

APRIL 7, 2016

Version iiif – approved  
February 8, 2018



# EVANSVILLE MPO FY 2017 & FY 2018 UNIFIED PLANNING WORK PROGRAM

**EVANSVILLE METROPOLITAN PLANNING ORGANIZATION**

1 NW Martin Luther King Jr. Blvd. Room 316

Evansville, IN 47708

Phone: 812.436.7833

[www.evansvillempo.com](http://www.evansvillempo.com)

## AKNOWLEDGEMENT & DISCLAIMER

The preparation of this report has been financed in part through grant(s) from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104 (f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.



**Federal Highway  
Administration**



**Federal Transit  
Administration**



U.S. Department  
of Transportation

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

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

May 5, 2016

Roy Nunnally, Director  
Asset Management Division  
Indiana Department of Transportation  
100 N Senate Ave. N925  
Indianapolis, IN 46204

Dear Mr. Nunnally:


The purpose of this letter is to respond to INDOT's April 19, 2016 request for FHWA and FTA approval of the FY 2017-2018 Evansville Metropolitan Planning Organization (EMPO) Unified Planning Work Program (UPWP).

FHWA and FTA, in cooperation with INDOT, reviewed the document and found it to be in compliance with 23 CFR 420, and it is hereby approved.

This approval does not constitute FHWA or FTA authorization of the associated Federal-aid funds. Please work with INDOT administrative staff to assure the associated funds are authorized prior to the beginning of State FY 2017 (July 1, 2016).

Should you have any questions regarding this eligibility finding, please contact Michelle Allen of FHWA at (317) 226-7344 or Susan Orona of FTA at (312) 353-3888.

Sincerely,

 Jermaine R. Hannon  
Acting Division Administrator  
FHWA Indiana Division

Marisol Simón  
Regional Administrator  
FTA Region 5

cc: transmitted by email



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

**Kentucky Division**

May 9, 2017

330 West Broadway  
PH (502) 223-6720  
FAX (502) 223 6735  
<http://www.fhwa.dot.gov/kydiv>

In Reply Refer To:  
HPD-KY

Mr. John W. Moore, P. E.  
Director of Planning  
Kentucky Transportation Cabinet  
200 Mero Street, 5<sup>th</sup> Floor  
Frankfort, KY 40622

Dear Mr. Moore:

The Kentucky Division of the Federal Highway Administration, in consultation with Region 4 of the Federal Transit Administration, has reviewed the Metropolitan Planning Organization's (MPO) Unified Planning Work Programs (UPWP), and found the proposed activities eligible for federal planning funds.

2018 Bowling Green-Warren County MPO UPWP	(Policy Committee Approval on 04/10/17)
2018 Cincinnati Area MPO UPWP	(Board of Directors Approval on 04/13/17)
2017-2018 Evansville MPO UPWP	(Policy Committee Endorsement on 04/06/17)
2018 KYOVA MPO UPWP	(Policy Board Endorsement on 02/24/17)
2018 Lexington Area MPO UPWP	(Policy Committee Adoption on 04/26/17)
2018 Louisville/Jefferson County MPO UPWP	(Policy Committee Approval on 04/27/17)
2018 Owensboro-Daviess County MPO UPWP	(Policy Committee Approval on 04/25/17)
2018 Radcliff/Elizabethtown MPO UPWP	(Policy Committee Approval on 04/13/17)

We appreciate the effort that went into the development of these work programs and thank you for working with our office to make improvements.

A separate eligibility letter will be written for the following UPWP when received.

2018-2019 Clarksville Area MPO UPWP	(anticipated Policy Board approval July 20, 2017)
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Sincerely,

Bernadette Dupont  
Transportation Specialist

cc: Abigail Rivera, FTA-R4  
Ron Rigney, KYTC – Program Management  
Vickie Bourne, KYTC – Transportation Delivery  
Ben Peterson – BWG  
Mark Policinski – CIN  
David Ripple – CLK  
Seyed Shokouhzadeh – EVN  
Chris Chiles – KYO  
Jim Duncan – LEX  
Jack Couch – LOU  
Jiten Shah – OWN  
Wendell Lawrence - REZ

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RESOLUTION APPROVING AN AMENDMENT TO  
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
RESOLUTION 2016-1

**WHEREAS**, the Evansville Metropolitan Planning Organization is the organization designated by the Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the metropolitan transportation planning process required by 23 U.S.C. 134 Federal-Aid Highway planning requirements and 49 U.S.C. 1603 (a) (Federal Transit planning requirements) in the Evansville Urbanized Area; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration guidelines contained in Federal Register Vol. 58, No. 207, October 28, 1993, revised the planning regulations governing the development of metropolitan planning regulations; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has developed a Unified Planning Work Program as required under Section 450.314 in consultation with the State and the transit operators; and

**WHEREAS**, the Evansville Metropolitan Planning Organization Policy Committee is the policy body of the Evansville Metropolitan Planning Organization; and

**WHEREAS**, the Federal Highway Administration and Federal Transit Administration authorizes the expenditures for planning activities of the Metropolitan Planning Organizations; and

**WHEREAS**, proposed expenditures for planning activities are contained in the Unified Planning Work Program; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has complied with the CAAA requirements as they pertain to the development and conformity of the FY' 2015 & FY 2016 Unified Planning Work Program; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration require endorsement by the policy body of the Metropolitan Planning Organization of a Unified Planning Work Program as a prerequisite to expenditure of Federal Highway Administration and Federal Transit Administration planning funds:

**BE IT THEREFORE RESOLVED**, that the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of April 7<sup>th</sup>, 2016 endorses and approves the FY 2017 & FY 2018 Unified Planning Work Program.



Jack Corn, Jr., Chairman

Evansville Metropolitan Planning Organization

Policy Committee

4/7/2016  
Date

RESOLUTION APPROVING AN AMENDMENT TO  
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
RESOLUTION 2016-2

**WHEREAS**, the Evansville Metropolitan Planning Organization is the organization designated by the Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the metropolitan transportation planning process required by 23 U.S.C. 134 Federal-Aid Highway planning requirements and 49 U.S.C. 1603 (a) (Federal Transit planning requirements) in the Evansville Urbanized Area; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration guidelines contained in Federal Register Vol. 58, No. 207, October 28, 1993, revised the planning regulations governing the development of metropolitan planning regulations; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has developed a Unified Planning Work Program as required under Section 450.314 in consultation with the State and the transit operators; and

**WHEREAS**, the Evansville Metropolitan Planning Organization Policy Committee is the policy body of the Evansville Metropolitan Planning Organization; and

**WHEREAS**, the Federal Highway Administration and Federal Transit Administration authorizes the expenditures for planning activities of the Metropolitan Planning Organizations; and

**WHEREAS**, proposed expenditures for planning activities are contained in the Unified Planning Work Program; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has complied with the CAAA requirements as they pertain to the development and conformity of the FY' 2017 & FY 2018 Unified Planning Work Program; and

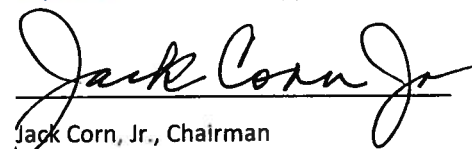
**WHEREAS**, Federal Highway Administration and Federal Transit Administration require endorsement by the policy body of the Metropolitan Planning Organization of a Unified Planning Work Program as a prerequisite to expenditure of Federal Highway Administration and Federal Transit Administration planning funds:

**BE IT THEREFORE RESOLVED**, that the Evansville Metropolitan Planning Organization's FY 2017 & FY 2018 Unified Planning Work Program is amended as follows:

**Added funding source and project:**

**Add to Appendix B - "Alta Planning + Design – Bicycle and Pedestrian Connectivity Master Plan Technical Assistance and Implementation Activities: Total \$35,678; Federal STP funds \$28,542; \$7,136 Local.**

**ADOPTED**, by the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of **July 7<sup>th</sup>, 2016** endorses and approves the amendment to the FY 2017 & FY 2018 Unified Planning Work Program.

  
Jack Corn, Jr., Chairman

Evansville Metropolitan Planning Organization

Policy Committee

  
Date





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

March 9, 2017

Roy Nunnally, Director  
Asset Management Division  
Indiana Department of Transportation  
100 N Senate Ave. N925  
Indianapolis, IN 46204

Dear Mr. Nunnally:

The purpose of this letter is to respond to INDOT's March 9, 2017 request for FHWA and FTA approval of the FY 2017-2018 Evansville Metropolitan Planning Organization (EMPO) Unified Planning Work Program (UPWP) Amendment request for the following:

- Add an item:  
Evansville MPO will purchase a RDI Digital Ball Bank Indicator to use as a tool to measure the optimum speed a curve can be driven for various studies. This item will be housed at the Evansville MPO office. LPA's may also check it out at their convenience when they need to measure curves:

Total \$751; Federal HSIP - \$751; Local - \$0 FY 2017 (HSIP Penalty Funding)

FHWA and FTA, in cooperation with INDOT, reviewed the amendment and found it to be in compliance with 23 CFR 420, and it is hereby approved.

This approval does not constitute FHWA or FTA authorization of the associated Federal-aid funds. Please work with INDOT administrative staff to assure the associated funds are authorized.

Sincerely,

  
for Mayela Sosa,  
Division Administrator  
FHWA Indiana Division

cc: transmitted by email



March 6, 2017

Mr. Emmanuel Nsonwu  
Planning & Production/Urban Corridor  
Indiana Department of Transportation  
100N. Senate Avenue – N926  
Indianapolis, IN 46204

**Administrative Modification #1 to the FY 2017 & FY 2018 Unified Planning Work Program Des#1600643**

*TASK 600 Special Studies*

Add: The Evansville MPO will purchase a RDI Digital Ball Bank Indicator to use as a tool to measure the optimum speed a curve can be driven for various studies. This item will be housed at the Evansville MPO office. LPA's may also check it out at their convenience when they need to measure curves.

Source of funds: **100% HSIP \$751 FY 2017**

Please find attached the updated page to the FY 2017 & FY 2018 Unified Planning Work Program,

Should you have any questions, please contact us at 812.436.7833.

Sincerely

Seyed Shokouhzadeh  
Executive Director

SMS/KAA  
Enclosure(s)

RESOLUTION APPROVING AN AMENDMENT TO  
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
RESOLUTION 2017-1

**WHEREAS**, the Evansville Metropolitan Planning Organization is the organization designated by the Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the metropolitan transportation planning process required by 23 U.S.C. 134 Federal-Aid Highway planning requirements and 49 U.S.C. 1603 (a) (Federal Transit planning requirements) in the Evansville Urbanized Area; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration guidelines contained in Federal Register Vol. 58, No. 207, October 28, 1993, revised the planning regulations governing the development of metropolitan planning regulations; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has developed a Unified Planning Work Program as required under Section 450.314 in consultation with the State and the transit operators; and

**WHEREAS**, the Evansville Metropolitan Planning Organization Policy Committee is the policy body of the Evansville Metropolitan Planning Organization; and

**WHEREAS**, the Federal Highway Administration and Federal Transit Administration authorizes the expenditures for planning activities of the Metropolitan Planning Organizations; and

**WHEREAS**, proposed expenditures for planning activities are contained in the Unified Planning Work Program; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has complied with the CAAA requirements as they pertain to the development and conformity of the FY 2015 & FY 2016 Unified Planning Work Program; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration require endorsement by the policy body of the Metropolitan Planning Organization of a Unified Planning Work Program as a prerequisite to expenditure of Federal Highway Administration and Federal Transit Administration planning funds:

**ADDED FUNDING SOURCES TO FY 2018:**

**IN/PL 5303: Federal \$405,126; Local \$101,282; Total \$506,408**

**IN HSIP 100%: Federal \$100,000; Local \$0; Total \$100,000**

**IN STP: Federal \$138,435; Local \$34,609; Total \$173,044**

**SPR: Federal \$35,715; State \$1,565; Local \$7,364; Total \$44,644**

**IN SPR TRAFFIC COUNT: Federal \$10,400; State \$2,600; Total \$13,000**

**KY FTA 5303: Federal \$6,000; Local \$1,500; Total \$7,500**

**KY FTA 5307: Federal \$10,000; Local \$2,500; Total \$12,500**

**IN FTA 5307: Federal \$10,000; Local \$2,500; Total \$12,500**

**FTA Section 5310: Federal \$21,827; Local \$0; Total \$21,827**

**KY PL Funds: Federal \$62,400; State \$3,900; Local \$11,700; Total \$78,000**

**BE IT THEREFORE RESOLVED**, that the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of April 6th, 2017 endorses and approves the FY 2017 & FY 2018 Unified Planning Work Program.



Jack Corn, Jr., Chairman  
Evansville Metropolitan Planning Organization  
Policy Committee

4/6/17  
Date

RESOLUTION APPROVING AN AMENDMENT TO  
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
RESOLUTION 2017-2-UPWP

**WHEREAS**, the Evansville Metropolitan Planning Organization is the organization designated by the Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the metropolitan transportation planning process required by 23 U.S.C. 134 Federal-Aid Highway planning requirements and 49 U.S.C. 1603 (a) (Federal Transit planning requirements) in the Evansville Urbanized Area; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration guidelines contained in Federal Register Vol. 58, No. 207, October 28, 1993, revised the planning regulations governing the development of metropolitan planning regulations; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has developed a Unified Planning Work Program as required under Section 450.314 in consultation with the State and the transit operators; and

**WHEREAS**, the Evansville Metropolitan Planning Organization Policy Committee is the policy body of the Evansville Metropolitan Planning Organization; and

**WHEREAS**, the Federal Highway Administration and Federal Transit Administration authorizes the expenditures for planning activities of the Metropolitan Planning Organizations; and

**WHEREAS**, proposed expenditures for planning activities are contained in the Unified Planning Work Program; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has complied with the CAAA requirements as they pertain to the development and conformity of the FY 2017 & FY 2018 Unified Planning Work Program; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration require endorsement by the policy body of the Metropolitan Planning Organization of a Unified Planning Work Program as a prerequisite to expenditure of Federal Highway Administration and Federal Transit Administration planning funds:

**BE IT THEREFORE RESOLVED**, that the Evansville Metropolitan Planning Organization's FY 2017 & FY 2018 Unified Planning Work Program is amended as follows:

**Added funding source and project:**

**Add Additional Funding to Appendix B - "Alta Planning + Design – Bicycle and Pedestrian Connectivity Master Plan Technical Assistance and Implementation Activities Increase by: Total \$22,500; Federal STBGP funds \$18,000; \$4,500 Local.**

**ADOPTED**, by the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of **July 6<sup>th</sup>, 2017** endorses and approves the amendment to the FY 2017 & FY 2018 Unified Planning Work Program.



Jack Corn, Jr., Chairman

Evansville Metropolitan Planning Organization

Policy Committee

4/7/17  
Date

RESOLUTION APPROVING AN AMENDMENT TO  
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
RESOLUTION 2017-3-UPWP

**WHEREAS**, the Evansville Metropolitan Planning Organization is the organization designated by the Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the metropolitan transportation planning process required by 23 U.S.C. 134 Federal-Aid Highway planning requirements and 49 U.S.C. 1603 (a) (Federal Transit planning requirements) in the Evansville Urbanized Area; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration guidelines contained in Federal Register Vol. 58, No. 207, October 28, 1993, revised the planning regulations governing the development of metropolitan planning regulations; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has developed a Unified Planning Work Program as required under Section 450.314 in consultation with the State and the transit operators; and

**WHEREAS**, the Evansville Metropolitan Planning Organization Policy Committee is the policy body of the Evansville Metropolitan Planning Organization; and

**WHEREAS**, the Federal Highway Administration and Federal Transit Administration authorizes the expenditures for planning activities of the Metropolitan Planning Organizations; and

**WHEREAS**, proposed expenditures for planning activities are contained in the Unified Planning Work Program; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has complied with the CAAA requirements as they pertain to the development and conformity of the FY' 2017 & FY 2018 Unified Planning Work Program; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration require endorsement by the policy body of the Metropolitan Planning Organization of a Unified Planning Work Program as a prerequisite to expenditure of Federal Highway Administration and Federal Transit Administration planning funds:

**BE IT THEREFORE RESOLVED**, that the Evansville Metropolitan Planning Organization's FY 2017 & FY 2018 Unified Planning Work Program is amended as follows:

**Added funding source and project for FY 2018 through Dec. 31, 2019:**

**Add 3 years of SPR funding to Task 600 Special Studies - INDOT 4-county Traffic Count Project: Total \$124,000; Federal SPR funds \$99,200; \$24,800 State.**

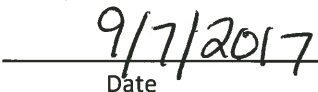
**ADOPTED**, by the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of **September 7<sup>th</sup>, 2017** endorses and approves the amendment to the FY 2017 & FY 2018 Unified Planning Work Program.



Jack Corn, Jr., Chairman

Evansville Metropolitan Planning Organization

Policy Committee

  
Date

RESOLUTION APPROVING AN AMENDMENT TO  
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
RESOLUTION 2018-1-UPWP

**WHEREAS**, the Evansville Metropolitan Planning Organization is the organization designated by the Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the metropolitan transportation planning process required by 23 U.S.C. 134 Federal-Aid Highway planning requirements and 49 U.S.C. 1603 (a) (Federal Transit planning requirements) in the Evansville Urbanized Area; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration guidelines contained in Federal Register Vol. 58, No. 207, October 28, 1993, revised the planning regulations governing the development of metropolitan planning regulations; and

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**WHEREAS**, the Federal Highway Administration and Federal Transit Administration authorizes the expenditures for planning activities of the Metropolitan Planning Organizations; and

**WHEREAS**, proposed expenditures for planning activities are contained in the Unified Planning Work Program; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has complied with the CAAA requirements as they pertain to the development and conformity of the FY' 2017 & FY 2018 Unified Planning Work Program; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration require endorsement by the policy body of the Metropolitan Planning Organization of a Unified Planning Work Program as a prerequisite to expenditure of Federal Highway Administration and Federal Transit Administration planning funds:

**BE IT THEREFORE RESOLVED**, that the Evansville Metropolitan Planning Organization's FY 2017 & FY 2018 Unified Planning Work Program is amended as follows:

**Added funding source and project for FY 2018 through June 30, 2018:**

**Add funding to Task 600 Special Studies - Remix Software: Total \$24,050; Federal STP funds \$19,240; \$4,810 Local.**

**ADOPTED**, by the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of **February 8<sup>th</sup>, 2018** endorses and approves the amendment to the FY 2017 & FY 2018 Unified Planning Work Program.



Jack Corn, Jr., Chairman

Evansville Metropolitan Planning Organization

Policy Committee

2/8/18  
Date

## ACKNOWLEDGEMENTS

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### EVANSVILLE METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE

Mr. Jack Corn, Jr.	Chairperson, Evansville City Council Appointment
Mr. Russell Sights	Vice Chairperson, Henderson City Manager
Mr. Lloyd Winnecke	Mayor, City of Evansville (TR)
Mr. Bruce Ungethiem	Vanderburgh County Commissioner
Dr. H. Dan Adams	Evansville City Council
Ms. Christy Powell	Newburgh Town Manager
Ms. Angela Koehler Lindsey	Vanderburgh County Council
Mr. Dan Saylor	Warrick County Commission
Mr. William Hubiak	Henderson County Appointment
Mr. Rusty Fowler	Indiana Department of Transportation
Mr. Wade Clements	Kentucky Transportation Cabinet
Mr. Joe Kiefer II	Vanderburgh County Commission Appointment
Mr. Todd M. Robertson	City of Evansville Mayoral Appointment (TR)
Mr. Joe McGuinness	Indiana Department of Transportation (NV)
Ms. Mayela Sosa	Indiana Federal Highway Administration (NV)
Mr. Antonio Johnson	Indiana Federal Highway Administration (NV)
Mr. Shawn Seals	Indiana Department of Environmental Management (NV)
Ms. Marisol Simon	Federal Transit Administration Region V (NV)
Ms. Susan Weber	Federal Transit Administration Region V (NV)
Mr. Thomas Nelson, Jr	Kentucky Federal Highway Administration (NV)
Ms. Bernadette Dupont	Kentucky Federal Highway Administration (NV)
Mr. Greg Thomas	Kentucky Transportation Cabinet (NV)
Mr. John Moore	Kentucky Transportation Cabinet (NV)
Ms. Leslie Poff	Kentucky Division of Air Quality (NV)

(NV) = Non-voting

(TR) = Transit representative

---

### EVANSVILLE METROPOLITAN PLANNING ORGANIZATION STAFF

Mr. Seyed Shokouhzadeh	Executive Director
Ms. Pamela Drach	Deputy Director, Chief Transportation Planner
Ms. Kari Akin	Finance Officer
Mr. Craig Luebke	Transportation Planner: Environmental/Rural/TIP
Ms. Laura Lamb	Transportation Planner: GIS/Freight/Land Use
Ms. Erin Schriefer	Senior Transportation Planner: Non-motorized/Public Outreach
Mr. Vishu Lingala	Transportation Planner: Travel Demand Modeling/GIS
Mr. Matt Schriefer	Transportation Planner: Public Transportation (Transit)
Mr. Jeff Okes	Transportation Technician

---

**EVANSVILLE METROPOLITAN PLANNING ORGANIZATION TECHNICAL COMMITTEE**

Mr. John Stoll ..... Chairperson, Vanderburgh County Engineer  
Mr. Ron London.....Vice-Chairperson, Evansville-Vanderburgh Area Plan Commission

**The following organizations are represented on the Technical Committee:**

- |  |   |
|--|---|
| American Engineers, Inc.                             | Henderson County Engineer                                     |
| American Medical Response                            | Henderson County Riverport                                    |
| Carver Community Organization                        | Henderson-Henderson County Chamber of Commerce                |
| Commonwealth Engineering, Inc.                       | Henderson-Henderson County Plan Commission                    |
| CSX Transportation                                   | Henderson Judge Executive                                     |
| Easter Seals Rehabilitation Center                   | Indiana Department of Environmental Management (Indianapolis) |
| Economic Development Coalition of Southwest Indiana  | Indiana Department of Transportation (Indianapolis)           |
| EnviroKinetics, Inc.                                 | Indiana Department of Transportation (Vincennes)              |
| Evansville ARC                                       | Indiana Southern Railroad                                     |
| Evansville Bicycle Club                              | Kentucky Transportation Cabinet (Frankfort)                   |
| Evansville Board of Public Safety                    | Kentucky Transportation Cabinet (Madisonville)                |
| Evansville Chamber of Commerce                       | Lochmueller Group   |
| Evansville City Engineer                             | Metropolitan Evansville Transit System                        |
| Evansville Department of Metropolitan Development    | Port of Indiana- Mount Vernon                                 |
| Evansville Department of Transportation and Services | Posey County Chamber  |
| Evansville Department of Urban Forestry              | River City Taxi   |
| Evansville Environmental Protection Agency           | St. Mary’s Trauma Hospital                                    |
| Evansville Parks and Recreation Department           | SIRS Inc.   |
| Evansville Police Department                         | University of Evansville                                      |
| Evansville Regional Airport                          | Vanderburgh County Emergency Management Agency                |
| Evansville Water and Sewer Department                | Vanderburgh County Engineer                                   |
| Federal Highway Administration (Indiana)             | Warrick County Economic Development                           |
| Federal Highway Administration (Kentucky)            | Warrick County Plan Commission                                |
| Federal Transit Administration (Region V)            | Warrick County School Corporation                             |
| Green River Area Development District                | Westside Improvement Association                              |
| Henderson Area Rapid Transit                         |   |
| Henderson City Engineer                              |   |
| Assistant Henderson City Manager                     |   |



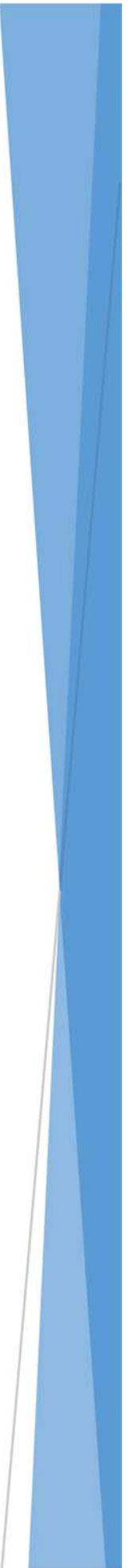
# INTRODUCTION

UNIFIED PLANNING WORK PROGRAM

PLANNING FACTORS

LIVABILITY PRINCIPLES

PLANNING EMPHASIS AREAS (PEAs)



## INTRODUCTION:

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### WHAT IS A UNIFIED PLANNING WORK PROGRAM (UPWP)?

*23 CFR 450.308 Funding for transportation planning and unified planning work programs.*

Each MPO, in cooperation with the States and public transportation operators, shall develop a UPWP that includes a discussion of the planning priorities facing the MPA. The UPWP shall identify work proposed for the next one or two-year period by major activity and task in sufficient detail to indicate who will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.

Creation of the UPWP follows the metropolitan transportation planning process. The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the planning factors.

The UPWP is also based around the Livability Principles. On June 16, 2009, the U.S. Department of Transportation, the U.S. Department of Housing and Urban Development and the U.S. Environmental Protection Agency announced an Interagency Partnership for Sustainable Communities and set forth six 'livability principles' to coordinate policy. The principles were adopted to help the agencies guide the allocation of funds to communities that manage their financial and physical resources in a manner that creates a dynamic environment that is efficient in its function, livable for its residents, enduring in its viability and results in a sense of well-being of its citizens. The Evansville MPO is a past recipient of the U.S. HUD Sustainable Communities Regional Planning Grant.

---

### WHAT ARE THE PLANNING FACTORS?

*23 CFR 450.306 Scope of the metropolitan transportation planning process.*

- (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; and
- (8) Emphasize the preservation of the existing transportation system.

---

## WHAT ARE THE LIVABILITY PRINCIPLES?

1. **Provide more transportation choices** to decrease household transportation costs, reduce our dependence on oil, improve air quality and promote public health.
2. **Expand location and energy efficient housing choices** for people of all ages, incomes, races and ethnicities to increase mobility and lower the combined cost of housing and transportation.
3. **Improve economic competitiveness of neighborhoods** by giving people reliable access to employment centers, educational opportunities, services and other basic needs.
4. **Target federal funding toward existing communities** through transit-oriented and land recycling to revitalize communities, reduce public works costs, and safeguard rural landscapes.
5. **Align federal policies and funding** to remove barriers to collaboration, leverage funding and increase the effectiveness of programs to plan for future growth.
6. **Enhance the unique characteristics of all communities** by investing in healthy, safe and walkable neighborhoods, whether rural, urban or suburban.

---

## WHAT ARE THE PLANNING EMPHASIS AREAS (PEAS)?

Annually, the Indiana and Kentucky Division Offices of FHWA issue the planning emphasis areas to be addressed in the future work programs of metropolitan planning organizations, the Indiana Department of Transportation (INDOT) and the Kentucky Transportation Cabinet (KYTC). The purpose of the PEAs is to focus the efforts on implementing the programs and reforms of Moving Ahead for Progress in 21<sup>st</sup> Century Act (MAP-21) and to begin implementation of the Fixing America's Surface Transportation Act (FAST Act).

### *The IN FY 2017 PEAs:*

1. **Title VI Program Management** – The MPO should ensure the Local Public Agencies (LPAs) comply with their Title VI nondiscrimination requirements when considering federal-aid highway funding for a local transportation project. The MPOs should review local governments' Title VI Plans and identify the person for Title VI, notification of nondiscrimination, a complaint process and steps used to collect and evaluate data on impacts from the LPA's programs and projects. If a plan is not in place with the project sponsor, steps should be taken to provide technical assistance for the development and implementation of the plan. Training materials can be provided. FHWA expects the MPOs to monitor the Title VI plan implementation and begin moving toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients.
2. **Performance based planning measures and targets**- MAP-21 requires implementation of performance-based plans and programs, as well as the formal use of performance measures. MPOs should work cooperatively with the State to set performance measures and targets.
3. **Ladders of Opportunity**- As part of the planning process, MPO's are encouraged to create better connected communities to centers of employment, education, and healthcare services, especially for non-drivers in distressed areas. There is a need to identify criteria for underserved populations and essential services and map connectivity and identify if gaps exist. Underserved populations include low income, minorities, elderly, Limited English Proficient (LEP) individuals, and persons with disabilities. Transportation services, such as transit, bicycle routes, etc., should be overlaid for the underserved populations to essential services such as health care facilities, schools, supermarkets, employment centers, voting/polling places, courthouses, recreational areas, bureau of motor vehicles, etc. MPO's should analyze the existing facilities and identify where there are planned projects or identify opportunities for potential projects.

4. **Program Highway Safety Improvement Program (HSIP) funds for safety planning activities and/or identify low cost systemic use of HSIP funds-** Up to 15% of the HSIP funds can be programmed for planning purposes for activities like Road Safety Audits and safety data collection and analysis.

**KY FY 2017 PEAs:**

**1. Implementation of the FAST Act**

- a. **Performance-Based Planning.** Address in planning documents as performance measures are released.
- b. **Expand Committees or Boards.** Include public ports and private transportation providers (intercity buses, carpools, etc.) in the planning process.
- c. **Consider Climate Change in Planning Process.** Consider projects/strategies to improve resilience and reliability of transportation system to mitigate storm water, and to enhance travel and tourism.

**2. Regional Models of Cooperation:** Ensure a regional approach to transportation planning by promoting cooperation and coordination.

- a. **Incorporate Joint Goals.** Incorporate goals for project delivery, congestion management, safety, freight, livability, and commerce that are common to Transit, MPO, and state into planning process.
- b. **Planning Agreements.** Update agreements to ensure that effective processes for cross-jurisdictional communication exist.
- c. **ITS Architecture.** Update and collaborate with partners (State, MPO, etc.) to ensure compatibility.

**3. Ladders of Opportunity:** Ensure access to essential services (employment, health care, schools/education, and recreation).

- a. **Identify criteria for underserved populations** (low income, minorities, elderly, LEP, Disabled) and essential services (health care, schools, supermarkets, employment centers, voting/polling places, courthouses, recreational areas, motor vehicle depts.).
- b. **Map existing connectivity.**
- c. **Identify gaps in connectivity and create solutions.** Develop and implement analytical methods to identify gaps in connectivity in existing and developing transportation system and potential solutions.
- d. **Participation Plans.** Evaluate the effectiveness of Participation Plans for engaging disadvantaged communities in the decision-making process.
- e. **Coordinated Human Service Public Transportation Plan.** Update same.
- f. **Bike/Ped facilities.** Assess the safety and condition of bike/ped facilities.
- g. **ADA Transition Plans.** Evaluate compliance with ADA, particularly around schools, concentrations of disadvantaged populations, social services, medical, and transit facilities.
- h. **EJ and Title VI.** Determine the funding, not just the number of projects, spent in these areas, and list in TIPs/MTPs.

The planning factors, livability principles, and the planning emphasis areas are used in the development of the Evansville MPO UPWP.

### **The IN FY 2018 PEAs:**

1. **National Performance Management Measurers** – All of the National Performance Measures for key areas such as safety, infrastructure conditions, congestion, system reliability, emissions, freight movement, as well as public transit safety and state-of-good repair have been issued. As referenced above, the INDOT and the MPOs must work cooperatively together to set performance measures and targets. We commend INDOT and the MPOs for establishing a committee to set safety targets and recommend this format be continued for the other performance areas.

2. **Title VI Program Management**- We continue our emphasis on the Title VI Program Management. When considering federal-aid highway funding for a local transportation project, the MPOs need to be able to ensure the Local Public Agencies (LPAs) complies with their Title VI nondiscrimination requirements. MPOs should survey local governments and determine if they have a current Title VI Plan that identifies a person responsible for Title VI, Notification of Nondiscrimination, a complaint process and steps used to collect and evaluate data on impacts from the LPA's programs and projects. If a plan is not in place with the project sponsor (a city, town, or county) steps should be taken to provide technical assistance for the development and implementation of such a plan. Please contact FHWA or INDOT for any training needs. This will have the effect of better ensuring that programs and projects adhere to the principles of nondiscrimination, as well as making the MPO's nondiscrimination self-certifications accurate. The FHWA expects INDOT and the MPOs to monitor Title VI plan implementation and begin moving toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients.

### **KY FY 2018 PEAs:**

1. **Update Planning MOAs to address FAST Act requirements**

- a. **Cooperative Agreements:** The MPO, State(s), and the providers of public transportation SHALL jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to:
  - i. Transportation performance data
  - ii. The selection of performance targets
  - iii. The reporting of performance targets
  - iv. The reporting of performance to be used in tracking progress toward attainment of critical outcomes for the regions of the MPO's
  - v. Collection of data for the State Asset Management Plan

2. **ADA Transition Plans:** Assist LPAs in developing Section 504 ADA Transition Plans.

3. **Multi Modal Plans:** Development of Multi Modal plans if not underway

4. **State Asset Management Plans:** Assist the State as needed in the development of the State Asset Management Plan

## WORK ELEMENTS

**100** ADMINISTRATION & PUBLIC PARTICIPATION

**200** DATA COLLECTION & ANALYSIS

**300** SHORT RANGE PLANNING & MANAGEMENT SYSTEMS

**400** LONG RANGE PLANNING

**500** TRANSIT & ACTIVE TRANSPORTATION

**600** OTHER PLANNING INITIATIVES/  
SPECIAL

## TASK 100 ADMINISTRATION /PUBLIC PARTICIPATION

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### PURPOSE

Administer a continuous, cooperative, and comprehensive metropolitan planning program to ensure that state and local partners maintain eligibility for the use of federal transportation funds to improve area roadways and transit systems. Keep MPO members and partners informed on regional trends and issues and the transportation planning process; engage stakeholders and the public in the development of regional policies; provide opportunities for meaningful input on proposed plans and programs; comply with guidelines of the adopted Public Participation Plan; continue to seek new methods of outreach.

### RECENT ACCOMPLISHMENTS

- Administered planning activities adopted in the FY 2015 & FY 2016 UPWP.
- Developed FY 2017 & FY 2018 UPWP.
- Created a new MPO website to provide a user-friendly experience for all users.
- Training and Webinars to promote professional growth for MPO staff.
- Handbook amendment to control health insurance rising costs.
- Compliance Review.
- General conference attendance to keep MPO staff informed of new regulations pertinent to their occupation and networking opportunities to brainstorm with other planners throughout the state in the same occupation.
- Creation of Limited English Proficiency (LEP) Plans and Spanish translated documents.
- Title VI Programs for Henderson Area Rapid Transit (HART), Metropolitan Evansville Transit System (METS), and EMPO.
- Updated 2016 Public Participation Plan.

### FY 2017 & FY 2018 ACTIVITIES

- Televised, live streaming and recorded Policy Meetings.
- Monitor laws and ordinances including the FAST Act.
- MPO Council and working groups.
- Social media, website updates, public notices, media coverage, and news releases to allow the general public to be “in the know”. Staff will also answer inquiries electronically, through social media, or in person.
- Work with regional, Federal, and State partners to coordinate transportation planning efforts across IN-KY area including transit agencies and adjacent rural planning organizations.
- Ensure that all interested parties are treated equally including but not limited to the elderly, disabled, low income, and minority populations.
- Provide documents in requested languages.
- Create Title VI programs and update the LEP plan as needed. Determine Environmental Justice and Title VI funding spent in these areas. Ensure that LPAs comply with nondiscrimination requirements and monitor implementation of their Title VI program.
- Continue to monitor LPA’s Americans with Disabilities Act Transition Plans and other ADA compliance requirements. Concentrations around transit facilities, schools, disadvantaged populations, social services, and medical areas will be of concern.

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## FY 2017 & FY 2018 ACTIVITIES CONTINUED

- Administer monthly technical and policy meetings including preparing agendas, minutes, materials, and publicizing the information to citizens.
- Update the Public Participation Plan as necessary and follow the procedures when notifying the public. Evaluate the effectiveness of the plan for engaging disadvantaged communities in the decision-making process.
- Monitor best practices for transportation planning by attending workshops and conferences and by participating in industry associations such as Transportation for America, National Academies of Science Transportation Research Board, Institute of Transportation Engineers, McTrans – University of Florida Transportation Institute among others.
- Certification Review activities to prepare for the Certification Review to take place in FY 2017.
- Inform the public about federal-aid improvement projects for the area through a monthly project update report at public meetings and through electronic means.
- Cooperatively work with the State DOTs to establish the administrative and technical procedures required to meet federal planning requirements; prepare and review contractual agreements as necessary; participate in MPO meetings; distribute special and annual reports and study documents; review and analyze individual transportation planning projects and studies; and undertake general administrative activities in support of the metropolitan planning program.
- Prepare updates to the FY 2017 & FY 2018 UPWP and amend FY 2018 funding.
- Annual audit performed by the State Board of Accounts to certify that the proper financial procedures are being considered.
- Administer planning grants by submitting reimbursements and tracking funding through the grants.
- Complete and approve the annual budget and annual performance and expenditures completion report.
- Prepare updates to the Memorandum of Agreement between the MPO, States, and transit agencies.
- Continue to amend the handbook policies as needed.
- Monitor and survey local government's Title VI programs.
- Provide technical support to local governments for development and implementation of their Title VI plans.
- Assist LPAs in developing Section 504 ADA Transition Plans.
- Update the Planning MOA to address FAST Act requirements especially in the sharing, selection, reporting, and data collection of performance targets.



## FINAL PRODUCTS

- FY 2016 Annual Performance and Expenditures Completion Report
- FY 2017 Annual Performance and Expenditures Completion Report
- FY 2016 Annual Audit and CFDA letters to the appropriate agencies
- FY 2017 Annual Audit and CFDA letters
- Quarterly invoice and progress reports
- Public Participation Plan updates
- FY 2017 & FY 2018 Unified Planning Work Program amendments (April 2017)
- FY 2018 budget
- FY 2019 budget
- FY 2018 Cost Allocation Plan
- FY 2019 Cost Allocation Plan
- FY 2018 contracts and applications
- FY 2019 contract review and applications
- Quarter/year-end forms: W-2's, 1096, 1099-Misc, Wh-3, W-3, Form 100-R and Annual Report
- Monthly Project Update reports
- Televised Meetings
- Minutes, agenda, and supporting documentation
- Public notices, media coverage, news releases
- Web-based information systems: Facebook, website, etc.
- EJ/Title VI funding and project list in TIP and MTP.
- Title VI documents
- Limited English Proficiency Plan updates
- Certification Review
- Trainings, webinars, conferences including the Indiana MPO Conference
- ADA Transition Plan status report

### Task 100 Budget Summary

FY 2017		1-Jul-16 through		30-Jun-17	
State	PL	State Match	Local Match	Total	
IN	\$ 133,600	\$ -	\$ 33,400	\$ 167,000	
KY	\$ 14,400	\$ 900	\$ 2,700	\$ 18,000	
<b>TOTAL</b>	<b>\$ 148,000</b>	<b>\$ 900</b>	<b>\$ 36,100</b>	<b>\$ 185,000</b>	

man hours 3,700

FY 2018		1-Jul-17 through		30-Jun-18	
State	PL	State Match	Local Match	Total	
IN	\$ 129,000	\$ -	\$ 32,250	\$ 161,250	
KY	\$ 14,400	\$ 900	\$ 2,700	\$ 18,000	
<b>TOTAL</b>	<b>\$ 143,400</b>	<b>\$ 900</b>	<b>\$ 34,950</b>	<b>\$ 179,250</b>	

man hours 3,460

Responsibility : The Evansville MPO Staff

## TASK 200 DATA COLLECTION & ANALYSIS

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### PURPOSE

Maintain and analyze data to support transportation planning and facility/system design; develop planning models to forecast future population and employment growth, land development, traffic volumes, transit ridership, and to identify potential impacts of growth and/ or policy proposals on public health and the environment

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### RECENT ACCOMPLISHMENTS

- Replaced Hi-Star traffic counters with more reliable tube counters.
  - Collection of traffic count data and turning movement data for local and state governments and LPA's to help assist in making informed transportation decisions.
  - Created GIS map layers to provide a visual and user friendly way to provide data to users. Many of these layers are available on the newly designed website.
  - Added a Land Use Model HELPViz to assist in planning decision making.
  - Regional Pavement Management Process software and data collection
- 

### FY 2017 & FY 2018 ACTIVITIES

- Continue to collect data and build models to evaluate the potential effects of changes in regional growth and/ or the transportation system on the environment.
- Host regularly scheduled user groups for the regional pavement management system.
- Continue to compile and analyze data to monitor regional congestion in accordance with federal planning requirements for a congestion management process.
- Continue to compile and analyze data to monitor roadway safety.
- Continue to collect vehicle classification data for use in developing axle correction factors.
- Continue to create GIS traffic count layers and maps.
- Continue to conduct capacity analysis for signalized intersections on HPMS sections.
- Continue to make improvements and utilize the Travel Demand Model and integrated Land Use model.
- Monitor and update the Urbanized Area Boundaries as necessary and continue to monitor US Census data through the Census Transportation Planning Products.
- Continue to monitor and update the functional classification maps as necessary in coordination with INDOT and KYTC.
- Coordinate the Highway Safety Improvement Program (HSIP) by collecting, analyzing, and mapping crash data points. Crash data layers will be available for Warrick and Vanderburgh counties as they become available.
- Continue to use the MicoPAVER and PASER pavement management software to assist LPAs in selecting projects in their areas.

**INDOT TRAFFIC COUNT PROGRAM:** Continue to collect traffic data for INDOT in Gibson, Posey, Vanderburgh, and Warrick counties on a 3-year schedule.

**RURAL PLANNING – POSEY & GIBSON COUNTIES:** Continue to collect traffic data for INDOT in Gibson and Posey counties.

- Assist the local governments in Posey and Gibson counties on grant initiatives and planning support such as Stellar Communities, Regional Cities, and Section 5311 initiatives.
- Provide technical assistance to INDOT in these rural counties.

**FINAL PRODUCTS**

- Data files (traffic counts, GPS locations, turning movements)
- GIS Layers
- Traffic Volume Maps
- Congestion Management Process Updates
- Grant Applications (rural/traffic counts)
- Premium Rural Countywide traffic counts including RR crossings and GPS locations

**Task 200 Budget Summary**

<b>FY 2017</b>		1-Jul-16		through		30-Jun-17		
<b>State</b>	<b>PL</b>	<b>HSIP (100%)</b>	<b>SPR</b>	<b>SPR T.C.</b>	<b>State Match</b>	<b>Local Match</b>	<b>Total</b>	
IN	\$ 33,735	\$ 100,000	\$ 37,081	\$ 9,600	\$ 3,910	\$ 16,194	\$ 200,520	
KY	\$ 4,800				\$ 300	\$ 900	\$ 6,000	
<b>TOTAL</b>	<b>\$ 38,535</b>	<b>\$ 100,000</b>	<b>\$ 37,081</b>	<b>\$ 9,600</b>	<b>\$ 4,210</b>	<b>\$ 17,094</b>	<b>\$ 206,520</b>	
man hours	4,130							
<b>FY 2018</b>		1-Jul-17		through		30-Jun-18		
<b>State</b>	<b>PL</b>	<b>HSIP (100%)</b>	<b>SPR</b>	<b>SPR T.C.</b>	<b>State Match</b>	<b>Local Match</b>	<b>Total</b>	
IN	\$ 33,261	\$ 100,000	\$ 35,715	\$ 10,400	\$ 4,165	\$ 15,680	\$ 199,221	
KY	\$ 4,800				\$ 300	\$ 900	\$ 6,000	
<b>TOTAL</b>	<b>\$ 38,061</b>				<b>\$ 4,465</b>	<b>\$ 16,580</b>	<b>\$ 205,221</b>	
man hours	3960							

Responsibility : The Evansville MPO Staff

## TASK 300 SHORT RANGE PLANNING / MANAGEMENT SYSTEMS

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### PURPOSE

Maintain a regional program that prioritizes and schedules transportation projects consistent with adopted short-range plans of the state and region. Administer competitive grant programs as scheduled.

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### RECENT ACCOMPLISHMENTS

- Processed TIP amendments and modifications and resolutions.
  - Submitted the obligated projects list.
  - FY 2016-2019 TIP.
  - Surface Transportation Block Grant Program (STBGP) Henderson & Indiana applications.
  - Quarterly Project Tracking meetings and forms.
  - Planning & Environmental Linkages (PEL) including Red Flag Investigations, storm water management, and green infrastructure.
  - Responses for traffic impact studies, re-zonings, and subdivisions.
- 

### FY 2017 & FY 2018 ACTIVITIES

- Process TIP amendments, modifications, and resolutions.
- Complete a FY 2018-2021 Transportation Improvement Program.
- Continue to meet quarterly with LPAs on Federal Aid projects to track their progress with a focus on time, budget, and project delivery.
- Continue to administer a Call for Projects for Federal funding related projects.
- Coordinate project solicitation for projects that will continue to improve air quality. Monitor the projects.
- Continue to monitor and plan for freight related travel.
- Identify Urban Freight Corridors and Critical Rural Freight Corridors in the state portion of the National Highway Freight Network and consult with state freight staff.
- Continue to provide technical assistance for competitive grant opportunities that exist.
- Continue to assist Vanderburgh County, the City of Evansville, Warrick County, the Town of Newburgh, the City of Henderson and Henderson County in specialized short-range transportation requests reasonably requested within time and budget restraints. Address change orders and the process.
- Continue to coordinate, review, and monitor the KYTC Unscheduled Projects/ Needs list and prioritization.
- Continue to monitor and track the INDOT Program of Projects.
- Continue to coordinate the Annual Listing of Obligated Projects.
- Continue to conduct Red Flag Investigations (RFI) as part of the TIP development process.
- Continue to evaluate rezoning petitions, site development plans, subdivisions, right of way vacations, Traffic Impact Studies (TIS), and specific transportation facility requests as well as access, parking, signal, safety, signing, and design considerations.
- Continue to monitor ITS Architecture projects and update as necessary.
- Continue to monitor programming in the Five-Year financial plan to utilize prior year balances.

- Establish a Henderson Project Coordination Team (PCT) to meet with State and Local stakeholders and track Federal aid projects in Henderson, KY.
- Process federal aid applications awarded from the call for projects through the Surface Transportation Block Grant Program – Transportation Alternatives Set-Aside including but not limited to SHN, STP, CMAQ, Transportation alternatives.
- Continue to explore ways to evaluate how the TIP’s investment priorities will help achieve targets established in the MTP

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## FINAL PRODUCTS

- TIP amendments, modifications, and resolutions
- FY 2018-2021 Transportation Improvement Program (TIP)
- Traffic Impact Studies, right of way vacations, rezoning petitions, site review petitions, and subdivision review
- Recommendations on Federal Aid Projects
- (STGBT) Project Applications
- Planning and Environmental Linkages efforts including Red Flag Investigations, storm water management, and green infrastructure
- Obligated Projects List
- Quarterly Project Tracking meetings and forms
- ITS Architecture Updates
- Regional Pavement Management System updates to assist in the local five-year planning
- Henderson Project Coordination Team meetings
- Project Identification Forms (KY)

### Task 300 Budget Summary

FY 2017		1-Jul-16	through	30-Jun-17		
State	PL	STP	State Match	Local Match	Total	
IN	\$ 129,600	\$ 60,000	\$ -	\$ 47,400	\$ 237,000	
KY	\$ 22,400	\$ -	\$ 1,400	\$ 4,200	\$ 28,000	
<b>TOTAL</b>	<b>\$ 152,000</b>	<b>\$ 60,000</b>	<b>\$ 1,400</b>	<b>\$ 51,600</b>	<b>\$ 265,000</b>	

man hours 5,300

FY 2018		1-Jul-17	through	30-Jun-18		
State	PL	STP	State Match	Local Match	Total	
IN	\$ 132,865	\$ 65,135		\$ 49,500	\$ 247,500	
KY	\$ 22,400		\$ 1,400	\$ 4,200	\$ 28,000	
<b>TOTAL</b>	<b>\$ 155,265</b>	<b>\$ 65,135</b>	<b>\$ 1,400</b>	<b>\$ 53,700</b>	<b>\$ 275,500</b>	

man hours 5,316

Responsibility : The Evansville MPO Staff

## TASK 400 LONG RANGE PLANNING

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### PURPOSE

Maintain a long range plan for the region's transportation needs that is technically based on the latest available land use, demographics, and travel pattern data; philosophically based on regional goals and values, and financially based on predictable, reliable funding sources. Integrate transportation planning with land use, economic development, environmental, air quality, and public health considerations.

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### RECENT ACCOMPLISHMENTS

- CMAQ call for projects
  - 2040 Metropolitan Transportation Plan
  - Air Quality Updates
  - Conduct CMAQ and air quality analysis for project support
- 

### FY 2017 & FY 2018 ACTIVITIES

- Establish and track targets and performance measures provided in the Metropolitan Transportation Plan. Continue to work with the States as these performance measures and targets become available.
- Provide updates to the 20-year horizon Metropolitan Transportation Plan. The MTP incorporates planning elements such as demographics, financial constraint, public transportation, transportation connectivity, freight, safety and security, preservation, congestion, air quality, and bicycle and pedestrian transportation.
- Coordinate long range transportation and air quality planning with local, state, and federal agencies in accordance with the Transportation Air Quality Conformity Protocol and state and local regulations.
- Participate in consultations with state agencies to discuss Air Quality issues.
- Engage all areas of the transportation network for input into the MTP including the Henderson Riverport.
- Monitor the effects of climate change on transportation systems including strategies to improve resilience and reliability of transportation systems, to mitigate storm water and to enhance travel and tourism.
- Conduct CMAQ and air quality analysis for future transportation projects, including eligibility determination.
- Partner with INDOT – Vincennes District staff with the management of corridor studies on US 41 and on SR 66/SR 62.
- Management activities associated with corridor studies including, but not limited to, modeling and other technical coordination, fiscal oversight of contracts, meeting coordination, and document review.
- Development of Multi Modal Plans
- Assist the State as needed in development of the State Asset Management Plan
- Incorporate the National Performance Measures which have been issued
- Select, report, share, and collection of data according to FAST Act requirements for the performance targets

## FINAL PRODUCTS

- Targets and Performance Measures
- Goals (FAST Act)
- 2045 Metropolitan Transportation Plan Updates
- INDOT Corridor Studies conducted by the consultant in partnership with the EMPO.

### Task 400 Budget Summary

FY 2017		1-Jul-16	through	30-Jun-17		
State	PL	STP	State Match	Local Match	Total	
IN	\$ 52,823	\$ 45,844	\$ -	\$ 24,667	\$ 123,334	
KY	\$ 8,800	\$ -	\$ 550	\$ 1,650	\$ 11,000	
<b>TOTAL</b>	<b>\$ 61,623</b>	<b>\$ 45,844</b>	<b>\$ 550</b>	<b>\$ 26,317</b>	<b>\$ 134,334</b>	

man hours 2,687

FY 2018		1-Jul-17	through	30-Jun-18		
State	PL	STP	State Match	Local Match	Total	
IN	\$ 50,000	\$ 73,300	\$ -	\$ 30,825	\$ 154,125	
KY	\$ 9,600		\$ 600	\$ 1,800	\$ 12,000	
<b>TOTAL</b>	<b>\$ 59,600</b>		<b>\$ 600</b>	<b>\$ 32,625</b>	<b>\$ 166,125</b>	

man hours 3,206

Responsibility : The Evansville MPO Staff

## TASK 500 TRANSIT AND ACTIVE TRANSPORTATION

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### PURPOSE

To provide the communities with transportation choices that include public transit and bicycle/pedestrian facilities to improve the quality of life and safety for all users.

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### RECENT ACCOMPLISHMENTS

- METS Comprehensive Operational Analysis (COA)
  - Evansville Bike and Pedestrian Connectivity Master Plan
  - Bicycle and pedestrian counts program (the National Bicycle and Pedestrian Documentation Project)
  - Greater Henderson Bicycle and Pedestrian Master Plan
  - Bicycle Safety Pamphlets
  - Ride Guides (HART)
- 

### FY 2017 & FY 2018 ACTIVITIES

- Integrate Ladders of Opportunity by identifying gaps in connectivity of the transit and active transportation system to provide the public with adequate essential services such as employment, health care, grocery suppliers, schools, education, and recreation.
- Monitor active transportation projects and funding, including Safe Routes to School projects.
- Continue the Bicycle and Pedestrian Counts Program, including data submittal to the National Database.
- Provide technical assistance to LPAs, engineers, and city officials on various pedestrian crossing and bicycle improvements using current bicycle and pedestrian master plans for reference. Encourage the use of best practices in design to support bicycle and pedestrian safety.
- Encourage compliance with EMPO's Complete Streets Policy on Federally funded projects. Also encourage LPAs to adopt a local-level Complete Streets Policy.
- Coordinate and support bicycle and pedestrian teams and health and wellness organizations, to promote the use and planning of bicycle and pedestrian improvements.
- Coordinate the FTA 5310 program by administering a call for projects.
- Update the Coordinated Public Human Services Plan in cooperation with the States, public and private transportation providers, and health and human service organizations including organizations supporting the elderly and disabled.
- Provide technical assistance to transit agencies and other transit providers including triennial review, TrAMS, and civil rights activities.
- File required annual Certifications and Assurances, create FTA grants in the TrAMS system and follow participation program requirements.
- Provide planning assistance to HART and METS as needed in the production of new marketing materials, route planning, or special requests.
- Monitor use of METS Mobility and HART Paratransit services by elderly and disabled riders.
- Coordinate with all transit agencies to support regional connectivity with transit providers.
- Conduct vehicle audits of awarded Section 5310 vehicles.
- Provide assistance to HART and METS as needed in developing Transit Asset management and Transit Safety performance measures and targets.



**FINAL PRODUCTS**

- Updates to the bicycle and pedestrian plans as needed
- Attendance at bicycle and pedestrian related meetings
- Various materials promoting pedestrian and bicycle safety and transit use.
- Annual Certifications and Assurances
- FTA 5307, 5310, 5339 Grant Applications
- Coordinated Public Transit-Human Services Plan update
- (Transit) Program Management Plan Update
- Quarterly FTA Milestone and Federal Financial Reports
- Required inspection of 5310 vehicle records

**Task 500 Budget Summary**

FY 2017		1-Jul-16 through		30-Jun-17			
State	PL	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total
IN	\$ 60,707	\$ -	\$ 10,000	\$ -	\$ -	\$ 17,677	\$ 88,384
KY	\$ 11,200	\$ 6,000	\$ 10,000	\$ -	\$ 700	\$ 6,100	\$ 34,000
FTA Direct	\$ -	\$ -	\$ -	\$ 22,161	\$ -	\$ -	\$ 22,161
<b>TOTAL</b>	<b>\$ 71,907</b>	<b>\$ 6,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 700</b>	<b>\$ 23,777</b>	<b>\$ 144,545</b>

man hours 2,891

FY 2018		1-Jul-17 through		30-Jun-18			
State	PL	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total
IN	\$ 60,000		\$ 10,000		\$ -	\$ 17,500	\$ 87,500
KY	\$ 11,200	\$ 6,000	\$ 10,000		\$ 700	\$ 6,100	\$ 34,000
FTA Direct				\$ 21,827			\$ 21,827
<b>TOTAL</b>	<b>\$ 71,200</b>	<b>\$ 6,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 700</b>	<b>\$ 23,600</b>	<b>\$ 143,327</b>

man hours 2,766

Responsibility : The Evansville MPO Staff in cooperation with local transit agencies

## TASK 600 SPECIAL STUDIES

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### PURPOSE

**Project 1- Ball Bank:** To purchase a RDI Digital Ball Bank Indicator to use as a tool to measure the optimum speed a curve can be driven for various studies and to meet regulations.

**Project 2- INDOT 4-County Traffic Count Project** - to conduct approximately 539 traffic counts for INDOT in Gibson, Posey, Vanderburgh, and Warrick counties beginning July 1, 2017 through December 31, 2019.

**Project 3 – Remix Software** – To purchase Remix software to use as a tool to assist the transit agencies in transit planning and route design as well as with Title VI analysis and reporting. Remix is the only web-based transit planning & scheduling software platform that provides rapid route design, import/ analysis / modification of existing transit routes, demographic analysis, operating cost calculations, travel time visualizations, and Title VI analysis into a single integrated platform for transit planning.

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### RECENT ACCOMPLISHMENTS

**Project 1** -N/A This is a one-time purchase. **Projects 2 & 3** – N/A This is the first time for this project.

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### FY 2017 & FY 2018 ACTIVITIES

**FY 2017 Project 1** -The MPO will utilize the RDI Digital Ball Bank Indicator to measure curves for various studies. The MPO will allow LPA's to check out the indicator at their convenience when they need to measure curves.

**FY 2018 -19 Project 2-** Conduct approximately 539 traffic counts in Gibson, Posey, Vanderburgh, and Warrick counties, plus recounts as needed.

- EMPO will carry out this project in accordance with accepted INDOT practices.
- EMPO will load data through MS2.
- Counts will be taken with standard tube counters or INDOT approved MioVision technology in which INDOT will pay MioVision directly for processing data through MioVision.
- EMPO will maintain original files for a period of 7 years from the date of collection.

**FY 2018 Project 3** – The MPO will utilize Remix for Transit Planning, Travel Time Visualizations, Route modifications and design, Title VI analysis & reporting.

---

### FINAL PRODUCTS

**Project 1-** Acquisition of a Digital Ball Bank Indicator

**Project 2** – Traffic Count Data Files, MioVision Cameras and equipment.

**Project 3** – Acquisition of Remix Software, Reports – Title VI, Route Design, Travel Time

**Task 600 Budget Summary**

<b>FY 2017</b>		1-Jul-16	through	30-Jun-17			
<b>State</b>	<b>HSIP 100%</b>	<b>State Match</b>	<b>Local Match</b>	<b>Total</b>			
IN	\$ 751	\$ -	\$ -	\$ 751			
KY							
<b>TOTAL</b>	<b>\$ 751</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 751</b>			

man hours - This is acquisition of equipment

<b>FY 2018</b>		1-Feb-18	through	30-Jun-18			
<b>State</b>	<b>STP</b>	<b>State Match</b>	<b>Local Match</b>	<b>Total</b>			
IN	\$ 19,240	\$ -	\$ 4,810	\$ 24,050			
KY							
<b>TOTAL</b>	<b>\$ 19,240</b>	<b>\$ -</b>	<b>\$ 4,810</b>	<b>\$ 24,050</b>			

man hours - This is acquisition of software  
 METS will provide \$4,177 local match HART will provide \$633 local match

<b>TOTAL Contr</b>		1-Jul-17	through	31-Dec-19	<b>EST for just FY 2018</b>		
<b>State</b>	<b>SPR</b>	<b>State Match</b>	<b>Local Match</b>	<b>Total</b>	<b>SPR</b>	<b>State Match</b>	<b>Total</b>
IN	\$ 99,200	\$ 24,800	\$ -	\$ 124,000	\$ 27,200	\$ 6,800	\$ 34,000
KY							
<b>TOTAL</b>	<b>\$ 99,200</b>	<b>\$ 24,800</b>	<b>\$ -</b>	<b>\$ 124,000</b>	<b>\$ 27,200</b>	<b>\$ 6,800</b>	<b>\$ 34,000</b>

man hours - \$200 per location with a 13% contingency for re-counts.  
 Balances will be carried forward through December 31, 2019 when all counts have been successfully completed.  
 Responsibility : The Evansville MPO Staff

## BUDGET TABLES

FY 2017 BUDGET SUMMARIES BY TASK  
AND STATE

FY 2018 BUDGET SUMMARIES BY TASK  
AND STATE

FUNDING BY SOURCE

300 SHORT RANGE PLANNING &  
MANAGEMENT SYSTEMS

FY 2017 BUDGET

FY 2018 BUDGET

BUDGET TABLES

FY 2017 BUDGET SUMMARIES BY TASK AND STATE

FY 2017 TOTAL BUDGET SUMMARIES

TASK	Title	State	1-Jul-16 through		30-Jun-17		FY 2017										
			PL	STP	HSIP (100%)	SPR	SPR T.C.	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total				
100	Admin/Pub	IN	\$ 133,600														
100	Admin/Pub	KY	\$ 14,400														
200	Data	IN	\$ 33,735														
200	Data	KY	\$ 4,800														
300	Short Plan	IN	\$ 129,600	\$ 60,000													
300	Short Plan	KY	\$ 22,400	\$ -													
400	Long Plan	IN	\$ 52,823	\$ 45,844													
400	Long Plan	KY	\$ 8,800	\$ -													
500	Transit/Ped	IN	\$ 60,707														
500	Transit/Ped	KY	\$ 11,200														
500	Transit/Ped	FTA Direct	\$ -														
600	Special	IN	\$ -		\$ 751												
	TOTAL		\$ 472,065	\$ 105,844	\$ 100,751	\$ 37,081	\$ 9,600	\$ 20,000	\$ 22,161	\$ 7,760	\$ 154,888	\$ 936,150					

FY 2017 INDIANA BUDGET SUMMARY

TASK	Title	State	1-Jul-16 through		30-Jun-17		FY 2017										
			PL	STP	HSIP (100%)	SPR	SPR T.C.	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total				
100	Admin/Pub	IN	\$ 133,600														
200	Data	IN	\$ 33,735														
300	Short Plan	IN	\$ 129,600	\$ 60,000													
400	Long Plan	IN	\$ 52,823	\$ 45,844													
500	Transit/Ped	IN	\$ 60,707														
500	Transit/Ped	FTA Direct	\$ -														
600	Special	IN	\$ -		\$ 751												
	TOTAL		\$ 410,465	\$ 105,844	\$ 100,751	\$ 37,081	\$ 9,600	\$ 10,000	\$ 22,161	\$ 3,910	\$ 139,338	\$ 839,150					

FY 2017 KENTUCKY BUDGET SUMMARY

TASK	Title	State	1-Jul-16 through		30-Jun-17		FY 2017										
			PL	STP	HSIP (100%)	SPR	SPR T.C.	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total				
100	Admin/Pub	KY	\$ 14,400														
200	Data	KY	\$ 4,800														
300	Short Plan	KY	\$ 22,400	\$ -													
400	Long Plan	KY	\$ 8,800	\$ -													
500	Transit/Ped	KY	\$ 11,200														
	TOTAL		\$ 61,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,850	\$ 15,550	\$ 97,000					

# 2018 BUDGET SUMMARIES BY TASK AND STATE

## FY 2018 TOTAL BUDGET SUMMARIES

FY 2018		1-Jul-17		through		30-Jun-18								
TASK	Title	State	FHWA						FTA			State Match	Local Match	Total
			PL	STP	HSIP (100%)	SPR	SPR STC	SPR T.C.	FTA 5303	FTA 5307	FTA 5310			
100	Admin/Pub	IN	\$ 129,000										\$ 32,250	\$ 161,250
100	Admin/Pub	KY	\$ 14,400									\$ 900	\$ 2,700	\$ 18,000
200	Data	IN	\$ 33,261		\$ 100,000	\$ 35,715		\$ 10,400				\$ 4,165	\$ 15,680	\$ 199,221
200	Data	KY	\$ 4,800									\$ 300	\$ 900	\$ 6,000
300	Short Plan	IN	\$ 132,865	\$ 65,135									\$ 49,500	\$ 247,500
300	Short Plan	KY	\$ 22,400									\$ 1,400	\$ 4,200	\$ 28,000
400	Long Plan	IN	\$ 50,000	\$ 73,300									\$ 30,825	\$ 154,125
400	Long Plan	KY	\$ 9,600									\$ 600	\$ 1,800	\$ 12,000
500	Transit/Ped	IN	\$ 60,000							\$ 10,000			\$ 17,500	\$ 87,500
500	Transit/Ped	KY	\$ 11,200						\$ 6,000	\$ 10,000		\$ 700	\$ 6,100	\$ 34,000
500	Transit/Ped	FTA Direct										\$ 21,827		\$ 21,827
600	Special	IN					\$ 27,200					\$ 6,800		\$ 34,000
Appen B	ALTA	IN		\$ 18,000									\$ 4,500	\$ 22,500
<b>TOTAL</b>			<b>\$ 467,526</b>	<b>\$ 156,435</b>	<b>\$ 100,000</b>	<b>\$ 35,715</b>	<b>\$ 27,200</b>	<b>\$ 10,400</b>	<b>\$ 6,000</b>	<b>\$ 20,000</b>	<b>\$ 21,827</b>	<b>\$ 14,865</b>	<b>\$ 165,955</b>	<b>\$ 1,025,923</b>

## FY 2018 INDIANA BUDGET SUMMARY

TASK	Title	State	FHWA						FTA			State Match	Local Match	Total
			PL	STP	HSIP (100%)	SPR	SPR STC	SPR T.C.	FTA 5303	FTA 5307	FTA 5310			
100	Admin/Pub	IN	\$ 129,000										\$ 32,250	\$ 161,250
200	Data	IN	\$ 33,261		\$ 100,000	\$ 35,715		\$ 10,400				\$ 4,165	\$ 15,680	\$ 199,221
300	Short Plan	IN	\$ 132,865	\$ 65,135									\$ 49,500	\$ 247,500
400	Long Plan	IN	\$ 50,000	\$ 73,300									\$ 30,825	\$ 154,125
500	Transit/Ped	IN	\$ 60,000							\$ 10,000			\$ 17,500	\$ 87,500
500	Transit/Ped	FTA Direct										\$ 21,827		\$ 21,827
600	Special	IN		\$ 19,240			\$ 27,200					\$ 6,800	\$ 4,810	\$ 58,050
Appen B	ALTA	IN		\$ 18,000									\$ 4,500	\$ 22,500
<b>TOTAL</b>			<b>\$ 405,126</b>	<b>\$ 175,675</b>	<b>\$ 100,000</b>	<b>\$ 35,715</b>	<b>\$ 27,200</b>	<b>\$ 10,400</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 21,827</b>	<b>\$ 10,965</b>	<b>\$ 155,065</b>	<b>\$ 951,973</b>

## FY 2018 KENTUCKY BUDGET SUMMARY

TASK	Title	State	FHWA						FTA			State Match	Local Match	Total
			PL	STP	HSIP (100%)	SPR	SPR STC	SPR T.C.	FTA 5303	FTA 5307	FTA 5310			
100	Admin/Pub	KY	\$ 14,400									\$ 900	\$ 2,700	\$ 18,000
200	Data	KY	\$ 4,800									\$ 300	\$ 900	\$ 6,000
300	Short Plan	KY	\$ 22,400									\$ 1,400	\$ 4,200	\$ 28,000
400	Long Plan	KY	\$ 9,600						\$ 6,000	\$ 10,000		\$ 600	\$ 1,800	\$ 28,000
500	Transit/Ped	KY	\$ 11,200									\$ 700	\$ 6,100	\$ 18,000
<b>TOTAL</b>			<b>\$ 62,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 3,900</b>	<b>\$ 15,700</b>	<b>\$ 98,000</b>

## Funding by Source

SOURCE	FY 2017				FY 2018			
	Federal	State	Local	Total	Federal	State	Local	Total
IN PL/5303	\$410,465	\$0	\$102,616	\$513,081	\$405,126	\$0	\$101,282	\$506,408
IN HSIP 100%	\$100,751	\$0	\$0	\$100,751	\$100,000	\$0	\$0	\$100,000
IN STP	\$105,844	\$0	\$26,461	\$132,305	\$156,435	\$0	\$39,109	\$195,544
IN STP-Remix	\$0	\$0	\$0	\$0	\$19,240	\$0	\$4,810	\$24,050
SPR	\$37,081	\$1,510	\$7,761	\$46,352	\$35,715	\$1,565	\$7,364	\$44,644
IN SPR Traffic Count	\$9,600	\$2,400	\$0	\$12,000	\$10,400	\$2,600	\$0	\$13,000
IN SPR Spec Traffic Ct	\$0	\$0	\$0	\$0	\$27,200	\$6,800	\$0	\$34,000
KY FTA 5303	\$6,000	\$0	\$1,500	\$7,500	\$6,000	\$0	\$1,500	\$7,500
KY FTA 5307	\$10,000	\$0	\$2,500	\$12,500	\$10,000	\$0	\$2,500	\$12,500
IN FTA 5307	\$10,000	\$0	\$2,500	\$12,500	\$10,000	\$0	\$2,500	\$12,500
FTA Section 5310	\$22,161	\$0	\$0	\$22,161	\$21,827	\$0	\$0	\$21,827
KY PL FUNDS	\$61,600	\$3,850	\$11,550	\$77,000	\$62,400	\$3,900	\$11,700	\$78,000
<b>Total</b>	<b>\$773,502</b>	<b>\$7,760</b>	<b>\$154,888</b>	<b>\$936,150</b>	<b>\$864,343</b>	<b>\$14,865</b>	<b>\$170,765</b>	<b>\$1,049,973</b>

**EVANSVILLE METROPOLITAN PLANNING ORGANIZATION**  
**Projected Fiscal Year 2017 Expense Summary**  
**General Budget**

ACCOUNT	DIRECT COSTS	INDIRECT COSTS	TOTAL
Salaries	\$356,151 a	\$133,932 ab	\$490,083
Fringe	\$330,661 c	\$0	\$330,661
Office Supplies	\$0	\$2,000	\$2,000
Garage & Motor	\$0	\$5,300	\$5,300
Small Equipment	\$0	\$1,000	\$1,000
Other Supplies	\$0	\$1,500	\$1,500
Fee For Service/ Legal	\$0	\$6,200	\$6,200
Postage	\$0	\$900	\$900
Travel/Training	\$0	\$13,500	\$13,500
Printing & Advertising	\$0	\$2,000	\$2,000
Equipment	\$751	\$10,500	\$11,251
Insurance	\$0	\$12,855	\$12,855
Repairs & Maintenance	\$0	\$4,000	\$4,000
Rent	\$0	\$33,500	\$33,500
Subscriptions & Dues	\$0	\$6,500	\$6,500
Audit	\$0	\$12,800	\$12,800
Telephone	\$0	\$2,100	\$2,100
<b>TOTAL</b>	<b>\$687,563</b>	<b>\$248,587 d</b>	<b>\$936,150</b>

**INDIRECT RATE = INDIRECT COSTS/DIRECT SALARIES (NET)**

- a. Salaries represent net salaries after deduction for vacations, holidays, and personal leave.
- b. Indirect Personnel - 50% of Fiscal Officer's time,  
and 25% of Transportation Planners and Tech - based upon time sheets.
- c. Fringe benefits are estimated at 0.928429
- d. Indirect rate is estimated at 0.697982

**FRINGE BREAKDOWN**

Dental/ Vision/ Health/ Life Insurance	\$113,400
FICA	\$44,223
PERF	\$80,950
Workman Comp	\$1,908
Unemployment	\$485
Vacation, Holiday and Personal Leave	\$87,992
Accum-Sick V	\$1,703
<b>TOTAL</b>	<b>\$330,661</b>

**EVANSVILLE METROPOLITAN PLANNING ORGANIZATION**  
**Projected Fiscal Year 2018 Expense Summary**  
**General Budget**

ACCOUNT	DIRECT COSTS	INDIRECT COSTS	TOTAL
Salaries	\$374,502 a	\$138,044 ab	\$512,546
Fringe	\$347,377 c	\$0	\$347,377
Office Supplies	\$0	\$2,000	\$2,000
Garage & Motor	\$0	\$5,300	\$5,300
Small Equipment	\$0	\$1,000	\$1,000
Other Supplies	\$0	\$1,500	\$1,500
Fee For Service/ Legal	\$22,500	\$6,200	\$28,700
Postage	\$0	\$900	\$900
Travel/Training	\$0	\$13,500	\$13,500
Printing & Advertising	\$0	\$2,000	\$2,000
Equipment	\$0	\$44,500	\$44,500
Insurance	\$0	\$9,000	\$9,000
Repairs & Maintenance	\$0	\$4,000	\$4,000
Rent	\$0	\$33,500	\$33,500
Subscriptions & Dues	\$24,050	\$6,500	\$30,550
Audit	\$0	\$11,500	\$11,500
Telephone	\$0	\$2,100	\$2,100
<b>TOTAL</b>	<b>\$768,429</b>	<b>\$281,544 d</b>	<b>\$1,049,973</b>

**INDIRECT RATE = INDIRECT COSTS/DIRECT SALARIES (NET)**

- a. Salaries represent net salaries after deduction for vacations, holidays, and personal leave.
- b. Indirect Personnel - 50% of Fiscal Officer's time,  
and 25% of Transportation Planners and Tech - based upon time sheets.
- c. Fringe benefits are estimated at 0.928429
- d. Indirect rate is estimated at 0.697982

**A Pre-Determined is rate is used for Fringe and Indirect as it's an even year.**

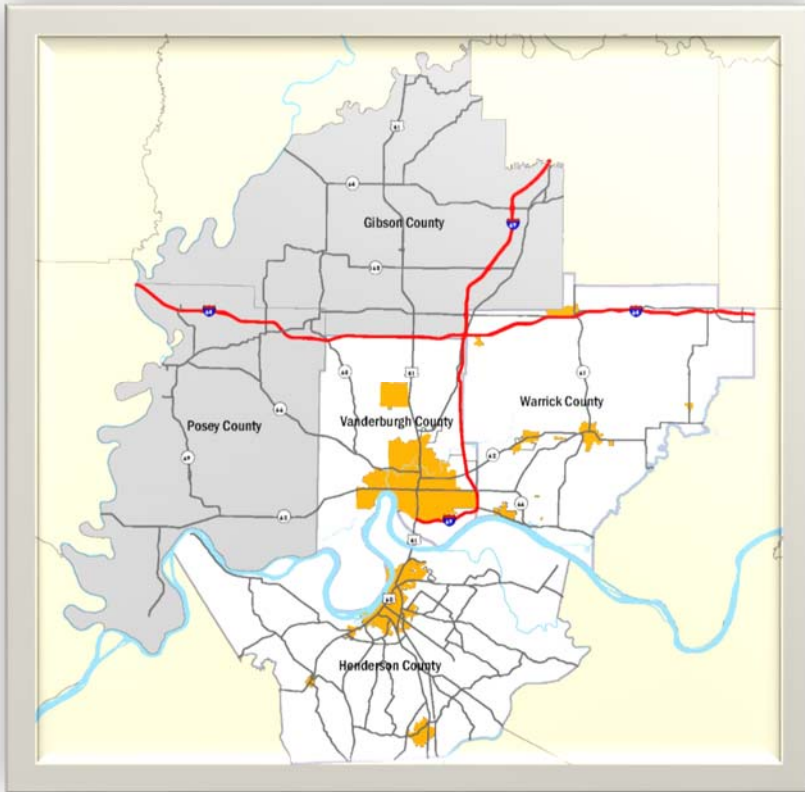
**FRINGE BREAKDOWN**

Dental/ Vision/ Health Insurance	\$122,708
FICA	\$46,184
PERF	\$84,018
Workman Comp	\$1,900
Unemployment	\$760
Vacation, Holiday and Personal Leave	\$91,108
Accum-Sick V	\$699
<b>TOTAL</b>	<b>\$347,377</b>



## APPENDICIES

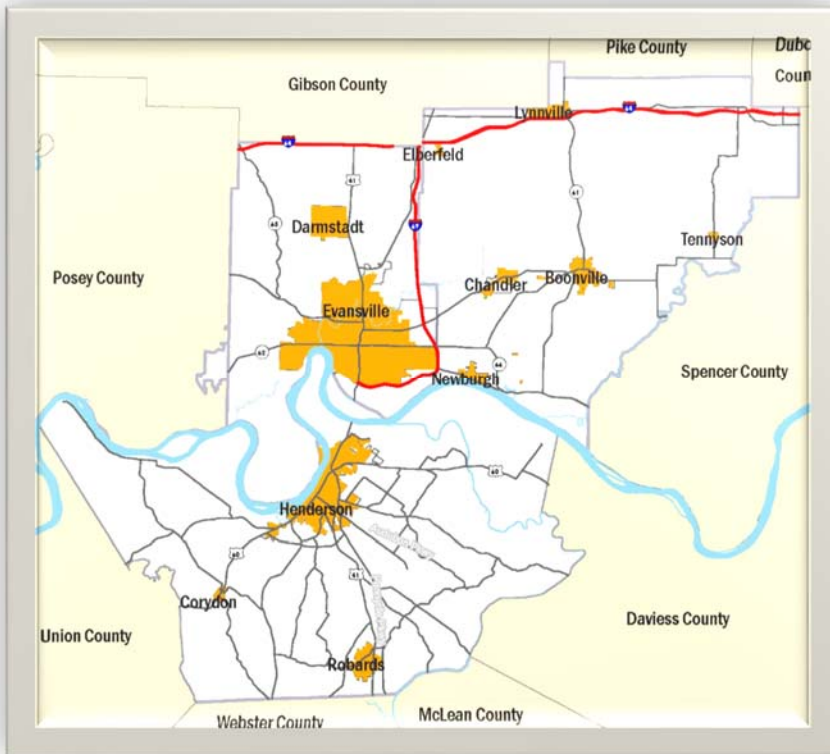
- A. MAP OF THE MPO PLANNING AREA AND AIR QUALITY AREA
- B. OTHER PROJECT ACTIVITIES
- C. MEMORANDUM OF AGREEMENT
- D. UPWP CHECKLIST
- E. COMMENTS




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**EVANSVILLE MPO**

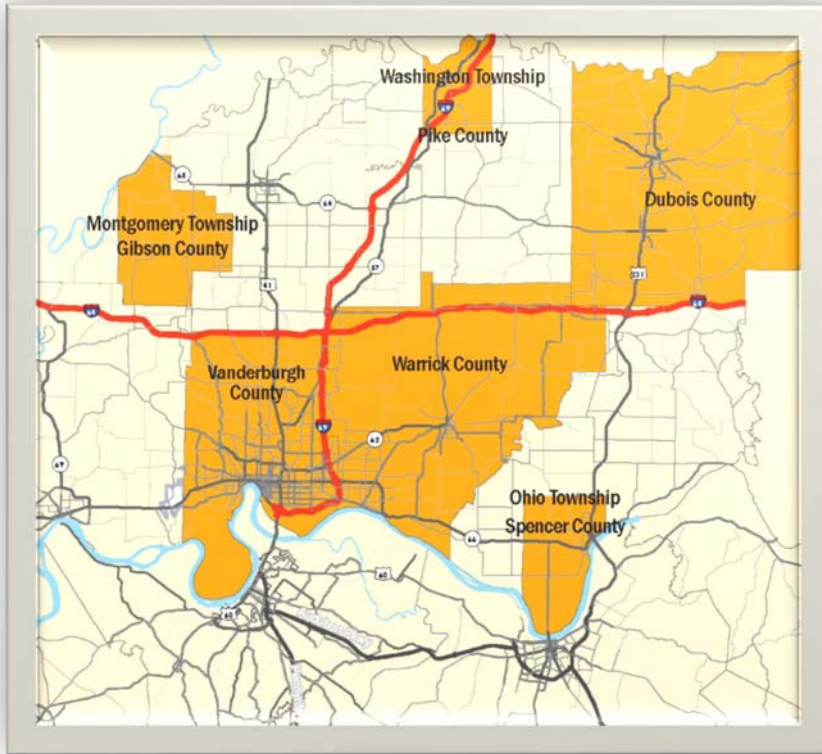
Regional  
Transportation  
Planning  
Area




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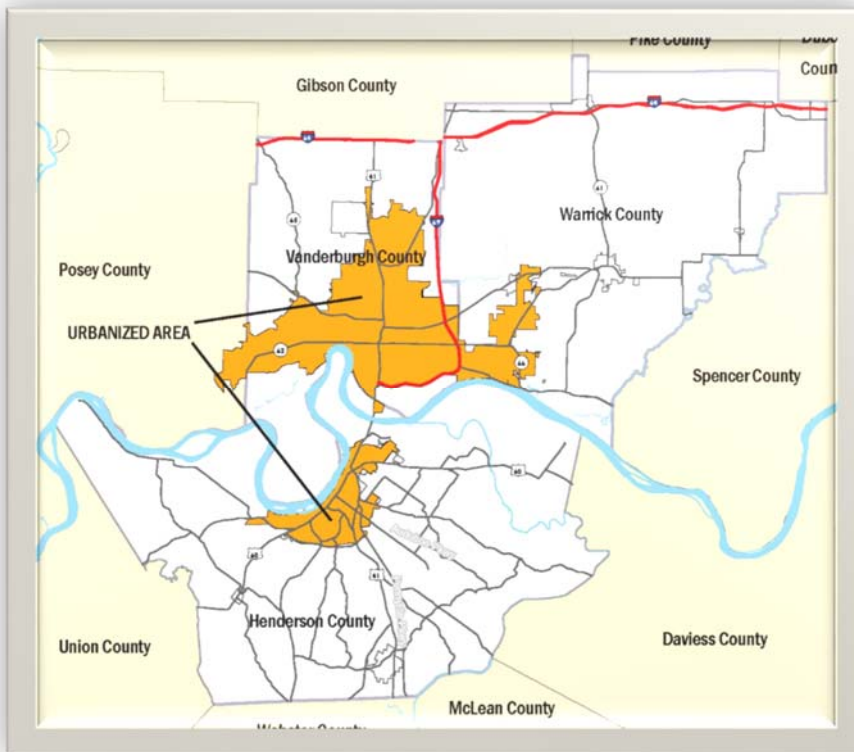
**EVANSVILLE MPO**

Metropolitan  
Planning  
Area



**CONFORMITY**

Southwestern  
Indiana  
PM2.5  
Maintenance  
Area



**EVANSVILLE MPO**

Indiana / Kentucky  
Urbanized  
Area  
Boundary

## APPENDIX B – OTHER PROJECT ACTIVITIES

### Transit vehicle acquisition – Section 5310

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#### PURPOSE

To provide Section 5310 funding to non-profit transportation agencies to purchase vehicles.

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#### RECENT ACCOMPLISHMENTS

(2) 11.12.15 Acquisition of replacement vans for the Evansville Arc and Easter Seals Rehabilitation Center (completed 2016)

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#### FY 2017 & FY 2018 ACTIVITIES

To purchase a replacement van for the Evansville Association for the Blind.

To purchase other vehicles for non-profit transportation agencies in 2017 & 2018 with Section 5310 funding.

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#### FINAL PRODUCTS

Replacement vehicles (vans for the disabled)

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#### ESTIMATED BUDGET

Project estimated costs: \$298,843

FTA Section 5310 funds: \$59,768

Local share paid by the non-profits: \$239,075

Prior year Federal Balance: \$40,974

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#### ESTIMATED TIMEFRAME

Until finished. Obligation is required within 2 years plus the year published in the Federal Register.

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#### RESPONSIBILITY

Evansville MPO to disperse the Section 5310 portion of the funds to the transit manufacturer.

The non-profit to provide the local match for the vehicles and pick it up.

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## APPENDIX B – OTHER PROJECT ACTIVITIES

### Alta Planning + Design - Bicycle and Pedestrian Connectivity Master Plan Technical Assistance and Implementation Activities

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#### PURPOSE

To provide technical assistance and implementation activities for the City of Evansville’s Bicycle and Pedestrian Connectivity Master Plan.

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#### RECENT ACCOMPLISHMENTS

2015 City of Evansville Bicycle and Pedestrian Connectivity Master Plan

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#### FY 2017 & FY 2018 ACTIVITIES

- To provide technical assistance, including conceptual plan sheets for corridor plans and spot improvement or intersection locations
- To provide implementation activities, including four meetings throughout the year with an Active Transportation Committee to provide assistance on project development

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#### FINAL PRODUCTS

- Conceptual plan sheets for three corridor plans and five spot improvements or intersections
- Facilitating four Active Transportation Committee meetings, including relevant materials such as minutes and PowerPoint presentations
- Eight monthly project coordination calls

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#### ESTIMATED BUDGET

	TOTAL	Amended 7/7/16		Amended 7/6/17
Project estimated costs <sup>1</sup> :	\$58,178	(\$35,678	+	\$22,500)
Federal STBGP funds:	\$46,542	(\$28,542	+	\$18,000)
Local share paid by the City of Evansville <sup>2</sup> :	\$11,636	(\$7,136	+	\$4,500)

---

#### ESTIMATED TIMEFRAME

One year, starting on the date the contract is signed. Estimated contract start date August 2016. Extend contract through June 30, 2018.

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#### RESPONSIBILITY

- Evansville MPO will provide 80% of the total project cost using STBGP funds.
- The City of Evansville will provide the 20% local match.
- The consultant ALTA will be responsible for completing the contract, technical assistance, and the final products.

<sup>1</sup> estimated contract cost; entire cost will be paid to the consultant

<sup>2</sup> City of Evansville – City Engineer’s Office

**MEMORANDUM OF AGREEMENT**  
**By and Between**  
**EVANSVILLE METROPOLITAN PLANNING ORGANIZATION**  
**INDIANA DEPARTMENT OF TRANSPORTATION**  
**KENTUCKY TRANSPORTATION CABINET**  
**METROPOLITAN EVANSVILLE TRANSIT SYSTEM**  
**HENDERSON AREA RAPID TRANSIT**

This Memorandum of Agreement (MOA) is made by and between the Evansville Metropolitan Planning Organization herein after referred to as the EMPO, the Indiana Department of Transportation herein after referred to as INDOT, the Kentucky Transportation Cabinet, herein after referred to as KYTC, the Metropolitan Evansville Transit System herein after referred to as METS, and the Henderson Area Rapid Transit herein after referred to as HART.

WHEREAS, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) and its previous sister legislative acts the Safe, Accountable, Flexible, & Efficient Transportation Equity Act: A Legacy For Users (SAFETEA-LU), the 1998 Transportation Efficiency Act for the 21st Century (TEA-21) and the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) require the establishment of Agreements among certain agencies involved in the transportation planning process, and

WHEREAS, the transportation planning process for the Evansville Metropolitan Planning Organization includes the following agencies:

Evansville Metropolitan Planning Organization	(EMPO)
Indiana Department of Transportation	(INDOT)
Kentucky Transportation Cabinet	(KYTC)
Metropolitan Evansville Transit System	(METS)
Henderson Area Rapid Transit	(HART)

NOW THEREFORE the agencies mutually agree as follows:

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

WHEREAS, the EMPO is the designated MPO for Vanderburgh County and Warrick County in Indiana and Henderson County in Kentucky, and

WHEREAS, METS and HART are the designated recipients for FTA Section 5307 and Section 5339 in the Evansville-Henderson Urbanized Area, and

WHEREAS, the EMPO 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 citizens groups include, but are not limited to, persons representing Vanderburgh County, Warrick County, Henderson County, City of Evansville, Town of Newburgh, City of Henderson and public and private transportation providers, and others not listed in this agreement.

The EMPO, INDOT, KYTC and METS, HART mutually agree as follows:

**RESPONSIBILITIES OF THE EMPO:**

**Structure**

- A. The EMPO organizational structure consists of a Technical Committee, the EMPO Policy Committee, and various advisory committees.

The Policy Committee includes the following voting representing organizations:

- City of Evansville - City Council (2) Mayoral (2)
- Vanderburgh County- County Commission (2) County Council (1)
- City of Henderson (1)
- Town of Newburgh (1)
- Warrick County (1)
- Henderson County (1)
- INDOT (1)
- KYTC (1)

- B. The Technical Committee includes the following voting members:

The EMPO Technical Committee includes the technical staff of the EMPO Policy Committee plus other represented LPAs, as recommended by MAP-21 and subsequent federal transportation acts, to conduct the transportation planning process. Technical Committee members also include but are not limited to: freight, transit, port authorities, railroads, schools, and State and Federal agencies. Actions by the Technical Committee are advisory to the Policy Committee.

The EMPO Citizens Advisory Committee is a project-specific committee and consists of members with expertise for each project.

The Policy Committee and the Technical Committee generally meet monthly. All other committees meet on an "as needed" basis.

### **Transportation Plan**

1. The EMPO will develop and maintain a Transportation Plan (TP) and corresponding Conformity Analysis (if required) in cooperation with INDOT and KYTC, its transit providers and other agency partners at least every 4 years as required by law.
2. The EMPO, with the cooperation and assistance of METS and HART, will implement transit performance management as part of the planning process of the Transportation Plan. This process will include the identification, selection, and description of performance targets, the adoption of a strategy designed to achieve the targets, and periodic reporting on the achievements of the performance targets.
3. The EMPO will utilize the MAP-21 planning factors in the development of the Transportation Plan.
4. The EMPO is responsible for developing a financially reasonable Transportation Plan in consultation with INDOT and KYTC, its area public transit providers and the FHWA and FTA in compliance with current federal planning regulations.
5. The EMPO will include a financial plan that demonstrates the consistency of the Transportation Improvement Program (TIP) and Transportation Plan with available and projected sources of revenue. INDOT and KYTC will provide the EMPO with reasonable estimates of available and projected funding by category on a regular basis.
6. The EMPO Policy Committee approves the Transportation Plan and its periodic updates. All proposed TP amendments must include a project description, project cost, phase, federal, state, local and total dollar amount. Amendments and administrative modifications will follow the procedures outlined in the EMPO Participation Plan in force at the time of the action needed.
7. A Conformity Determination shall be completed for each Transportation Improvement Program and Transportation Plan developed by the EMPO, which indicates that the plans maintain the area's air quality standard as identified by the Interagency Consultation Group Procedures.

### **Public Participation and Involvement**

1. The EMPO will maintain a Participation Plan that is adopted by the Policy Committee. The plan will include coordination with the INDOT and KYTC participation processes. This Plan is followed during the development of the Transportation Plan and the Transportation Improvement Program. The EMPO TIP participation process will serve to meet the METS and HART public participation requirements.



2. The EMPO will comply with all appropriate federal certifications and assurances, civil rights and DBE requirements, Title VI submittals, ADA, and procurement activities guidelines. The EMPO will complete a Title VI analysis for the urbanized area for any program or activity for which the EMPO receives federal financial assistance. INDOT's Office of Economic Opportunity will be the INDOT contact for these efforts.

**Transportation Improvement Program (TIP)**

1. The EMPO will complete a fiscally constrained Transportation Improvement Program (TIP), as needed, in cooperation and coordination with the partners identified in this agreement. The EMPO will update the TIP a minimum of every other year and each new TIP shall cover a four year program period. The development of a new TIP will follow the current EMPO Participation Plan in force at the time of the TIP development.
2. The EMPO will submit an approved TIP to INDOT and KYTC in a timely manner.
3. The EMPO will concur with the planning regulations for Self Certification to INDOT, KYTC, FHWA and the FTA regarding the EMPO'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.
4. All federal aid funding projects within the EMPO MPA, regardless of funding category, will be included in the fiscally constrained TIP.
5. The Policy Committee of the EMPO approves the TIP followed by approval by the INDOT and KYTC Commissioners on behalf of the Governors, and it is included in the Indiana and Kentucky Statewide Transportation Improvement Programs (STIP) by reference or amendment. The STIP is approved by the Federal Highway Administration and the Federal Transit Administration along with the new TIP and any amendments.
6. TIP amendment requests from project sponsors will be processed in accordance with the EMPO Participation Plan in force at the time of the request, as well as in accordance with the Interagency Consultation Group (ICG) and approved air quality conformity procedures.
7. Calls for projects will be made at various times depending on the funding category and the availability of funds in each category. Projects will be selected based on the current selection process in force at the time of the call.
8. The EMPO will provide and maintain a website that provides TIP and associated amendments for interested parties, public and agency consumption.
9. The Congestion Management Process (CMP) will be used in identifying and selecting projects during TP and TIP updates, including those projects located on the States' highway network.

10. Where needed, a Conformity Determination shall be completed for each Transportation Improvement Program (TIP) and Transportation Plan and developed by the EMPO working with state and local project sponsors. This ensures plans, programs and projects maintain proper air quality conformity for a region.

#### **Travel Demand Forecasting**

1. The EMPO is responsible for developing and maintaining a travel demand forecasting model for the EMPO Metropolitan Planning Area (MPA).

#### **Unified Planning Work Program**

1. A Unified Planning Work Program (UPWP) will be prepared by the EMPO in cooperation and consultation with INDOT, KYTC, FHWA, FTA and the transit operators.
2. The EMPO will consider, and where feasible, include the planning emphasis areas (PEA's) identified by FHWA and FTA in the preparation of the UPWP. Emphasis areas must be received prior to January 31<sup>st</sup> to receive proper consideration.
3. The EMPO will complete its Cost Allocation Plan by February 28 and UPWP draft by April 1<sup>st</sup> of each year. However, the EMPO's ability to meet this timeline is affected by INDOT and KYTC providing timely PL Distribution numbers. Should PL funding information be delayed, the EMPO may flat-line the estimated funding based upon the prior year and then adjust the PL funding when final figures are obtained. The INDOT and KYTC Central Office Asset Management, Program Engineering and Road Inventory Division will take the lead in this effort in cooperation with the EMPO Council and the INDOT and KYTC Central Office Project Finance Division and the INDOT and KYTC Transit Office.
4. The EMPO will prepare a UPWP for the Fiscal Year that will take effect beginning on July 1 of the same year. The EMPO will submit to INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division and KYTC Division of Planning and KYTC Office of Transportation Delivery a final Unified Planning Work Program in a timely manner that allows for final review and recommendation for approval to FHWA and FTA.
5. Amendments to the UPWP may arise when special planning projects are initiated after the adoption of the current UPWP. Amendments require the source of Federal Funds, source of local funds with a commitment letter from the agency providing the local funds, a project description, a project schedule, responsible parties, breakdown between the amount of pay for consultants versus salaries, and products. UPWP amendments will be approved through the Policy Committee by signing of a resolution. The resolution and changes will be forwarded to the responsible state agency so that a purchase order may be created.

### **Management Systems**

1. The development and implementation of a congestion management process (CMP), where needed, for the EMPO Metropolitan Planning Area will be the responsibility of the EMPO in cooperation with INDOT KYTC, FTA and FHWA. Technical Planning Section, within the Asset Planning & Management Division will be the INDOT Leads.
2. The EMPO will work cooperatively with the Technical Planning Section, within the Asset Planning & Management Division as the lead and other relevant INDOT and KYTC Divisions and other public agencies in the development of the other specified management systems as appropriate.
3. The EMPO will maintain a Congestion Management Process in cooperation with the Technical Planning Section, within the Asset Planning & Management Division. The Congestion Management Process shall be coordinated with the development of the Transportation Plan.

### **Transit Planning**

1. The EMPO will sponsor and participate on committees related to the provision and coordination of transit and para-transit services.
2. The EMPO will serve as the lead agency for the development of the "Coordinated Public Transit Human Services Transportation Plan".
3. The EMPO was named the Designated Recipient for the Evansville-Henderson Urbanized Area for the FTA's Section 5310 Mobility of Seniors and Individuals with Disabilities Grant Program. As the Designated Recipient, the EMPO is responsible for conducting a competitive and equitable selection process to award Section 5310 funds apportioned to the Evansville-Henderson Urbanized Area.

### **Certifications and Assurances**

1. The EMPO will sign the annual FTA Certifications and Assurances.

**RESPONSIBILITIES OF THE INDIANA DEPARTMENT OF TRANSPORTATION In cooperation with EMPO, and METS:**

1. INDOT will provide staff liaisons to coordinate with the MPOs and regularly attend the MPO Council meetings, which are held in Indianapolis.
2. INDOT Technical Planning Section Staff will participate in EMPO Technical or Policy Committee meetings. The District Capital Program Manager will attend the Technical Committee meetings and have voting representation for INDOT. The District Deputy Commissioners will attend the Policy Committee meetings and have voting representation for INDOT.

**Transportation Plan and TIP**

1. The Indiana Statewide Transportation Plan shall be developed in cooperation with the EMPO Transportation Plan.
2. The INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will develop a list of planned improvement needs on State jurisdiction highways developed in conjunction and in cooperation with the EMPO for the Metropolitan Planning Area of the EMPO. These identified needs will be consistent with the INDOT Asset Planning and Management Process. This is necessary for the development of data the EMPO 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 the EMPO 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 the EMPO's Transportation Plan and TIP. Should funding information be delayed for some reason, the EMPO may then flat-line funding based on past information. Should estimates provided by INDOT, or lack thereof, result in the EMPO's inability to obligate all funds in a given fiscal year, the EMPO funds will continue to be made available to the EMPO by INDOT.
4. The INDOT Central Office LPA and Grants Administration Division will develop the Indiana Statewide Transportation Improvement Program in cooperation with the EMPO's transportation planning process and incorporate the EMPO approved TIP by reference or amendment in its entirety. This will be done in cooperation with the Technical Planning Section, within the Asset Planning & Management Division.
5. The INDOT Central Office LPA and Grant Administration Division in cooperation with the Technical Planning Section, within the Asset Planning & Management Division and District staff for the area that includes the EMPO, will provide timely lists of INDOT projects within the EMPO's jurisdiction in sufficient detail and accuracy to allow for the development of a TIP for the EMPO's region.

6. INDOT Central Office Technical Planning Section, within the Asset Planning & 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 the EMPO to develop an Annual List of Obligated Projects (ALOP).
7. INDOT will provide Central and District Office coordination for the EMPO on all matters including the TP and TIP. The Technical Planning Section, within the Asset Planning & Management Division will be the lead in cooperation with the LPA and Grant Administration Division and the appropriate District Office(s) for the area containing the EMPO.
8. INDOT Central and District Offices will collect and share transportation system information with the EMPO to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics. The Technical Planning Section, within the Asset Planning & Management Division will be the lead in this effort.

**UPWP Coordination Activities**

1. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will assign a planning liaison to participate in transportation planning activities related to the UPWP (such as review of the document, preparation of contracts following its approval, review of billings submitted by the EMPO, etc.) and also to assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.
2. INDOT Technical Planning Section, within the Asset Planning & Management Division will provide updated consolidated PL figures based on the current PL Distribution formula approved by the FHWA, INDOT and the MPO Council. INDOT will provide these figures by January 31 each year to allow for development of the UPWP.
3. INDOT Central Office Technical Planning Section, within the Asset Planning & 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 provide a timely notice-to-proceed, a signed contract and a purchase order.
4. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will review progress reports through the Planning Liaison and initiate the reimbursement of invoices pursuant to applicable Federal Regulations and Indiana Code 5-17-5, Public Purchases,

**RESPONSIBILITIES OF THE KENTUCKY TRANSPORTATION CABINET In cooperation with EMPO, and HART**

1. KYTC will provide staff liaisons to coordinate with the EMPO and participate in EMPO Technical and Policy Committee meetings.
2. KYTC will cooperate in the development of a process to identify potential studies and the procedures to undertake such studies.
3. KYTC will administer state and federal transportation planning assistance funds as necessary to carry out the transportation process.
4. For each federal fiscal year, KYTC will provide a list of projects, including investments in pedestrian walkways and bicycle transportation facilities, for which 23 USC and 49 USC Chapter 53 funds were obligated in the preceding fiscal year. Project information will include Item#, county, sponsor, route number, project description, work type and phase, funding type and federal obligation amount. If available, KYTC will also provide information on funding obligations and estimated annual costs for the preceding fiscal year.
5. KYTC will collect and share transportation system information with the EMPO to facilitate a cooperative planning process, including access to data on the condition and performance of state maintained roadways.
6. KYTC will conduct training sessions and workshops on pertinent topics.
7. KYTC will develop a list of planned improvement needs on state highways developed in conjunction and in cooperation with the EMPO for the MPA.

**Transportation Plan and TIP**

1. KYTC will provide Central and District Office coordination with the EMPO on all matters including the TP and TIP including timely, detailed and accurate lists of KYTC projects within the EMPO.
2. KYTC will develop its Statewide Transportation Program (STIP) in cooperation with the EMPO transportation planning process and, upon approval by the Governor or appointee, FHWA and FTA, incorporate the EMPO TIP by reference or amendment in its entirety.
3. KYTC will provide the EMPO with estimates of available federal and state funding as necessary to ensure compliance with fiscal constraint requirements for the EMPO MTP and TIP. Should funding information be delayed, the EMP may develop estimates based on recent precedent.

4. Kentucky Statewide Transportation Plan shall be developed in cooperation with the EMPO Transportation Plan.
5. KYTC will develop a list of planned improvement needs on State jurisdiction highways developed in conjunction and in cooperation with the EMPO for the Metropolitan Planning Area of the EMPO. These identified needs will be consistent with the KYTC Asset Planning and Management Process. This is necessary in order to develop data the EMPO needs to develop a Transportation Plan that is consistent with available funding sources and project revenues.
6. KYTC will provide the EMPO 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 the EMPO's Transportation Plan and TIP. Should funding information be delayed for some reason, the EMPO may then flat-line funding based on past information.
7. KYTC will develop the Kentucky Statewide Transportation Improvement Program and KYTC STIP in cooperation with the EMPO's transportation planning process and incorporate the EMPO approved TIP by reference or amendment in its entirety.
8. KYTC will provide timely lists of KYTC projects within the EMPO's jurisdiction in sufficient detail and accuracy to allow for the development of a TIP for the EMPO's region.
9. KYTC will develop a Statewide Transportation Improvement Program (STIP) that includes the review and written approval of the EMPO TIP in a timely manner.
10. KYTC 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 the EMPO to develop an Annual List of Obligated Projects (ALOP).
11. KYTC will coordinate with the EMPO on all matters including the TP and TIP.
12. KYTC will collect and share transportation system information with the EMPO to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics.

**UPWP Coordination Activities**

1. KYTC will assign a planning liaison to participate in transportation planning activities related to the UPWP and assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.

2. KYTC will inform the EMPO of available Kentucky PL funds at its January statewide transportation planning meeting.
3. KYTC will review the UPWP and CAP and develop contracts and purchase orders as necessary.
4. KYTC will review progress reports and invoices pursuant to applicable federal and state regulations.

**RESPONSIBILITIES OF THE Metropolitan Evansville Transit System (METS):**

1. METS will provide data, including financial planning information, upon request and participate in the development of the Transportation Plan update
2. The provision of necessary data for the analysis and support of the Congestion Management Process, and other management systems where appropriate.
3. METS will provide copies of any transit planning studies, analyses or surveys undertaken with the intention to improve METS services and internal operations.
4. Coordinate with the EMPO to collect and analyze data for the support of management systems when appropriate.
5. METS will participate on the Transportation Technical Committee.
6. METS will participate in the development of the "Coordinated Public Transit Human Services Transportation Plan".
7. METS will provide an annual, fiscally constrained, 5 year Financial Plan that will include operating expenses and revenue and a Program of Project. This information will be used in the development of the TIP.
8. METS will provide a four year capital project and operating plan (program of projects) for inclusion in the TIP to the EMPO. The capital and operating plan will be updated annually and submitted with the Financial Capacity Analysis.
9. METS will provide TIP amendment requests to the EMPO in a timely manner prior to the next scheduled meeting of the Policy Committee and Transportation Technical Committee. All amendment requests will be in writing.
10. METS will provide a copy (PDF file preferred) to the EMPO of each final grant request to the Federal Transit Administration and provide a copy of each grant award acceptance. METS will also provide to the EMPO copies of any modifications to grants after approval.



11. METS will provide a copy (PDF file preferred) to the EMPO of each final grant request to the INDOT Transit Office (PMTF grants) and provide a copy of each grant award acceptance.
12. METS will provide on an annual basis, no later than 90 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.
13. METS will submit annually their operating and capital projects for all federal grant so that they may be submitted to the FTA in the second quarter of the federal fiscal year.
14. METS will be responsible for its Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in the Evansville-Henderson Urbanized Area.
15. METS as the designated recipient of federal transit funds, 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.
16. METS shall coordinate with the EMPO to collect and analyze necessary data and relevant information to the Civil Rights Assurances, the Title VI Plan, and grant applications.
17. METS shall file the Annual Report, the National Transit Database documents, the FTA Quarterly Operating Data Reports, the quarterly DBE reports and annual DBE goals, the quarterly Milestone Data Report, the quarterly Progress Narrative Reports, the quarterly Financial Status Reports, the Electronic Drawdowns, and the Closeout documentation for grants.
18. METS agrees that they will be in compliance with all required federal objectives.

**Certifications and Assurances**

1. METS will sign the annual FTA Certifications and Assurances.

**RESPONSIBILITIES OF THE Henderson Area Rapid Transit (HART):**

1. HART will provide data, including financial planning information, upon request and participate in the development of the Transportation Plan update.
2. The provision of necessary data for the analysis and support of the Congestion Management Process, and other management systems where appropriate.
3. HART will provide copies of any transit planning studies, analyses or surveys undertaken with the intention to improve HART's services and internal operations.
4. Coordinate with the EMPO to collect and analyze data for the support of management systems when appropriate.
5. HART will participate on the Transportation Technical Committee.
6. HART will participate in the development of the "Coordinated Public Transit Human Services Transportation Plan".
7. HART will provide a Financial Capacity Analysis showing a 5 year Financial Plan as part of the TIP development process. This will be reviewed by KYTC.
8. HART will provide a four year capital project and operating plan (program of projects) for inclusion in the TIP to the EMPO. The capital and operating plan will be updated annually and submitted with the Financial Capacity Analysis. This will be reviewed by KYTC.
9. HART will provide amendment requests to the EMPO in a timely manner prior to the next scheduled meeting of the Policy Committee and Transportation Technical Committee. All amendment requests will be in writing.
10. HART will provide a copy (PDF file preferred) to the EMPO of each final grant request to the Federal Transit Administration and provide a copy of each grant award acceptance.
11. HART will provide on an annual basis, no later than 90 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.
12. HART will submit annually their operating and capital projects for all federal grant so that they may be submitted to the FTA in the first quarter of the federal year.
13. HART will be responsible for its Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in the Evansville-Henderson Urbanized Area.


14. HART as the designated recipient of federal transit funds, 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.
15. HART shall coordinate with the EMPO to collect and analyze necessary data and relevant information to the Civil Rights Assurances, the Title VI Plan, and grant applications.
16. HART shall file the Annual Report, the National Transit Database documents, the FTA Quarterly Operating Data Reports, the quarterly DBE reports and annual DBE goals, the quarterly Milestone Data Report, the quarterly Progress Narrative Reports, the quarterly Financial Status Reports, the Electronic Drawdowns, and the Closeout documentation for grants.
17. HART agrees that they will be in compliance with all required federal objectives.

**Certifications and Assurances**

1. The EMPO will sign the annual FTA Certifications and Assurances.

In witness thereof, the undersigned executive staff members of EMPO, METS, HART, INDOT and KYTC have executed this Memorandum of Agreement on the dates indicated.

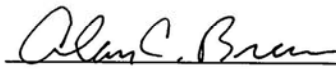
**For METS:**

  
\_\_\_\_\_  
Marty Amstler  
Chairman, Board of Public Works


Date 2-5-15

  
\_\_\_\_\_  
Anthony Brooks  
Vice-Chairman, Board of Public Works

Date 2-5-15


  
\_\_\_\_\_  
A.C. Braun  
Member, Board of Public Works

Date 2-5-15

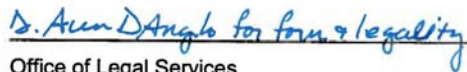
  
\_\_\_\_\_  
Sharon Evans  
Attest

Date 2-5-15

**For KYTC:**

  
\_\_\_\_\_  
Secretary of Transportation  
Commonwealth of Kentucky Transportation Cabinet

Date 3/20/15

  
\_\_\_\_\_  
D. Ann D'Angelo for form & legality  
Office of Legal Services  
Commonwealth of Kentucky Transportation Cabinet

Date March 18, 2015

## Unified Planning Work Program Checklist

Item	Page Number	Comment	Regulation or Law Cited
<b>1 FORMAT GUIDELINES</b>			
Bound document			
Dated (left hand corner)			
Page numbers			
<b>2 COVER/TITLE PAGE</b>			
Name of MPO agency and area represented	coverpage		
FY of UPWP, contact information, web site	coverpage		
Agencies providing funds or support	coverpage		
<b>3 INTRODUCTION/PREFACE</b>			
Table of Contents	✓		
MPO Approval Resolution (signed)	✓		
Committee Members & Responsibilities	✓		[See 23 CFR 450.310 (d)]
Staff Members, Positions & Responsibilities	✓		
Maps - MPO Planning, Urbanized & A.Q. Areas	✓		[See 23 CFR 450.312]
Planning Factors	✓		[See 23 CFR 450.306 (a)(1-8)]
UPWP - Definition of UPWP and purpose	✓		[See 23 CFR 420.111]
<b>4 WORK ITEMS - Each Work Item should include the following:</b>			
Work Item Number & Title			
Description, including Objective/Purpose and Previous Work			23 CFR 420.111(b)(1) &
Time Frame			23 CFR 450.308(c)
Agency Responsible			23 CFR 450.308(c)
Estimated Cost			23 CFR 420.111(e)
Funding Sources			23 CFR 450.308(c)
<b>ADMINISTRATION</b>			
Activities to administer work program - include major purchases, training, auditing, etc.	4,5,6	training is also included in each element	
<b>UPWP</b>			
UPWP Development & Maintenance	4,5,6		23 CFR 420.111 & 450.308
Annual Performance & Expenditure Report	4,5,6		23 CFR 420.117(b)
<b>TIP</b>			
TIP Development & Maintenance	9, 10		23 CFR 450.324
Annual Listing of Obligated Projects	9, 10		23 CFR 450.332
<b>LONG-RANGE PLANNING</b>			
MTP Development & Maintenance	11, 12		23 CFR 450.322
Project Identification Form (PIF) Development	10		KYTC Requirement
<b>CONGESTION MANAGEMENT PROCESS (TMAs Only)</b>			
	11, 12		23 CFR 450.320
<b>AIR QUALITY PLANNING*</b>			
Modeling/Conformity Analysis	7, 8 & 11, 12		
CMAQ Coordination	11, 12		
<b>DATA COLLECTION &amp; SURVEILLANCE</b>			
	7, 8		
<b>PUBLIC INVOLVEMENT &amp; COORDINATION</b>			
Participation Plan Development & Maintenance	7, 8		23 CFR 450.316
<b>TRANSIT PLANNING</b>			
	13, 14		
<b>SPECIAL STUDIES/OTHER</b>			
Safety/Security	11, 12		
Multimodal Planning - Bicycle/Pedestrian Facilities, etc	13, 14		
Freight	9, 10		23 CFR 450.318
Travel Demand Model - Development & Maintenance	7, 8		
Corridor/Sub-Area Studies	11, 12		
ITS Architecture	9, 10		23 CFR 940
ADA Transition Plans	4,5,6		FHWA Civil Rights Guidance: www.fhwa.dot.gov/civilrights/programs/ada_sect504qa.cfm#q12
<b>5 UPWP SUMMARY</b>			
Funding Sources & Matching Rates	16-19		23 CFR 450.308(c) & 420.111(b)
Estimated Effort - Person-Weeks/Hours	16-19		
Expenditures by Work Element & Funding Source	16-19		
<b>6 APPENDICES</b>			
Prospectus or MOU	23-36		23 CFR 450.314 (a)
* Not required in all areas			9-Jan-14

## COMMENTS

Date	Received From	Comments	Addressed
3/10/16	KYTC	Various grammatical suggestions	Made changes throughout the document
3/15/16	KYTC	Add hours into each element	Added hours to each element
3/23/16	FHWA	Reference Surface Transportation Block Grant	Made changes
3/23/16	FHWA	Reference Henderson Riverport for input	Page 11
3/23/16	FHWA	Add ADA Transition Plan statuses	Page 6
3/23/16	FHWA	Add National Highway Freight Network Language	Page 9
3/23/16	FHWA	Clarify public transit representation on Policy Committee	Added footnote to acknowledgements
3/23/16	FHWA	Add multiple years to admin products since this is a 2-year document	Page 5 Products
3/23/16	FHWA	Add "Goal" terminology referenced in FAST Act	Page 11 Products
3/23/16	FHWA	Name task in tables and enlarge them by turning them to landscape.	Completed this.
3/23/16	MPO/ INDOT	Final PL funding was released for IN	Changed tables to reflect this dollar amount.
3/23/16	MPO/ INDOT	Final SPR application resulted in final Federal, State, & Local funding.	Updated tables to reflect dollar amount.
3/30/16	INDOT	PEAs Discussion and finalized the PL/STP/& SPR funding in the tables.	Updated the dollar amounts.