrated needs in the region from the NWI 2050 Plan, chiefly tasks that assist in making impacts on the sixteen critical paths to achieve the four plan visions statements for NWI: Connected NWI, Renewed NWI, United NWI, and a Vibrant NWI.

Task description:

Elements:

- Connected and Automated Vehicles (CAVs) in NWI
 - To better prepare NWI for CAVs, an effort to monitor the latest in CAV technology, understand the latest data and research, will be undertaken with an emphasis of tailoring strategies to incorporate CAVs into transportation planning for the Region. Without careful monitoring and research of CAVs, the Region risks CAVs having an inefficient, inequitable, or even absent impact on the Region.
- E-commerce in NWI
 - The emergency of e-commerce is transforming the retail experience in the United States. E-commerce is closing big box retailers in suburban locations and will potentially change the landscape for how residents of NWI purchase goods. E-commerce is also changing how goods and services are being delivered to purchasers. This task will investigate the impacts of e-commerce on NWI and offer recommendations on how best to deal with the rapidly changing retail landscape on land-uses and our transportation network.
- Public health and transportation or health equity and transportation
 - Building upon the food access activities in prior UPWPs, and still included in this UPWP, the task aims to better understand the linkage between public health and transportation and implement transportation projects that will improve health outcomes in the region. Look at regional planning issues through the public health lens to help focus on active transportation, community design, and land use and transportation policies that can bring a broad range of benefits to the region, extending beyond improved access and mobility. Consider health impacts and health-promoting measures in planning and policymaking. Examine how regional and local partnerships can be leveraged to implement projects that strengthen walkable, accessible, affordable, equitable, and healthy neighborhoods. Identify high priority areas for examination and early implementation. Explore how to integrate health and transportation investments to benefit the greatest number of people. Finally, promote health equity throughout the transportation planning process.
- Transit Oriented Development (TOD)
 - To bring vitality and livability to transit station areas and transit corridors. The activities of this task will support the implementation of NWI 2050 Plan and its strategies and economic development of the Region. It supports linking transportation investments with land use decisions within the region.



- **Task lead**
Eman Ibrahim, Gabrielle Biciunas, and Scott Weber
- **Task contributors**
None
- **Topical committee**
Land Use Committee, Environmental Management and Policy Committee, and Technical Planning Committee
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Formation of the NWI Food Council. Participated on the Steering Committee for the following plans: Lake Michigan Gateway Implementation Strategy and Michigan City 421 Corridor Plan. Adoption of the Regional Corridors Study.



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- Update Sensible Tools Handbook
 - The Sensible Tools Handbook (2007) will be updated to be compatible with 2050 strategies and contemporary trends in transportation and land use. The Handbook is a best practice guide for municipal partners on land use zoning and transportation supportive policies.

Activities:

- Connected and Automated Vehicles (CAVs) in NWI
 - The task will comprise reviewing the latest literature on CAVs from researchers and practitioners, reviewing market trends and data on CAVs, reviewing the communities' and agencies' assets and preparedness for CAVs, and finding ways NIRPC can best act as a convener and facilitator for preparing communities and agencies in the Region for CAVs.
- E-commerce in NWI
 - The e-commerce in NWI task will chiefly focus upon trends in the retail environment to gain an understanding on what NWI may face in the coming years. Land use data within in NWI will be analyzed to see where e-commerce may have impacts. This analysis will be conducted with attention to our transportation network, both roadway and transit, to better understand its relationship with e-commerce.
- Public Health and Transportation or Health Equity and Transportation
 - An assessment of existing conditions will be conducted, along with research on other MPO's with health and transportation initiatives, such as Boston, San Diego, Seattle, Chicago Nashville, and Oklahoma City. Research and incorporate FHWA and DOT resources, objectives and recommendations. Analyze impacts to socioeconomic and geographic equity, with performance measures including vehicle miles traveled, travel time, and housing-transportation affordability. Explore health impact assessments as a tool for potential use in NWI. Identify health indicators related to transportation. Finally, develop solutions and strategies for consideration by the Commission and regional stakeholders.
- Transit Oriented Development (TOD)
 - Establish an on-going TOD planning effort with municipal and transit partners. The efforts will be linked with the Creating Livable Cities activities already underway. The TOD activities will be focus on the South Shore Line double tracking along the existing route, and West Lake Corridor expansion NICTD in Lake County, along major bus routes throughout the Region. The activities within the TOD efforts will seek to create livable areas of mixed use around transit stations, and enhancing the transit infrastructure investments, by reducing vehicle miles traveled on-road, emissions, energy use, and personal transportation costs, all while support economic development in and around station areas.
- Update Sensible Tools Handbook
 - Each of the strategies identified in the NWI 2050 Plan, that have a relationship to the Sensible Tools Handbook, will be incorporated into the Handbook update.

Public outreach:

- Connected and Automated Vehicles (CAVs) in NWI

- The task would gauge the interest in public involvement by sending out a survey to communities and agencies about interest in CAVs. If there is deemed sufficient interest in CAVs from the survey, staff would consider either creating a working group on CAVs or creating a standing item for the Surface Transportation Committee meetings. If there is not sufficient interest in CAVs according to the survey, NIRPC would consider holding pop-up events in a few of the large communities in the region showing a few scenarios of how CAVs may impact the Region.
- E-commerce in NWI
 - The nature of outreach and this task will be explored as the task gets underway due to the fact that there will be an early research component of the task. At this point the outreach strategy is not known without that research. However, input from LPAs and transit partners will likely be sought.
- Public health and transportation or health equity and transportation
 - Research how community engagement informs health considerations. Seek input from health care professionals, county health departments, local planners, and community members.
- Transit Oriented Development (TOD)
 - Outreach will center on communities where TOD may be appropriate. The majority of the eligible planning efforts are in areas that contain Environmental Justice communities.
- Update Sensible Tools Handbook
 - The outreach effort associated with this task will mostly be related to the workshops that are intended following the publication of the update. Staff will lead workshops to share the new information and best practices.

Data collection/analysis:

- Connected and Automated Vehicles (CAVs) in NWI
 - Data collection and analysis will initially rely heavily on literature from researchers with direct access to and contacts with automakers and companies in the business of deploying CAVs. As access to data directly from companies and the field becomes more available, NIRPC will have a greater role in directly collecting and analyzing this field data, unlikely in the time span allotted for this task. On the infrastructure side, NIRPC will engage communities and agencies on their interest via the survey mentioned above, and if receptive to sharing more infrastructure and asset data to NIRPC as it pertains to preparing for CAVs, NIRPC would explore arrangements to analyze the asset data. I would handle the analysis of communities' asset data if required.
- E-commerce in NWI
 - The data needed for this task will be data on land uses at the municipal level, travel demand around retail centers, transit ridership serving retail centers, and employment information in NWI for retail.
- Public health and transportation or health equity and transportation
 - A variety of data sources may need to be collected and exactly what will be explored in the initial stages of the task. Data may include: Health disparities and other indicators; Center for Disease Control and Prevention (CDC) data; Asthma or quality of life data; Air quality; Safety; Environmental Justice (EJ) areas

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(Status, Minority, Low Income, Senior, Disability, Veteran, Limited English); Food access; Transit – Access to transit stations, stops, etc.; Population density; Employment density; Trails, greenways, blue ways; Sidewalks and active transportation elements; Livable Centers; Walkability; Identify location of schools, parks, community centers, grocery stores, etc.; Complete Streets; Utilize FHWA's Transportation & Health Tool (THT).

- Transit Oriented Development (TOD)
 - Identify land use trends in relation to transportation and transit and produce maps to guide understanding of TOD potential, land uses, economic development, and land development within the region.
- Update Sensible Tools Handbook
 - The nature of the data needed for the handbook is not known at this point.

Task deliverables:

- Connected and Automated Vehicles (CAVs) in NWI
 - This task will deliver a brief 4-page brochure to each of the LPAs, transit agencies, and INDOT, a guide for how to anticipate, prepare for, and mitigate against any impacts by CAVs. Most importantly, understand the opportunities presented by CAVs in NWI to ensure our communities leverage the benefits.
- E-commerce in NWI
 - This task delivers a set of recommendations to NWI municipalities and transit providers on how best to anticipate e-commerce impacts, mitigate their effects, and to harness the opportunities presented by e-commerce to ensure our communities leverage the benefits.
- Public health and transportation or health equity and transportation
 - A document/report as a “conversation” starter with assessment of topic, recommendations and strategies for next steps and roles and responsibilities.
- Transit Oriented Development (TOD)
 - Task will assist local partners with appropriate land use zoning updates, and in scoping transportation projects that will be supportive of TOD for inclusion in future Transportation Improvement Programs. This may include TOD investment guidelines, project eligibility, evaluation criteria, and recommended funding allocations.

400.3 | Regional land use planning

Task objective:

Support community-based transportation and land use projects that bring vitality to downtown areas, neighborhoods, transit station areas, commercial cores, and transit corridors. The activities of this program support the implementation of NWI 2050 Plan and its strategies, and economic development considerations. It supports linking transportation investments with land use decisions within the region.

Task description:

Elements and activities:

- Creating Livable Communities (CLC) program
 - Maintain Livable and Main Centers database and continue to engage LPAs on opportunities to fund transportation improvements within those areas.
- Land use and transportation planning linkages
 - Implement strategies that link transportation and 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 Land Use Committee. Identify regionally significant transportation projects in local land use plans to include in the air quality travel-demand model. Participate in and contribute to local governments planning activities, including technical assistance as needed by designation of Transit Development District (TDD) committee established by the Regional Development Agency (RDA).

Public outreach:

- Creating Livable Communities (CLC) program
 - Outreach will center on identified communities within the CLC program. The majority of the CLC eligible projects areas are within the EJ areas and around transit stations.
- Land use and transportation planning linkages
 - Outreach is continual especially with municipal partners on their land use planning activities.
Data collection/analysis:
- Work with the GIS planner to understand land use trends and produce land use maps to guide understanding of land uses and land development within the region.

Task deliverables:

- Creating Livable Communities (CLC) program
 - This is an on-going technical assistance opportunity for LPAs and NIRPC to collaborate on.
- Land use and transportation planning linkages
 - Recommendations and directions developed by the Land Use Committee. Up to date inventory of comprehensive plans, zoning maps, land use, economic development plans, utility plans, thoroughfare plans and other documents from county, municipal, state, and federal agencies. A coordinated regional land use GIS data. Presentation, maps, and graphics for the Land Use Committee.



- **Task lead**
Eman Ibrahim
- **Task contributors**
Mary Thorne
- **Topical committee**
Land Use Committee and Technical Planning Committees
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
The first round of CLC planning grants were solicited in early 2014. Selection of the CLC awarded projects was accomplished by means of a CLC Selection Committee, which provided a number of recommendations to each grant awardee. NIRPC team administered the awarded CLC grants and monitored progress of the recipients and participated in the steering committees of all the CLC plans. Support of the Land Use Committee on existing and proposed regional plans, land use related projects and policies.



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



400.4 | Surface transportation planning

Task objective:

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

Task description:

Elements and activities:

- Corridor planning
 - Participate in INDOT's upcoming corridor plan, assist communities to advance the recommendations from NIRPC's Regional Corridors Study, and implement the corridor-based strategies identified in the 2050 long-range plan.
- Freight planning
 - Track issues and trends in freight transportation and coordinate freight planning with local, regional, and state agencies. Support the NIRPC Regional Rail Task Force on its activities to improve the at-grade crossing safety issue in NW Indiana. Designate Critical Urban and Rural Freight Corridors in NWI.
- 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 project sponsors of ITS projects about their requirements to have a system engineering analysis.
- Safety and security planning
 - Serve as a point of contact for regional safety information for both internal and external partners. Assist with the monitoring of the safety performance measures to comply with the FAST Act.

Public outreach: NIRPC staff will periodically post surface transportation content to social media. Additionally, staff will bring surface transportation content to public engagement workshops.

Data collection/analysis: More field data will be necessary to enhance this task - especially intersection-level data for key intersections (ones with safety and/or congestion issues) and for at-grade crossings, since the last field data was collected in 2012. New data collection tools for deployment in field data collection equipment will be explored.

Task deliverables:

The proposed task deliverables for this task are: a draft of the INDOT corridor plan focusing on the corridor(s) INDOT selects in the NIRPC region to display on the NIRPC website and post about on social media, monthly (or more) social media postings about surface transportation issues in NWI, system performance (reliability, congestion, and freight movement) and safety presentations to the Surface Transportation Committee, and at-grade crossing data to the Regional Rail Task Force. Designation of Critical Urban and Rural Freight Corridors in NWI.



400.5 | Environmental linkages planning

Task objective:

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

Task description:

Elements:

- Green Streets
 - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- Transportation vulnerability assessment and adaptation
 - To understand risk from climate change and extreme weather, inform and modify decision making, and enhance the performance of the transportation system while protecting and enhancing the natural environment.

Activities:

- Green Streets
 - Initial task activities will entail the assembly of case studies and data gathering to set the stage for Green Streets in NWI. The next step will be to assemble a working group on Green Streets to assist with the formulation of a policy to recommend to the Commission. The final step will be to develop guidance materials for project scoping.
- Transportation vulnerability assessment and adaptation
 - The activities associated with this task will require a multi-year effort leading to the next update of the long-range plan in four years. Following the FHWA Vulnerability Assessment & Adaptation framework, begin preparatory work to analyze the impacts of climate change and extreme weather on transportation infrastructure, assess adaptation options, and inform decision making processes. Formulate vulnerability assessment team. An articulation of objectives and scope definition will be completed. Data will be obtained on transportation assets and climate to be used for the vulnerability assessment. The next substantial stage will to conduct vulnerability assessments. Then an identification, analyzation, and prioritization of adaptation options will be produced. Finally, all the information will be incorporated into decision making including the next long-range plan update and associated Transportation Improvement Program.

Public outreach:

- Green Streets
 - The Green Streets working group will be composed of LPAs and MS4s to work on and contribute to a potential policy.



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



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- Transportation vulnerability assessment and adaptation
 - Public participation activities in 2020 will focus on establishing assessment stakeholder teams from LPAs, state agencies, universities, etc. General public participation for this project would be targeted for 2021 and 2022.

Data collection/analysis:

- Green Streets
 - The Green Streets working group will be composed of LPAs and MS4s to work on and contribute to a potential policy.
- Transportation vulnerability assessment and adaptation
 - Transportation asset, riverine hydrology, temperature and precipitation projections data collection. Interns would assist in the collection of transportation asset data either directly or assembling from LPAs.

Task deliverables:

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

- Green Streets
 - Recommend a Green Streets Policy to the Commission for adoption including the outlining of scope, use, and application of policy to transportation projects.
- Transportation vulnerability assessment and adaptation
 - Ultimately, better inform transportation planning and programming by considering transportation asset vulnerability as it relates to climate change and extreme weather. This will be a multi-year effort.

500 | Multi-modal planning

Program #: 19-500

2019 budget (as originally programmed):

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

Program #: 20-500

2020 budget:

Federal (PL)	\$245,858
Local match	\$61,465
Total	\$307,323

Tasks (major deliverables *italicized*):

- Active transportation planning
 - *Bicycle tourism strategies*
 - *2020 Greenways+Blueways Map*
 - *Bicycle sharing opportunities map and model ordinance*
- Transit planning activities were funded by FTA 5307 funds in 2019 and have been switched to PL/5303 for 2020
 - *Public Transportation Agency Safety Plan*
 - *Comprehensive regional transit plan (multi-year effort) – pending 5307 award*
 - *Regional transit website*
 - *TAMP Annual update*
 - *5310 program management plan*

- **Task lead**
Mitch Barloga
- **Task contributors**
Mary Thorne and Intern
- **Topical committee**
Ped, Pedal + Paddle Committee
- **Task status**
On-going and permanent
- **Prior task accomplishments**
Greenways+Blueways 2020 Plan, BUILD Grant application for the Marquette Greenway, trail planning, bicycle and pedestrian technical assistance, and participation with statewide task forces. Facilitated regular meetings of Ped, Pedal & Paddle Committee, met with municipal officials on advancing non-motorized projects and policies, and established of funding priorities in new programmatic approach for the 2020-2024 Transportation Improvement Program.



500.1 | Active transportation planning

Task objective:

To work with the Ped, Pedal and Paddle Committee (3PC), municipalities and local advocates to establish baseline data points for performance measurements. These performance measures are identified in the Implementation chapter of the G+B 2020 Plan. Promote bicycle tourism opportunities to benefit both residents and visitors to NW Indiana. Update the 2018 Greenways+Blueways Map. Promote pedestrian, bicycle and paddling planning policy and projects to municipal agencies in NWI. Assist local entities in developing non-motorized wayfinding strategies for regional initiatives and their local efforts. Collaborate with INDOT on review of their proposed projects, and providing feedback on the addition of Complete Streets, Universal Design and ADA elements if needed. Outreach to businesses and non-profits on partnering and funding strategies to advance active transportation initiatives. Social media effort to promote active transportation initiatives. Working with the Legacy Foundation to expand public art projects along trails in Lake County. Provide assistance to municipalities interested in bicycle sharing programs by working with vendors.

Task description:

Elements and activities:

- Baseline data for performance measures
 - Survey municipalities and advocates on current state of performance for each measure.
 - Collect data from surveys to establish baselines for ongoing performance.
 - Input data sets into NWI's performance-based planning framework.
- Bicycle tourism
 - Creation of a "bike-friendly business" strategy and promotion of document to local chambers of commerce.
 - Development of "Trail Town" program guide for municipalities and businesses.
 - Coordination with county tourism agencies on best practices and implementation of strategies.
 - Ongoing dialogue with stakeholders to gauge interest and successes.
- 2020 Greenways+Blueways Map
 - Public outreach to solicit feedback on new map elements.
 - Recruitment of sponsors for local match.
 - Request for qualifications for competitive procurement of a consultant.
 - Production of draft map for public comment and review.
 - Printing of final map product for distribution.
- Active transportation planning technical assistance
 - Coordinate with municipal entities on new and ongoing bicycle, pedestrian and paddling projects in development.
 - Engage and assist pedestrian, bicycle and paddling projects in an effort to build connected networks across the region.
 - Facilitate discussions to aid with the remediation of project delays and obstacles.

- Serve on American Discovery Trail Society and Greenways Foundation of Indiana to aid with state and national trail initiatives benefiting NWI.
- Host workshops/seminars/webinars on active transportation topics of relevance.
- Active transportation wayfinding
 - Educate municipalities of NIRPC's Unified Wayfinding Guide, and how to apply to regional and local systems.
 - Collaborate as needed to improve land and water wayfinding throughout NIRPC region.
 - Partner with advocates and non-profits to purchase and install wayfinding elements when necessary.
- INDOT Project Scoping Coordination
 - The following is ongoing based on INDOT's initial submission to NIRPC staff: receive proposed projects from INDOT for scoping review; perform review with input from LPA's; and submit recommendations to INDOT for their consideration.
- Non-traditional active transportation partnerships
 - Contact list of those private entities that could be of financial assistance.
 - Description of each partnership and how they can aid with active transportation initiatives based on their histories.
 - Coordinating joint events with partners promoting active transportation initiatives.
- Active transportation public awareness campaigns
 - Regularly scheduled campaign to populate NIRPC's Facebook, Twitter, LinkedIn and Instagram accounts with various active transportation issues. These will involve topics such as Complete Streets, Safe Routes to School, Bike to Work and law enforcement.
 - Regular podcasts on topics.
- Art on Trails
 - Reviewing local plans to incorporate public art along off-road trails, and choosing artists to accomplish these plans. Ongoing granting opportunity at approx. \$10,000 per year with 50/50 match.
- Bicycle sharing technical assistance
 - Creation of map highlighting areas of employment with existing and proposed bicycle route access.
 - Establish contact with vendors and connecting them to interested municipalities.
 - Highlight bicycle sharing local legislation for application.
 - Aiding municipalities in establishing the right program for their community.

Public outreach:

- Baseline data for performance measures
 - Conduct surveys with municipalities and advocacy organizations. Continue follow-up with them to clarify measures.
- Bicycle tourism

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- Outreach with chambers of commerce, tourism agencies, businesses and municipal leadership to educate them on opportunities and develop strategies to implement. This will be accomplished through workshops and webinars.
- 2020 Greenways+Blueways Map
 - Public outreach to solicit feedback on new map elements. Presentations to Ped, Pedal & Paddle Committee members, including advocates of South Shore Trails and the NWI Paddling Association. Social media outreach as well.
- Active transportation planning technical assistance
 - Ongoing dialogue with municipal and advocate representatives, including updates at Ped, Pedal and Paddle Committee meetings.
- Active transportation wayfinding
 - Webinars and regular social media posts.
- INDOT Project Scoping Coordination
 - Outreach to INDOT, and LPAs, and transit operators.
- Non-traditional active transportation partnerships
 - Social media once partnerships are established.
- Active transportation public awareness campaigns
 - NIRPC's social media accounts, and presentations at 3PC meetings.
 - Broadcasts on Lakeshore TV and radio.
 - Podcasts
- Art on Trails
 - Legacy Foundation to perform majority of outreach, with NIRPC highlighting progress on our social media platforms.
- Bicycle sharing technical assistance
 - General outreach to municipalities and assistance with vendors.

Data collection/analysis:

- Baseline data for performance measures
 - Utilize survey instrument and social media outlets to collect data.
- Bicycle tourism
 - Utilize survey instrument to gauge level of involvement currently practiced by stakeholders.
- 2020 Greenways+Blueways Map
 - Updated bicycle data layer in GIS.
- Active transportation planning technical assistance
 - Trail counter collection & maintenance
 - Analysis of pedestrian & bicycle crash data
- INDOT Project Scoping Coordination
 - Bicycle and pedestrian crash data in NWI.

- Non-traditional active transportation partnerships
 - Research into local, state and national businesses and organizations who promote and fund active transportation initiatives.
- Bicycle sharing technical assistance
 - Map employment centers and bicycle routes.

Task deliverables:

- Baseline data for performance measures
 - Establishment of performance measure baselines for non-motorized transportation policy and projects as identified in the G+B 2020 Plan.
- Bicycle tourism
 - Creation of strategies/plans that are tailored to specific stakeholders.
- 2020 Greenways+Blueways Map
 - Updated Greenways+Blueways Map for 2020.
- Active transportation planning technical assistance
 - Ongoing collaboration with regional stakeholders including municipalities, advocates, non-profits and other partners including Title VI, EJ and ADA protected communities.
 - Maintenance of trail counters and reporting of counts.
 - Maps highlighting future routes.
 - Workshops, seminars and webinars on important topics.
- Active transportation wayfinding
 - Ongoing dialogue with municipal entities on improving their wayfinding plans.
 - Preparing grants to non-profits for signage fabrication and installation.
 - Installation of new signage for United States Bicycle Routes, American Discovery Trail routes, and other elements through the use of municipal and non-profit funds.
- INDOT Project Scoping Coordination
 - Ongoing reports to INDOT regarding NIRPC, LPA, and transit operator recommendations on proposed project scope.
- Non-traditional active transportation partnerships
 - Listing of those partners on NIRPC website, including contact information and any funding or assistance opportunities.
 - Regular invitations to present before 3PC.
- Active transportation public awareness campaigns
 - Production of PSA videos and audio for TV and radio
 - Podcasts
 - Regular social media posts
- Art on Trails
 - Ongoing project grants as determined by Legacy Foundation. NIRPC will act in advisory role.

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- Bicycle sharing technical assistance
 - Creation of map highlighting locations where bicycle routes and employment centers are present. Use map to promote potential bicycle sharing opportunities in region.
 - Promote model bicycle sharing legislation to be considered by municipalities.

500.2 | Transit planning – 2020 tasks

Task objective:

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

Task description:

Elements and activities: Execute the processes required by FTA to secure funding for transit investments in NWI. Participate in the annual apportionment split with Chicago urbanized area transit providers, principally the Regional Transit Authority (RTA). Facilitate funding processes/decisions in an open participatory manner. Ensure timely and accurate completion of federal transit grants. Continue the implementation of regional transit planning initiatives. Encourage local investment into existing transit services. Oversee the development of two planning initiatives, a comprehensive regional transit plan and a regional transit website.

Public outreach: The community at large, in particular communities associated with Title VI, EJ, and ADA will continue to be reached through ongoing transit programming. Ongoing transit programming will require communication to municipal officials and the general public about the issues surrounding transit and the benefits of expansion. Further, social media will be utilized to share visually appealing posts about transit issues both regionally and nationally. The planning period of the comprehensive regional transit plan will offer many substantive opportunities to engage with the public. Lastly, the development of a regional transit website will assist in developing substantive two-way communication with the public about regional and local transit issues and concerns.

Data collection/analysis:

National Transit Database, ridership, asset condition, direct recipient federal fund expenditures, and fare data will be identified for in collaboration with the data analysis and forecasting task. Additional data will be gathered in the development of the comprehensive regional transit plan including: density metrics for prioritizing transit, best practices in transit development, transit frequency, route analysis, ridership surveying, and potentially others.

Task deliverables:

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

- Split letters between the RTA and NIRPC and then between the local transit operators, and application of FY 2021 transit grants in TRAMs
- Public Transportation Agency Safety Plan and TAMP Annual update
- 5310 Program management plan
- Project management of a comprehensive regional transit plan
- Completion of a regional transit website with information about every NWI operator and an interactive service area map



- **Task lead**
James Winters
- **Task contributors**
Candi Eklund
- **Topical committee**
Transit Operators Roundtable
- **Task status**
Ongoing and permanent
- **Prior task accomplishments**
Adoption of a new Coordinated Transit Plan (CHSPTP), Transit Asset Management Plan (TAMP), application of FY 2018 Transit Grants, drafting of FY 2018 Split Letters, drafting of 2018 Meeting materials and minutes for the Transit Operators Roundtable, NTD Reporter Analysis, new programmatic approach for transit and project evaluation criteria linked to CHSPTP, NWI 2050 Plan, and TAMP.



600 | Special planning activities

Program #: 19-600

2019 budget:

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

Program #: 20-600

2020 budget:

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

Tasks:

None identified in this UPWP period at this time.

700 | FTA activities and tasks

Program #: 19-700

2019 budget (as originally programmed):

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

Program #: 20-700

2020 budget:

Federal (5307)	\$340,223
Local match	\$85,056
Total	\$425,279

Tasks:

- Sub-grantee oversight
- Transit planning – funded by 5307 in 2019 and PL/5303 for 2020, see section 500

700.1 | Sub-grantees oversight

Task objective:

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

Task description:

Elements and activities:

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

Public outreach:

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

Data collection/analysis:

Not applicable.

Task deliverables:

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

- **Task lead** 
Allen Hammond
- **Task contributors**
Candi Eklund, Talaya Jones, and Lisa Todd
- **Topical committee**
Transit Operators Roundtable
- **Task status**
Ongoing and permanent.
- **Prior task accomplishments**
Oversight of, and procurement for, the seven sub-grantees in the region.



700.2 | Transit planning – 2019 tasks

Task objective:

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

Task description:

Elements and activities:

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

Public outreach:

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

Data collection/analysis:

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

Task deliverables:

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

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



- **Task lead**
James Winters
- **Task contributors**
Eman Ibrahim, Trey Joseph Wadsworth and Scott Weber
- **Topical committee**
Land Use Committee and Transit Operators Roundtable
- **Task status**
Moved to section 500
- **Prior task accomplishments**
NTD data entry, outreach to transit partners, transit funding discussions, research on best practices, scoping the CHSTP.



800 | NIRPC programs

CMAQ, HSIP, or STBG funding planning activities or contracts

Program #: 19-800

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

Program #: 20-800

2020 CMAQ budget (using 2019 Group 1 CMAQ):		2020 STBG budget (using 2019 Group 1 STBG):
Des #18011359		Des #1600543
Federal	\$360,000	\$36,000
NIRPC match	\$8,760	\$9,000
Non-NIRPC match	\$71,371	\$0
In-kind value match	\$9,869*	\$0
Total	\$450,000	\$45,000

*In-kind pre-approval request on April 2, 2019

Tasks (major deliverables *italicized*):

- *Air quality + education* (CMAQ Group 1 programmed in 2019)
- *e-TIP* (STBG Group 2 programmed in 2020)

800.1 | Air quality + education

Task objective:

This multi-year air quality public education program continues to develop and promote a highly visible, on-going effort to educate the residents of Lake, Porter, and LaPorte counties concerning their personal transportation choices and the relationship of those choices to air quality, health and quality of life in the Region. Partner organization South Shore Clean Cities will receive a sub-grant from NIRPC to perform all tasks described except for the following: NIRPC will continue to procure lunch totes and event sponsorships for NWI Partners for Clean Air, contract for updating and reprinting the regional bike and path map, and implement a portion of the radio advertising campaigns. NIRPC will provide oversight of South Shore Clean Cities sub-grant with MPO Planning Administration funds.

The program will continue to work with public officials, public 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 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.

Task description:

NWI Clean Air

New to the NWI Clean Air program is a “Region Air Leaders” effort. South Shore Clean Cities will initiate a Region Air Leaders program would reward businesses and other organizations for taking steps to reduce their emissions with an emphasis on employee commuting and public transit along the most heavily traveled corridors in Northwest Indiana. This would also include education to major employers on workplace electric vehicle charging, ride sharing and opportunities to reduce vehicle usage. Region Leaders would also educate and encourage youth and families through a number of programs to access their community by biking, walking and using transit, riding school buses and utilizing ride sharing options. It appears many organizations are eager to participate in programs to increase awareness and the use of healthy, active forms of transportation and to reduce congestion, idling and accidents on trips to school.

The Region brand and education and outreach campaign is focused specifically on 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.



- **Task lead**
Kathy Luther
- **Sub-Grantee**
South Shore Clean Cities, 501(c)(3)
- **Topical committee**
Environmental Management and Policy Committee
- **Task status**
Ongoing with TIP funding and affirmative CMAQ eligibility determinations
- **Prior task accomplishments**
NIRPC has been partnering with South Shore Clean Cities for many years to implement air quality public education programs to encourage behavior change and new technology adoption to reduce air pollution emissions from the transportation sector in our Non-Attainment area. Historically NIRPC has focused on the general public through public events advertising in print, radio, digital, and other multi-media formats, gas can exchange, car-pooling, anti-idling, and modal shift to active and public transportation. 19 years ago, NIRPC and other region partners collaborated to launch a Clean Cities coalition for our region. Since that time, South Shore Clean Cities has focused on specialized target audiences such as public and private diesel fleet operators. In recent years these efforts have started to integrate, for example, SSCC has had great success working with Schools from the diesel fleets approach. This has led to new partnerships with schools in areas beyond the bus such as Safe Routes to School promotion and education, vocational education classrooms, and many others.

2019-2020 Unified Planning Work Program amendment #2

- **Prior task accomplishments cont.**
South Shore Clean Cities has consistently won recognition by the Department of Energy and their peer organizations for excellence as a membership based non-profit organization, South Shore Clean Cities has more capacity to match federal funds with membership dues. In 2020 NIRPC will sub-grant the majority of the Air Quality Education funds to South Shore Clean Cities in order to increase the programs efficiency and effectiveness.
- **Funding source**
2020 activities: CMAQ programmed in 2019 Des #1801359



NWI Clean Air - Media and Marketing, South Shore Clean Cities and NIRPC

South Shore Clean Cities will strive to integrate all Region clean air campaigns into one solid message carried across multiple platforms. Messaging would include the air quality benefits of walking, biking, public transit, shared mobility, sustainable fuels, idle reduction, electric vehicles, etc., with a focus on those transportation sources creating the greatest amount of air pollution in in Northwest Indiana. This will include information on the air quality benefits of buying local. Information would be geared toward the audience of public, private and nonprofit organizations as well as individual Region residents. As a result of NIRPC's CMAQ 2017 Air Quality Survey, part of the effort will be a return to utilization of the "It All Adds Up to Cleaner Air" toolkits supported by EPA and FHWA, with enhancements for local audiences and newer technology.

Mediums for carrying the message would include the NWI Clean Air Website, weekly Green Fleet Radio show on Lakeshore Public Radio with monthly appearance by NIRPC staff member, monthly column in The Times of Northwest Indiana, newspaper/digital media public service announcement campaigns, radio advertising campaigns, billboards, NWI Clean Air monthly newsletter (sent via e-blast) and social media sites including Facebook, Twitter and LinkedIn.

NWI Clean Air Website – South Shore Clean Cities

The website will be a comprehensive resource for citizens, schools, businesses and government agencies. In addition to providing a calendar of events, the Website will be the medium for all Partners for Clean Air messaging. The website will provide information on Air Quality Action Day as well as the link for subscribing to Air Quality Action Day alerts. Tips for reducing air pollution every day as well as actions to take on Air Quality Action Days will be included.

NWI Clean Air Mobility – South Shore Clean Cities

Enhance existing and create new outreach focused on multi-modal mobility, including cycling, walking, bike/scooter sharing programs, car sharing and emerging sustainable technologies that support NIRPC's 2050 plan, reduce congestion, and improve community air quality and health. Focus area includes:

1. Promoting ride sharing programs with company-provided incentives for Region employers of all types and sizes (public, private and nonprofit).
2. Partner with the South Shore commuter rail line on promoting the use of riding the South Shore as a means of reducing carbon footprint. Encourage last mile programs that promote ride sharing, bike/scooter sharing programs with locations near South Shore stations, carpooling, EV charging stations at the South Shore lots, etc. to ensure entire ride to and from destination is as air-friendly as possible.
3. Work with communities on maximizing benefits of FHWA designated clean fuels corridors in NWI.
4. Update, reprint, and distribute 75,000 Greenways + Blueways 2020 bike maps, 2,000 bike pins and 1,000 walker pins to encourage and promote active/non-motorized transportation.
5. Public Exchange of 2,400 non-vapor emitting gas cans with older models.

NWI Clean Air Schools – South Shore Clean Cities

Work with Region schools to provide information to young drivers, parents, teachers/staff and transportation directors/fleet managers on idle/emissions reductions and safe driving for pedestrians/cyclists, including:

1. Working with Region schools to educate teachers/staff, transportation directors/fleet managers, students of driving age and parents on the air quality and cost saving benefits of using school bus fleets vs driving to school.
2. Encourage those who do drive to carpool whenever possible.
3. Encourage school fleets to adopt anti-idling policies and procedures and to convert to sustainable fuels whenever possible.
4. Educate young drivers on how to reduce emissions, including not using drive-through windows, not leaving cars idling, how to use a roundabout and why they help with emissions, how/why we have emissions testing in the Region, etc. Also include driving safety regarding walkers/cyclists.
5. Enhance Safe Routes to School programs within the NIRPC three-county Region by promoting and hosting Walk/Bike to School days, developing Walking School Bus plans with PTA groups, etc. Work with a minimum of three schools in each of the NIRPC counties annually.
6. Create and host a Safe Routes to School Summit annually with partners.

NWI Clean Air: Port, Freight, and Logistics – South Shore Clean Cities

The Port of Indiana-Burns Harbor is an essential transportation hub in the Region, yet is largely out of sight and therefore out of mind for residents and leaders alike. This program aims to work with the Port of Indiana-Burns Harbor and its clients as well as other related industrial partners intermodal facilities such as Buffington Harbor to:

1. Create and implement idle/emission reduction programs.
2. Conduct workshops on truck marshalling, including demonstrations on technologies and sustainable fuels that reduce emissions and operating costs
3. Investigate and share best practices for last mile technologies for the goods movement sector
4. Consider partnership with Indiana Dunes National Lakeshore and/or Indiana Dunes Learning Center for promoting clean air at the Port of Indiana-Burns Harbor with programs supporting same for trucks traveling in and out of the Port & through key sections of Indiana Dunes National Lakeshore.
5. Green Drayage- work with local steel haulers, freight and logistics organizations to reduce emissions from drayage vehicles.

NWI Partners for Clean Air – NIRPC and South Shore Clean Cities

1. Annually register as a Gold member and report on commitments.
2. Distribute at minimum of 2,000 promotional lunch totes to promote anti-idling efforts and reduce lunchtime driving.
3. Manage Partners for Clean Air Facebook page.

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4. Co-sponsor minimum of two NWI Partners for Clean Air outreach events and activities at the Gary Railcats, Valparaiso University, and other regional venues and attractions.

NWI Green Fleets – South Shore Clean Cities

1. South Shore Clean Cities will continue to operate the NWI Green Fleets Program
2. Provide individualized fleet emission assessments and emission reduction planning for up to 50 fleets.
3. Implement transformational local projects that reduce diesel on-road, non-road emissions
4. Work with transit and community operators to reduce emissions from their fleets
5. Provide a series of workshops/Webinars and training related to clean air, clean fuels and emission reduction technology.
6. Report on Green Fleets at the Technical Planning Committee, Environmental Management and Policy Committee, Transit Operators Roundtable, Full Commission, Legislative Committee or other NIRPC committees as needed
7. Operate annual Green Fleets Award and recognition program

Targeted Training Outreach – South Shore Clean Cities

1. Future Mechanics Education: This is a targeted audience due to their heavy influence on adoption of new technologies at the fleet level. South Shore Clean Cities will work with local colleges and high school automotive programs on diesel emission reduction education and deployment practices. Programs include job shadowing a mechanic, local internships with unions, repair and maintenance of older diesel engines, accreditation with job training including best management practices with the Automotive Service Excellence (ASE).
2. South Shore Clean Cities will continue to partner with Purdue University's Environmental & Ecological Engineering Program for future student and class led projects and analysis of data to support NIRPC 2050 plans and public outreach.
3. Collaborative Indiana LTAP workshops for the public, private and nonprofit sectors on the implementation of sustainable technologies including on-road/non-road equipment. Include local trades, colleges and high school automotive programs as audiences.
4. South Shore Clean Cities will create multiple workshop opportunities for a variety of audiences, including Train the Trainer workshops for local law enforcement and first responders; local trades; businesses and industries on planning for emergencies; strategic energy resiliency for local governments and lawmakers; autonomous vehicles for businesses and governments/lawmakers; Smart Cities initiatives for local governments; area alternative fuel and alternative vehicle station locations and options (see NWI Green Fleets section).

Public outreach:

All of the Air Quality and Public Education Program initiatives are inclusive of all of the Region's residents. All Title VI, Environmental Justice and ADA protected communities have access and opportunities to be a part of the programs and events.

Task deliverables:

- Increase knowledge and perception change of air quality among Northwest Indiana residents, leaders, decision makers and businesses. (Surveyed on a 5-year recurring cycle. Next survey should be planned for 2021-22)
- 2,400 Gas Cans exchanged
- 75,000 Updated Bike maps printed and distributed.
- 50 diesel fleet emission and vehicle inventories.
- 2,000 lunch totes promoting clean air messaging
- NWI Clean Air Website
- 4 Targeted Audience Workshops
- Presence at a minimum of 10 regional events
- Safe Routes to School Summit
- Increased social media metrics

- **Task lead**
Charles Bradsky
- **Task contributors**
James Winters
- **Topical committee**
Transportation Resources Oversight Committee, Transit Operators Roundtable, and the Technical Planning Committee
- **Task status**
On-going
- **Prior task accomplishments**
Vendor procured; framework and initial system developed
- **Funding source**
The e-TIP valued at \$45,000, was amended into the TIP and prior UPWP in June 2017. The 2020 consultant task is a continuation and funded with 2019 STBG funds with match from NIRPC. Des #1600543



800.2 | e-TIP

Task objective:

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

Task description:

Elements + activities:

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

Public outreach:

Not applicable.

Data collection/analysis:

Not applicable at this point.

Task deliverables:

New e-TIP for use in the management of the 2020-2024 TIP.

900 | NIRPC administration

Program #: 19-900 / 20-900

Tasks:

- General management of NIRPC

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



900.1 | General management of NIRPC, office + staff

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

General accounting system:

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

Cost allocation policies

The costs of goods and services, which are identifiable with specific projects, are charged directly to those projects at the time such costs are incurred. Costs that are not specifically identifiable with a single cost objective are allocated to all projects on a uniform basis, as provided for within the cost allocation plan which is prepared annually.

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

Components of the cost allocation plan

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

Fringe Benefits

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

- Vacation leave
- Personal/sick leave
- Holiday leave

- Jury, other, military, and funeral leave

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

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

Indirect costs

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

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

Other significant regional planning activities

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

Gary Public Transportation Corporation

- Short and long-range transit planning activities designed to enhance and expand service delivery of transit for GPTC patrons. Items being explored are Broadway transit expansion, Lakeshore service expansion, regional transit expansion, outreach and marketing, transit-oriented facilities and development, planning for a relief facility, ITS, and civil rights planning.

Northern Indiana Commuter Transportation District (South Shore Line)

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

US Route 30

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

La Porte bypass

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

Appendices

UPWP submittal letters and resolution of adoption



April 20, 2018

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

Dear Mr. Nunnally:

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

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

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

Sincerely,

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

Tyson Warner
Executive Director

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



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

RESOLUTION 18-08

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

April 19, 2018

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

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

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

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

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

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

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


Geoff R. Benson
Chairperson

ATTEST:


Karen Freeman-Wison
Secretary

Placeholder for 2019 letter to INDOT for amendment #2

2019-2020 Unified Planning Work Program amendment #2

Placeholder for 2019 letter to INDOT for Commission resolution on amendment #2



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

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

Eric Holcomb, Governor
Joe McGuinness, Commissioner

April 20, 2018

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

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

Attention: Ms. Joyce Newland

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

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

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

Please contact Emmanuel Nsonwu if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Roy Nunnally".

Roy Nunnally, Director
Technical Planning and Programming Division

RN/EIN

2019-2020 Unified Planning Work Program amendment #2

Placeholder for 2019 letter from INDOT approving amendment #2

USDOT approval letter



U.S. Department
of Transportation

Federal Transit Administration
Region V
200 West Adams St., Suite 320
Chicago, IL 60606-5253

Federal Highway Administration
Indiana Division
575 N. Pennsylvania St., Rm 254
Indianapolis, IN 46204-1576

April 23, 2018

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

Dear Mr. Nunnally:

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

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

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

Sincerely,

Handwritten signature of Kelley Brookins in black ink.

Kelley Brookins
Acting Regional Administrator
FTA Region V

Sincerely,

Handwritten signature of Mayela Sosa in blue ink.

Mayela Sosa
Division Administrator
FHWA Indiana Division

ecc: Ty Warner, NIRPC
Emmanuel Nsonwu, INDOT

2019-2020 Unified Planning Work Program amendment #2

Placeholder for 2019 letter from USDOT approving amendment #2

Cost allocation plan approvals



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

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

Eric Holcomb, Governor
Joe McGuinness, Commissioner

February 16, 2018

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

Dear Mr. Warner,

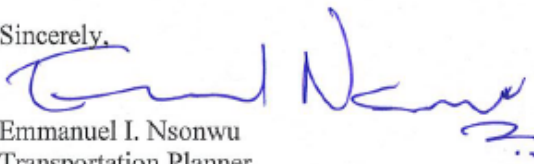
INDOT has reviewed the CY 2018 Cost Allocation Plan presented by NIRPC MPO for the period of January 1, 2018 through December 31, 2018.

In accordance 2 CFR 200.331, the Indiana Department of Transportation (INDOT), acting as the pass-through entity for the Federal Highway Administration (FHWA) concurred with the following indirect and fringe rates which will be monitored with respect to your Unified Planning Work Program Grant. Please include a copy of this letter in your UPWP for future reference. Should the indirect rates change during the CY 2018 grant period, please provide the revised information for re-approval and inclusion of the new rate letter as modification/inclusion in your UPWP Appendix. The concurred rates are as follows:

Fringe	86%
Indirect	86%

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

Sincerely,


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

CC: R. Nunnally
J. Mitchell
File



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

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

Eric Holcomb, Governor
Joe McGuinness, Commissioner

February 15, 2018

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

Dear Mr. Warner,

INDOT has reviewed the CY 2019 Cost Allocation Plan presented by NIRPC MPO for the period of January 1, 2019 through December 31, 2019.

In accordance 2 CFR 200.331, the Indiana Department of Transportation (INDOT), acting as the pass-through entity for the Federal Highway Administration (FHWA) approved the following indirect and fringe rates which will be monitored with respect to your Unified Planning Work Program Grant. Please include a copy of this letter in your UPWP for future reference. Should the indirect rates change during the FY 2019 grant period, please provide the revised information for re-approval and inclusion of the new rate letter as modification/inclusion in your UPWP Appendix. The approved rates are as follows:

Fringe	87%
Indirect	87%

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

Sincerely,

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

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

CC: R. Nunnally
J. Mitchell
File



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N955
Indianapolis, Indiana 46204

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

Eric Holcomb, Governor
Joe McGuinness, Commissioner

February 8, 2019

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

Dear Mr. Warner,

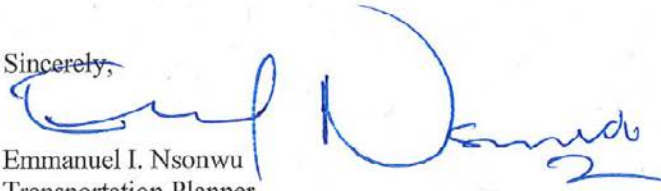
INDOT has reviewed the CY 2020 Cost Allocation Plan presented by NIRPC MPO for the period of January 1, 2020 through December 31, 2020.

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 2020 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	81%
Indirect	96%

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: J. Newland
R. Nunnally
J. Mitchell
File

Planning agreements

NIRPC / INDOT / transit operators

MEMORANDUM OF AGREEMENT

By and Between

THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

THE INDIANA DEPARTMENT OF TRANSPORTATION

OPERATORS OF PUBLIC TRANSPORTATION

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

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

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

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

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

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

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

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

RESPONSIBILITIES OF NIRPC

Structure

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

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

See Attachment #1

The Transportation Policy Committee includes the following voting members:

See Attachment #2

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

Transportation Plan

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

Public Participation and Involvement

12. NIRPC will maintain a federally-compliant Public Participation Plan that is adopted by the NIRPC Policy Board. The plan will include coordination with the INDOT participation process. This process is followed during the development of the Transportation Plan and the Transportation Improvement Program. **NIRPC's TIP participation process will serve to meet public participation requirements for the TIP for the operators of public transit.**
13. NIRPC will comply with all appropriate federal assurances and circulars regarding Disadvantaged Business Enterprise, Title VI of the Civil Rights Act, the Americans With Disabilities Act and procurement requirements.

Transportation Improvement Program (TIP)

14. NIRPC will complete a fiscally-constrained TIP in cooperation and coordination with the partners identified in this agreement. NIRPC will submit an approved TIP to INDOT in a timely manner to coincide with the State Transportation Improvement Program (STIP) development.
15. All federal aid funded projects, regardless of funding category, will be included in the fiscally constrained TIP.
16. The NIRPC Policy Board approves the TIP followed by approval by the INDOT Commissioner on behalf of the Governor. INDOT will then include the TIP in the STIP by reference or amendment. The STIP is approved by the Federal Highway and Federal Transit Administrations along with the new TIP and any amendments.
17. During the TIP update NIRPC will conduct a call for projects. NIRPC will solicit, review and rank requests for new project funding and current project cost increases, using its project selection process. Using its public participation process, NIRPC will solicit comments. The comments received from the participation process will be considered,

2019-2020 Unified Planning Work Program amendment #2

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

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

Travel Demand Forecasting

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

Unified Planning Work Program

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

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

Management Systems

28. The development and implementation of a congestion management process (CMP), where needed, for the NIRPC Metropolitan Planning Area will be the responsibility of NIRPC in cooperation with INDOT, FTA and FHWA. The lead INDOT division will be the Asset Management, Program Engineering and Road Inventory Division.
29. NIRPC will work cooperatively with the INDOT Central Office Asset Management, Program Engineering and Road Inventory Division as the lead and other relevant INDOT Divisions and other public agencies in the development of the other specified management systems as appropriate.
30. NIRPC will maintain a Congestion Management Process in cooperation with the INDOT Central Office Asset Management, Program Engineering and Road Inventory Division. The Congestion Management Process shall be coordinated with the development of the Transportation Plan.

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

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

Transportation Plan and TIP

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

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

UPWP Coordination Activities

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

2019-2020 Unified Planning Work Program amendment #2

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

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

RESPONSIBILITIES OF THE OPERATORS OF PUBLIC TRANSPORTATION:

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

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

2019-2020 Unified Planning Work Program amendment #2

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

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

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

-- END --

Signature Page Follows

Ty Warner, Executive Director
Northwestern Indiana Regional
Planning Commission

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

Francisco Rosado, Jr., Director
East Chicago Transit

Claudia Taylor, Transit Manager
Opportunity Enterprises

Clay Cates, Interim General Manager
Gary Public Transportation Corporation

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

Tom MacLennan, Director
TransPorte - LaPorte

Margot Sabato, Executive Director
South Lake County Community Services

Robert Zondor, Interim Director
Michigan City Transit

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

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

Karl Browning, Commissioner
Indiana Department of Transportation

CMAP / NIRPC / IDOT / INDOT

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

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

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

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

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

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

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

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

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

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

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



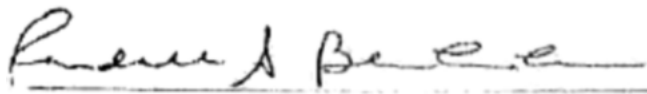
Aaron Lawlor
Vice Chairman, CMAP MPO Policy Committee

3-16-16
Date



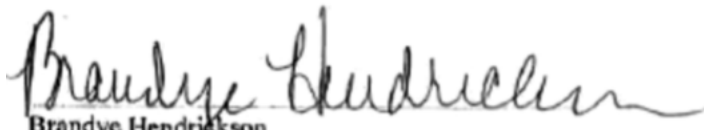
Jim Ton
Chairman, Northwestern Indiana Regional Planning Commission

4-21-2016
Date



Randy Blankenhorn
Secretary, Illinois Department of Transportation

3-10-16
Date



Brandy Hendrickson
Commissioner, Indiana Department of Transportation

4-29-16
Date

FHWA planning emphasis area letter



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

Indiana Division

February 8, 2018

575 N. Pennsylvania St, Room 254
Indianapolis, IN 46204
317-226-7475
317-226-7341

In Reply Refer To:
HDA-IN

Dear Indiana MPO Directors and INDOT:

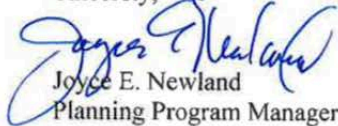
The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration Region V (FTA) are issuing its annual planning emphasis areas (PEAs) for FY 2019. For the most part, the PEAs remain the same as last year – to continue efforts on implementing the Fixing America's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

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

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

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

Sincerely,


Joyce E. Newland
Planning Program Manager
FHWA Indiana Division

Sincerely,


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

ecc:

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



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

Indiana Division
January 29, 2019

575 N. Pennsylvania St, Room 254
Indianapolis, IN 46204
317-226-7475
317-226-7341

In Reply Refer To:
HDA-IN

Dear Indiana MPO Directors and INDOT:

The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration Region V (FTA) are issuing annual planning emphasis areas (PEAs) for FY 2020. They are the continuation of implementing the performance measures as required by the Fixing America's Surface Transportation (FAST) Act, development of a transit bus stop inventory in support of the statewide Americans with Disabilities Act (ADA) program, and the development of a Mobility Management Network.


The Indiana Department of Transportation (INDOT) and the Metropolitan Planning Organizations (MPOs) need to continue to coordinate, and document in writing or by agreement, on developing and sharing information related to the transportation performance data per 23 CFR 450.314(h) of the May 27, 2016 [*Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Regulation.*](#)

In a continued effort to identify and remove access barriers to transportation services across Indiana, MPOs should collect inventories of bus stops from any transit provider within their areas. The inventories should include a physical description as well as identification of any components that do not meet current accessibility standards. Once collected, the information should be shared with INDOT, where the data will be included in the statewide ADA Transition Plan. A strategy to report barrier removal and transit stop improvements should be devised by INDOT with a goal to demonstrate improved access.

To facilitate communities in adopting transportation strategies and mobility options that empower people to live independently and advance health, economic vitality and self-sufficiency, we encourage the development of a Mobility Management Network. We encourage INDOT to work with other Indiana State Agencies to identify service capacity and gaps, explore how diverse state agencies can contribute to a mobility management effort, and to think about the next steps for sustained activity within the mobility management network and beyond.

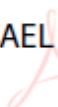
If you have any questions, please contact either Joyce Newland at 317-226-5353 or Kris Green, FTA Community Planner at 312-353-3853.

Sincerely,
**Joyce E
Newland**
Joyce E. Newland
Planning Program Manager
FHWA Indiana Division



Digitally signed by
Joyce E Newland
Date: 2019.01.30
14:50:51 -05'00'

Sincerely,
**JASON MICHAEL
CIAVARELLA**
Jay Ciavarella
Director, Office of Planning & Program Development
FTA Region V



Digitally signed by JASON
MICHAEL CIAVARELLA
Date: 2019.01.29 14:13:54
-06'00'

ecc:
Indiana MPO Council
Roy Nunnally, INDOT
Larry Buckel, INDOT
Eryn Hall, INDOT
Kris Green, FTA

6100 Southport Road Portage, IN 46368
219-763-6060
nirpc.org
facebook.com/nirpcmpo/