

MARCH 12, 2020

MPO Policy Approved

*Version 4/8/20 minor
comments added*

*Amended 2022 funds
March 11, 2021*

MPO Policy Approved

*Final Version 3/22/21
comments*



EVANSVILLE MPO FY 2021 & FY 2022 UNIFIED PLANNING WORK PROGRAM

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION

1 NW Martin Luther King Jr. Blvd. Room 316

Evansville, IN 47708

Phone: 812.436.7833

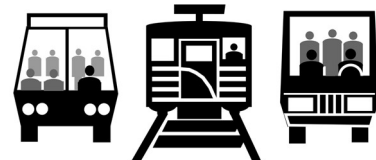
www.evansvillempo.com

ACKNOWLEDGEMENT & 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
Region V
200 West Adams St., Suite 320
Chicago, IL 60606-5253

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

April 17, 2020

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

Dear Mr. Nunnally:

The purpose of this letter is to respond to the Indiana Department of Transportation's (INDOT's) April 9, 2020 request for the Federal Highway Administration (FHWA) and Federal Transportation Administration (FTA) to approve the Evansville Metropolitan Planning Organization (EMPO) FY 2021-2022 Unified Planning Work Program (UPWP). FHWA and FTA have, in cooperation with INDOT, reviewed EMPO's UPWP document and found it to be in compliance with 23 CFR 420, and it is hereby approved.

This approval does not constitute FHWA & FTA authorization of the associated Federal-aid funds. Please assure the associated funds are authorized in the Fiscal Management Information System (FMIS) prior to the beginning of State FY 2021 (July 1, 2020).

Should you have any questions, please contact Erica Tait of FHWA at (317) 226-7481 or Cecilia Crenshaw of FTA at (312) 705-1268.

Sincerely,
**KELLEY
BROOKINS**
Kelley Brookins
Regional Administrator
FTA Region V

Digitally signed by
KELLEY BROOKINS
Date: 2020.04.16
17:24:40 -05'00'

Sincerely,
**Erica
Tait**
for Mayela Sosa
Division Administrator
FHWA Indiana Division

Digitally signed
by Erica Tait
Date: 2020.04.17
16:06:44 -04'00'

ecc: Seyed Shokouhzadeh, EMPO
Emmanuel Nsonwu, INDOT
Bernadette Dupont, FHWA-KY



U.S. Department
of Transportation

Federal Transit
Administration

Region V

Federal Highway
Administration

Indiana Division

April 14, 2021

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

Dear Mr. Nunnally:

The purpose of this letter is to respond to the Indiana Department of Transportation's (INDOT's) April 9, 2021 request for the Federal Highway Administration (FHWA) and Federal Transportation Administration (FTA) to approve the Evansville Metropolitan Planning Organization (EMPO) FY 2021-2022 Unified Planning Work Program (UPWP). FHWA and FTA have, in cooperation with INDOT, reviewed the NIRCC's UPWP document and found it to be in compliance with 23 CFR 420, and it is hereby approved.

This approval does not constitute FHWA & FTA authorization of the associated Federal-aid funds. Please assure the associated funds are authorized in the Fiscal Management Information System (FMIS) prior to the beginning of State FY 2022 (July 1, 2021).

Should you have any questions, please contact Kari Carmany-George of FHWA at (317) 226-5629 or Cecilia Crenshaw-Godfrey of FTA at (312) 705-1268.

Sincerely,

**KELLEY
BROOKINS**

Kelley Brookins
Regional Administrator
FTA Region V

Digitally signed by
KELLEY BROOKINS
Date: 2021.04.14
16:19:52 -05'00'

Sincerely,

**KARSTIN
MARIE
CARMANY-
GEORGE**

for Jermaine Hannon
Division Administrator
FHWA Indiana Division

Digitally signed by
KARSTIN MARIE
CARMANY-GEORGE
Date: 2021.04.15
07:04:12 -04'00'

ecc: Seyed Shokouhzadeh, EMPO
Emmanuel Nsonwu, INDOT
Bernadette Dupont, FHWA-KY

TABLE OF CONTENTS

Resolutions.....	iii
Acknowledgments.....	iv
Introduction	6
Unified Planning Work Program.....	6
Planning Factors	7
Livability Principles.....	7
Planning Emphasis Areas (PEAs)	8
Work Elements.....	10
100 Administration and Public Participation	10
200 Data Collection and Analysis	13
300 Short Range Planning and Management Systems	15
400 Long Range Planning	17
500 Transit and Active Transportation	19
600 Other Planning Initiatives/ Special	21
Budget Tables.....	22
FY 2021 Budget Summaries by Task & State	22
FY 2022 Budget Summaries by Task & State	23
Funding by Source.....	24
Fy 2021 Budget	25
FY 2022 Budget	26
Appendices.....	27
A. Map of the MPO Planning Area	27
B. Other Project Activities	29
C. MOA-EMPO, KYTC, INDOT, METS, HART.....	30
D. MOA - EMPO & HART.....	46
E. MOA- EMPO & METS.....	51
F. Cost Allocation Approval Letter - INDOT.....	58
G. Checklist for the UPWP.....	59
H. Comments.....	60

RESOLUTION APPROVING AN AMENDMENT TO
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
RESOLUTION 2020-UPWP-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 Clean Air Act (CAA) requirements as they pertain to the development and conformity of the FY 2021 & FY 2022 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:

WHEREAS, a material change is considered \$100,000 or more. In which a material change would require an amendment to the FY 2021 & FY 2022 Unified Planning Work Program.

BE IT THEREFORE RESOLVED, that the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of March 12th, 2020 endorses and approves the FY 2021 & FY 2022 Unified Planning Work Program.



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

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

RESOLUTION 2021-UPWP-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 Clean Air Act (CAA) requirements as they pertain to the development and conformity of the FY 2021 & FY 2022 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:

WHEREAS, a material change is considered \$100,000 or more. In which a material change would require an amendment to the FY 2021 & FY 2022 Unified Planning Work Program.

ADDED FUNDING SOURCE AND PROJECT TO FY 2021-2024:

ADD 600-PROJECT 1: SPECIAL STUDIES – REMIX SOFTWARE

ADD FUNDING: IN STBG: Federal \$35,568; Local \$8,892 (METS); Total \$44,460

BE IT THEREFORE RESOLVED, that the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of March 11th, 2021 endorses and approves the FY 2021 & FY 2022 Unified Planning Work Program.



Jack Corn, Jr., Chairman Evansville Metropolitan Planning Organization Policy Committee March 11, 2021

RESOLUTION APPROVING AN AMENDMENT TO
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
RESOLUTION 2021-UPWP-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 Clean Air Act (CAA) requirements as they pertain to the development and conformity of the FY 2021 & FY 2022 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:

WHEREAS, a material change is considered \$100,000 or more. In which a material change would require an amendment to the FY 2021 & FY 2022 Unified Planning Work Program.

ADDED FUNDING SOURCES TO FY 2022:

IN/PL 5303: Federal \$428,290; Local \$107,073; Total \$535,363

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

IN STBG: Federal \$108,000; Local \$27,000; Total \$135,000

SPR: Federal \$39,948; State \$1,780; Local \$7,957; Total \$48,685

IN SPR Traffic Counts: Federal \$50,000; State \$12,500; Total \$62,500

KY FTA 5303: Federal \$10,000; Local \$2,500; Total \$12,500

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 \$25,280; Local \$0; Total \$25,280

KY PL Funds: Federal \$65,600; State \$4,100; Local \$12,300; Total \$82,000

BE IT THEREFORE RESOLVED, that the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of March 11th, 2021 endorses and approves the FY 2021 & FY 2022 Unified Planning Work Program.



Jack Corn, Jr., Chairman Evansville Metropolitan Planning Organization Policy Committee March 11, 2021

ACKNOWLEDGEMENTS

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE

Mr. Jack Corn, Jr.	Chairperson, Evansville City Council Appointment
Mr. Rusty Fowler	Vice-Chairperson, Indiana Department of Transportation
Mr. Lloyd Winnecke.	Mayor, City of Evansville (TR)
Ms. Christy Powell.....	Newburgh Town Manager
Mr. William “Buzzy” Newman.....	Henderson City Manager
Mr. Jeff Hatfield.....	Vanderburgh County Commissioner
Mr. Ron Beane.....	Evansville City Council
Ms. Angela Koehler Lindsey	Vanderburgh County Council
Mr. Dan Saylor.....	Warrick County Commission
Mr. William Hubiak	Henderson County Appointment
Ms. Deneatra Henderson	Kentucky Transportation Cabinet
Mr. Gene Pfeiffer.....	Vanderburgh County Commission Appointment
Mr. Todd M. Robertson	City of Evansville Mayoral Appointment (TR)
Mr. Joe McGuinness.....	Indiana Department of Transportation (NV)
Mr. Jermaine Hannon (Acting)	Indiana Federal Highway Administration (NV)
Ms. Karstin Carmany-George	Indiana Federal Highway Administration (NV)
Mr. Shawn Seals	Indiana Department of Environmental Management (NV)
Ms. Kelley Brookins	Federal Transit Administration Region V (NV)
Ms. Cecilia Crenshaw-Godfrey	Federal Transit Administration Region V (Proxy-NV)
Mr. Todd A. Jeter	Kentucky Federal Highway Administration (NV)
Ms. Bernadette Dupont	Kentucky Federal Highway Administration (Proxy-NV)
Mr. Jim Gray	Kentucky Transportation Cabinet (NV)
Mr. Mikael Pelfrey.....	Kentucky Transportation Cabinet (Proxy-NV)
Ms. Melissa Duff	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. Amir Varshochi	Transportation Planner: Environmental/Rural
Ms. Laura Lamb.....	Transportation Engineer: GIS/Freight/Land Use
Ms. Erin Schriefer	Senior Transportation Planner: Non-motorized/Public Outreach
Mr. Xinbo Mi	Transportation Engineer: Travel Demand Modeling/GIS
Mr. Matt Schriefer	Transportation Planner: Public Transportation (Transit)
Mr. Lorenzo Marsh	Transportation Technician

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION TECHNICAL COMMITTEE

Mr. Greg Wathen..... Chairperson, Economic Development Coalition of Southwest Indiana
Mr. John Stoll Vice-Chairperson, Vanderburgh County Engineer

The following organizations are represented on the Technical Committee:

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

INTRODUCTION:

WHAT IS A UNIFIED PLANNING WORK PROGRAM (UPWP)?

23 CFR 420.111 Funding for transportation planning and unified planning work programs.

(a) Proposed use of FHWA planning and research funds must be documented by the State DOTs and sub-recipients in a work program, or other document that describes the work to be accomplished, that is acceptable to the FHWA Division Administrator. Statewide, metropolitan, other transportation planning activities, and transportation RD&T activities may be documented in separate programs, paired in various combinations, or brought together as a single work program. The expenditure of PL funds for transportation planning outside of metropolitan planning areas under §420.109(d) may be included in the work program for statewide transportation planning activities or in a separate work program submitted by the State DOT.

(b)(1) A work program(s) for transportation planning activities must include a description of work to be accomplished and cost estimates by activity or task. In addition, each work program must include a summary that shows:

- (i) Federal share by type of fund;
- (ii) Matching rate by type of fund;
- (iii) State and/or local matching share; and
- (iv) Other State or local funds.

(2) Additional information on metropolitan planning area work programs is contained in 23 CFR part 450. Additional information on RD&T work program content and format is contained in subpart B of this part.

(c) In areas not designated as TMAs, a simplified statement of work that describes who will perform the work and the work that will be accomplished using Federal funds may be used in lieu of a work program. If a simplified statement of work is used, it may be submitted separately or as part of the Statewide planning work program.

(d) The State DOTs that use separate Federal-aid projects in accordance with paragraph (a) of this section must submit an overall summary that identifies the amounts and sources of FHWA planning and research funds available, matching funds, and the amounts budgeted for each activity (e.g., statewide planning, RD&T, each metropolitan area, contributions to NCHRP and transportation pooled fund studies, etc.).

(e) The State DOTs and MPOs also are encouraged to include cost estimates for transportation planning, research, development, and technology transfer related activities funded with other Federal or State and/or local funds; particularly for producing the FHWA-required data specified in paragraph (b) of §420.105, for planning for other transportation modes, and for air quality planning activities in areas designated as non-attainment for transportation-related pollutants in their work programs. The MPOs in TMAs must include such information in their work programs. (The information collection requirements in §§420.111 have been approved by the OMB and assigned control numbers 2125-0039 for States and 2132-0529 for MPOs.)

WHAT ARE THE PLANNING FACTORS?

23 CFR 450.306 (b) (1-10) 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;
- (8) Emphasize the preservation of the existing transportation system;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
- (10) Enhance travel and tourism.

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 Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) 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 of the Fixing America's Surface Transportation Act (FAST Act) and the Title VI program.

The FY 2021 PEAs Indiana:

Updating Planning Roles and Responsibilities Cooperating Operating Manual (PRRCOM) – As part of the federal planning finding of the Indiana Department of Transportation's (INDOT's) FY 2020-2024 Statewide Transportation Improvement Program (STIP), FHWA and FTA recommended an update of the PRRCOM. FHWA further identified this as a Risk and Opportunity Assessment for Indiana, stating if the PRRCOM is not followed, then communication and the 3-C process breaks down, and the federal planning finding cannot be issued. FHWA communicated this to INDOT and the MPOs in December 2019 and recommends the PRRCOM be updated by August 30, 2020.

Traffic Incident Management (TIM)- FHWA encourages the MPOs to consider Traffic Incident Management (TIM) activities as part of their UPWPs. TIM directly supports multiple planning factors related to safety, mobility freight movement, air quality and transportation system reliability. TIM addresses the non-recurring congestion which causes delay that impacts all travelers, including just in time freight haulers. TIM also improves safety by reducing the likelihood of a secondary crash and responders being struck. Furthermore, TIM impacts the economy by reducing delay that impacts consumers, and results in wasted fuel and can impact air quality.

MPOs may support TIM by including various TIM activities in their UPWP. Activities may include:

- Market TIM to elected officials
- Facilitate TIM Responder Training
- Facilitate working groups and activities
- Foster relationships
- Facilitate After Action Reviews
- Fund ITS Projects
- Compile data for Performance Measures

Local Road Safety Plans (LRSPs): MPOs and Rural Planning Organizations (RPOs) should consider assisting agencies in developing Local Road Safety Plans (LRSPs) to be used as a tool for reducing roadway fatalities and serious injuries. The plan should be viewed as a living document that can be updated to reflect changing local needs and priorities. LRSPs use all available data, intense data analysis, and pull together stakeholders to produce a plan to improve safety on the jurisdiction's roads. Emphasis is usually placed on implementing systemic improvements, however, some spot locations may be included. Types of crashes to focus on – roadway departure, intersection, pedestrian, etc. – are determined by the data, as well as characteristics such as the types of facilities, corridors, and roadway conditions (e.g. wet weather, lighting). FHWA will be hosting a workshop in late spring that will assist with this PEA.

Participation Plans- Participation Plans (PPs) and procedures (required by 23 CFR 450.210 and 450.316) help agencies ensure that all community members who might be affected by a transportation decision are invited to engage in the decision-making process. FHWA and FTA will continue to review MPOs' PPs and processes during the certification process. In an effort to ensure continuous and equitable public engagement in the transportation planning and decision-making process, we encourage the review of

participation plans/procedures. In addition, INDOT and the MPOs should coordinate to ensure new strategies and tools (including, but not limited, to social media and virtual public involvement tools), are incorporated into public participation plans/procedures, and that those plans include documented evaluation of progress toward plan goals. FHWA will work with the MPO Council to identify training and resource opportunities, and to make those available to the MPOs and INDOT as needed.

FY 2021 PEAs Kentucky:

- 1. Transportation Improvement Plan:** The TIP shall include a description of the anticipated effect of the TIP towards achieving the performance targets identified in the MTP, linking investment priorities to those performance targets.
- 2. Metropolitan Transportation Plan:** Environmental Mitigation – Include a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the MTP.

The FY 2022 PEAs Indiana:

Pedestrian Safety has been highlighted by FHWA recently due to the acknowledgement of the increase in pedestrian fatalities far out pacing the increase in overall traffic fatalities over the past decade (44% increase for ped fatals vs. 9% increase for all fatals). While only one city in Indiana has been designated a pedestrian/bicycle focus city by FHWA, all metropolitan areas would benefit from an emphasis on addressing pedestrian safety in their plans. Eighty-one percent of all pedestrian fatalities occur in urban settings (2018 data). The focus on getting a good handle on the data, data analysis, programming improvements (hot spot and systemic), and constructing projects will ultimately save lives and prevent serious injuries to the most vulnerable users of our transportation system.

Resiliency is one of the ten planning factors per Fixing America's Surface Transportation Act (FAST Act). It is defined as the ability to anticipate, prepare for, and adapt to changing conditions and withstand, respond to, and recover rapidly from disruptions. INDOT and the MPOs need to ensure resiliency is being considered in the transportation planning process. FAST Act makes reducing the vulnerability of the existing transportation infrastructure to natural disasters a part of the metropolitan transportation plan. It also adds the requirement for MPOs to coordinate with officials responsible for natural disaster risk reductions when developing the MTP and TIP. FHWA anticipates issuing a new guidebook on this subject.

Metropolitan Planning Area & Urbanized Area Boundaries INDOT and the MPOs should work together to prepare updates to the Metropolitan Planning Area Boundaries as well as any adjusted Urbanized Area Boundaries as a result of the 2020 Census.

Human Service Coordinated Transportation Plan (HSCTP) review or update, the Federal Team recommends review of the Coordinated Council on Access and Mobility (CCAM) tools, particularly the inventory of federal programs that fund transportation. We encourage partnerships with other Federal agencies as there are matching opportunities available to allow for 100% federal support of transit projects. The FTA-funded National Center for Mobility Management (NCMM) can help identify CCAM partners, explore cooperative funding and match programs, and address technical assistance needs.

Micromobility In furtherance of efforts relating the Americans with Disabilities Act compliance and the growing use of micromobility modes and their potential impacts on the pedestrian environment, MPOs, advocacy groups and government partners are encouraged continue to coordinate through the E-Scooter/ADA Committee as coordinated by the statewide MPO Council.

FY 2022 PEAs Kentucky:

1. **MAP-21/FAST Act/Planning Regulation Implementation**
2. **Public Involvement** (including Virtual Public Involvement VPI)
3. **Strategic Highway Network (STRAHNET)/Department of Defense (DOD) Coordination**
(coordinating transportation planning with military facilities within a State and metropolitan areas)
4. **Planning and Environmental Linkages (PEL)**
5. **Data in Transportation Planning**
6. **Equity in Transportation Planning**

The new administration may add: resiliency, economic recovery, and COVID-19.

WHAT DO FUNDING ABBREVIATIONS STAND FOR?

1. **FTA** - Federal Transportation Administration Sections: 5303, 5307, 5310, 4311, 5339
2. **FHWA** - Federal Highway Administration
3. **INDOT** - Indiana Department of Transportation
4. **KYTC** - Kentucky Transportation Cabinet.
5. **Local Share** - local funds from Evansville MPO member governments used to match the UPWP Federal funds in carrying out the projects in the UPWP.
6. **Local Match** - local funds from Evansville MPO member governments used to match Federal funds in carrying out special projects relating to that jurisdiction, such as special studies ie bicycle plan.
7. **STBG** - Surface Transportation Block Grant
8. **SPR** - State Planning and Research
9. **DHHS** - Department of Health & Human Services
10. **CMAQ** - Congestion, Mitigation, Air Quality
11. **HUD** - Housing and Urban Development
12. **HSIP** - Highway Safety Improvement Program
13. **STP** - Surface Transportation Program

TASK 100 ADMINISTRATION / PUBLIC PARTICIPATION

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 2019 & FY 2020 UPWP.
- Developed FY 2021 & FY 2022 UPWP.
- Created a new MPO website and a conference website to provide a user-friendly experience for all users.
- Training and Webinars to promote professional growth for MPO staff.
- Evansville MPO Employee Handbook and Policy amendments.
- Compliance Reviews.
- 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. Hosted the 2018 multi-Statewide MPO Conference.
- 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 Public Participation Plan.

FY 2021 & FY 2022 ACTIVITIES

- Live streaming and record Policy Meetings.
- Monitor laws and ordinances including the MAP & FAST Act.
- Participate in MPO Council and working groups.
- Maintain 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.
- Ensure that transportation equity is evaluated during the transportation process.
- 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. KY Title VI due 3/31.
- Provide Title VI, ADA, and LEP awareness training annually to staff.

FY 2021 & FY 2022 ACTIVITIES CONTINUED

- Administer monthly technical and policy meetings including preparing agendas, minutes, materials, and publicizing the information to citizens.
- Update the 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.
- Periodic review of the Participation Plan for effectiveness according to 23 CFR 450.316.
- Evaluate new strategies for the Participation Plan such as incorporate social media as a public involvement tool into the participation plan and add additional virtual public involvement options.
- 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.
- Continue to coordinate with MPOs, advocacy groups and government partners with the E-Scooter/ADA Committee through the statewide MPO Council to determine their potential impacts on the pedestrian environment and ADA compliance.
- 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, National Association of Regional Councils, TransCAD, Institute of Transportation Engineers, McTrans – University of Florida Transportation Institute among others.
- 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 2021 & FY 2022 UPWP and amend FY 2022 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 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 and planning agencies.
- Continue to amend the Evansville MPO Employee 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.
- Develop annual Title VI Goals and Accomplishments Report and add to the appendix of the Title VI Implementation Plan.
- Assist LPAs in developing Section 504 ADA Transition Plans.
- Work with the state in the development of a Mobility Management Network
- Update the Planning MOA to address FAST Act requirements especially in the sharing, selection, reporting, and data collection of performance targets.
- Prepare the FY 2023 & FY 2024 Unified Planning Work Program

- Prepare and submit Federal and State required reports such as the 941, UC-1, W-2s, 1099-MISC, Annual Report, etc.
- Activities to assist in the FHWA Certification Review and to address any opportunities listed in the report.

FINAL PRODUCTS

- FY 2020 Annual Performance and Expenditures Completion Report
- FY 2021 Annual Performance and Expenditures Completion Report
- FY 2020 Annual Audit and CFDA letters to the appropriate agencies
- FY 2021 Annual Audit and CFDA letters
- Quarterly invoice and progress reports
- Participation Plan updates
- FY 2021 & FY 2022 Unified Planning Work Program amendments (April 2021)
- FY 2022 budget
- FY 2023 budget
- FY 2022 Cost Allocation Plan
- FY 2023 Cost Allocation Plan
- FY 2022 contracts and applications
- FY 2023 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
- Streamed Meetings
- Minutes, agenda, and supporting documentation
- Public notices, media coverage, news releases
- Web-based information systems: Facebook, website, etc.
- EJ/Title VI / ADA Transition Plans consideration in Project Selection/Prioritization Process lists
- Title VI documents
- Limited English Proficiency Plan updates
- Trainings, webinars, conferences including the Indiana MPO Conference and Road School
- ADA Transition Plan status report updates
- Biannual Evansville MPO Express Newsletter
- Certification Review Documents

Task 100 Budget Summary

FY 2021	1-Jul-20	through	30-Jun-21	
State	PL	State Match	Local Match	Total
IN	\$ 130,000	\$ -	\$ 32,500	\$ 162,500
KY	\$ 20,000	\$ 1,250	\$ 3,750	\$ 25,000
TOTAL	\$ 150,000	\$ 1,250	\$ 36,250	\$ 187,500

man hours 2,220

FY 2022	1-Jul-21	through	30-Jun-22	
State	PL	State Match	Local Match	Total
IN	\$ 130,000	\$ -	\$ 32,500	\$ 162,500
KY	\$ 20,000	\$ 1,250	\$ 3,750	\$ 25,000
TOTAL	\$ 150,000	\$ 1,250	\$ 36,250	\$ 187,500

man hours 2,237

Responsibility : The Evansville MPO Staff

TASK 200 DATA COLLECTION & ANALYSIS

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

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
- Created GIS layers using crash data

FY 2021 & FY 2022 ACTIVITIES

- Continue to collect data and build models (Travel Demand Model; Microsimulator; and HCS+) to evaluate the potential effects of changes in regional growth and/or the transportation system on the environment in Kentucky and Indiana.
- 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.
- Monitor and communicate changes in housing and employment to KYTC and INDOT through the modal.
- 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. Crash data layers will be available for Kentucky through PL.
- Continue to use the MicoPAVER and PASER pavement management software to assist LPAs in selecting projects in their areas. Including expansion into Henderson County.
- Access the National Performance Management Research Data Sets to analyze data with travel time segments and coordinate with the Modal Branch.
- Maintain and update the Congestion Management Process.

- Create and perform detailed intersection crash analysis reports for any local public agency (LPA) in the planning area upon request.
- Local Road Safety Plans (LRSP) to improve safety on jurisdiction's roads. Evaluate crashes and make correlations between the crash and characteristics such as weather, corridors, pedestrian, ect.
- Implement LRSP improvements.

INDOT State-owned TRAFFIC COUNT PROGRAM: Continue to collect traffic data for INDOT in Gibson, Posey, Vanderburgh, and Warrick counties on a 3-year schedule and upload them into the state's MS2 program.

INDOT Non-State-owned TRAFFIC COUNT PROGRAM: Continue to collect traffic data for INDOT in Gibson, Posey, Vanderburgh, and Warrick counties on a 3-year schedule and upload them into the state's MS2 program.

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.
- Assist the local government in creation of their transportation plans.
- Provide technical assistance to INDOT in these rural counties.
- Provide Pavement management through MicroPaver to the State.
- Provide crash analysis data for the rural counties. 3-year base

FINAL PRODUCTS

- Data files (traffic counts, GPS locations, turning movements)
- GIS Layers
- Traffic Volume Maps
- Local Transportation Plans (if applicable)
- Congestion Management Process Updates
- Grant Applications (rural/traffic counts)
- Local Road Safety Plans (LRSPs) (provide technical assistance)
- Quarterly meeting project update forms
- Premium Rural Countywide traffic counts including RR crossings and GPS locations
- Interactive GIS website including traffic counts download available to the public on the website

Task 200 Budget Summary

FY 2021		1-Jul-20	through	30-Jun-21				
State	PL	HSIP (100%)	SPR PL	SPR T.C.	State Match	Local Match	Total	
IN	\$ 80,000	\$ 100,000	\$ 39,260	\$ 50,000	\$ 14,392	\$ 27,923	\$ 311,575	
KY	\$ 10,000				\$ 625	\$ 1,875	\$ 12,500	
TOTAL	\$ 90,000	\$ 100,000	\$ 39,260	\$ 50,000	\$ 15,017	\$ 29,798	\$ 324,075	

man hours

3,837

FY 2022		1-Jul-21	through	30-Jun-22				
State	PL	HSIP (100%)	SPR	SPR T.C.	State Match	Local Match	Total	
IN	\$ 80,000	\$ 100,000	\$ 38,948	\$ 50,000	\$ 14,280	\$ 27,957	\$ 311,185	
KY	\$ 10,000				\$ 625	\$ 1,875	\$ 12,500	
TOTAL	\$ 90,000	\$ 100,000	\$ 38,948	\$ 50,000	\$ 14,905	\$ 29,832	\$ 323,685	

man hours

3862

Responsibility : The Evansville MPO Staff

TASK 300 SHORT RANGE PLANNING / MANAGEMENT SYSTEMS

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.

RECENT ACCOMPLISHMENTS

- Processed TIP amendments and modifications and resolutions.
 - Submitted the obligated projects list.
 - FY 2020-2024 TIP.
 - Surface Transportation Block Grant Program (STBG) 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 2021 & FY 2022 ACTIVITIES

- Process TIP amendments, modifications, and resolutions.
- Complete a FY 2022-2026 Transportation Improvement Program.
- Continue to meet quarterly with Indiana and Kentucky 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 assist KYTC with Strategic Highway Investment Formula for Tomorrow (SHIFT) prioritization process for unfunded projects to receive state funds.
- Continue to coordinate with KYTC in identifying and updating projects in the Continuous Highway Analysis Framework (CHAF).
- Continue to monitor and track the INDOT Program of Projects.
- Continue to coordinate and prepare the Annual Listing of Obligated Projects.
- Continue to conduct Red Flag Investigations (RFI) as part of the TIP development process.
- Continue to coordinate resilience and reliability with KYTC and INDOT on evaluations of damage-prone areas.
- Continue to monitor ITS Architecture projects and update as necessary.

- 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 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, STBG, CMAQ, Transportation alternatives.
- Update to the Prioritization Process for Call for Projects
- Continue to incorporate performance-based planning requirements and explore ways to evaluate how the TIP's investment priorities will help achieve targets established in the MTP
- Identify and list in the TIP which projects support the targets listed in the MTP
- Provide assistance to INDOT to update the Planning Roles and Responsibilities Cooperating Operating Manual (PRRCOM).
- Traffic Incident Management (TIM) Activities such as providing data for performance measures, funding an ITS project, market TIM to elected officials, and facilitate TIM responder Training.
- Collaborate and coordinate transportation planning with military facilities within the state and metropolitan areas with the Department of Defense (DOD) Strategic Highway Network (STRAHNET)

FINAL PRODUCTS

- TIP amendments, modifications, and resolutions
- Self-Certification Statements (included in new TIP)
- FY 2022-2026 Transportation Improvement Program (TIP)
- Traffic Impact Studies, right of way vacations, rezoning petitions, site review petitions, and subdivision review
- Recommendations on Federal Aid Projects
- (STBG) 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
- Planning Roles & Responsibilities Cooperating Operating Manual Update (assist INDOT)
- ITS Architecture Updates
- Regional Pavement Management System updates to assist in the local five-year planning
- Henderson Project Coordination Team meetings
- Continuous Highway Analysis Framework (CHAF) forms (KY)
- Freight Database, Freight Volume Map, and Freight GIS layer

Task 300 Budget Summary

FY 2021	1-Jul-20	through	30-Jun-21		
State	PL	STBG	State Match	Local Match	Total
IN	\$ 102,382	\$ 90,000	\$ -	\$ 48,096	\$ 240,478
KY	\$ 17,600	\$ -	\$ 1,100	\$ 3,300	\$ 22,000
TOTAL	\$ 119,982	\$ 90,000	\$ 1,100	\$ 51,396	\$ 262,478

man hours 3,108

FY 2022	1-Jul-21	through	30-Jun-22		
State	PL	STBG	State Match	Local Match	Total
IN	\$ 94,290	\$ 108,000		\$ 50,573	\$ 252,863
KY	\$ 20,000		\$ 1,250	\$ 3,750	\$ 25,000
TOTAL	\$ 114,290	\$ 108,000	\$ 1,250	\$ 54,323	\$ 277,863

man hours 3,315

Responsibility : The Evansville MPO Staff

TASK 400 LONG RANGE PLANNING

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.

RECENT ACCOMPLISHMENTS

- Statewide CMAQ call for projects
- 2045 Metropolitan Transportation Plan
- Air Quality Updates
- Conduct CMAQ and air quality analysis for project support

FY 2021 & FY 2022 ACTIVITIES

- Establish and track targets and performance measures provided in the Metropolitan Transportation Plan (MTP). 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.
- Include a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities that may have the greatest potential to restore and maintain the environmental functions affected by the MTP.
- 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.
- Coordinate with officials responsible for natural disaster risk reductions when developing the MTP and TIP.
- 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.
- Partner with INDOT and KYTC on the I-69 Corridors and Ohio River Crossing
- 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
- Assist in coordination with the State as needed in District Transportation Plans
- Incorporate the National Performance Measures which have been issued and tracking.
- Continue to incorporate performance-based planning requirements including selecting, reporting, sharing, and collection of data according to FAST Act requirements for the performance targets

FINAL PRODUCTS

- Targets and Performance Measures Updates as needed
- Annual Performance Measures Report
- 2045 Metropolitan Transportation Plan Updates
- INDOT Corridor Studies conducted by the consultant in partnership with the EMPO.

Task 400 Budget Summary

FY 2021		1-Jul-20	through	30-Jun-21	
State	PL	State Match	Local Match	Total	
IN	\$ 70,000	\$ -	\$ 17,500	\$ 87,500	
KY	\$ 8,000	\$ 500	\$ 1,500	\$ 10,000	
TOTAL	\$ 78,000	\$ 500	\$ 19,000	\$ 97,500	

man hours 1,155

FY 2022		1-Jul-21	30-Jun-22	
State	PL	State Match	Local Match	Total
IN	\$ 54,000		\$ 13,500	\$ 67,500
KY	\$ 5,600	\$ 1,050	\$ 350	\$ 7,000
TOTAL	\$ 59,600	\$ 1,050	\$ 13,850	\$ 74,500

man hours 889

Responsibility : The Evansville MPO Staff

TASK 500 TRANSIT AND ACTIVE TRANSPORTATION

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.

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)
 - Evansville – Henderson Regional Transportation Guide
-

FY 2021 & FY 2022 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.
- Review of the Coordinated Council on Access and Mobility (CCAM) tools, particularly the inventory of federal programs that fund transportation.
- Research of partnerships with other Federal agencies as there are matching opportunities available to allow for 100% federal support of transit projects.
- 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 (TAM) and Transit Safety performance measures and targets and creation and updates of the TAM plan.
- Coordinate quarterly Regional Transit Advisory Committee (RTAC) meetings with public and non-profit transportation providers.
- Continuous updates of the Evansville-Henderson Regional Transportation Guide with assistance from RTAC members.
- Develop annual Transit Asset Management (TAM) Targets in coordination with METS and HART and add to the appendix of the TAM Plan.

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
- Transit Asset Management Plan
- Annual/Quarterly FTA Milestone and Federal Financial Reports
- Required inspection of 5310 vehicle records
- Evansville- Henderson Regional Transportation Guide Updates

Task 500 Budget Summary

FY 2021	1-Jul-20	through	30-Jun-21				
State	PL	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total
IN	\$ 70,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 20,000	\$ 100,000
KY	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 625	\$ 6,875	\$ 37,500
FTA Direct	\$ -	\$ -	\$ -	\$ 24,967	\$ -	\$ -	\$ 24,967
TOTAL	\$ 80,000	\$ 10,000	\$ 20,000	\$ -	\$ 625	\$ 26,875	\$ 162,467

man hours 1,924

FY 2022	1-Jul-21	through	30-Jun-22				
State	PL	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total
IN	\$ 70,000		\$ 10,000	\$ -	\$ -	\$ 20,000	\$ 100,000
KY	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 625	\$ 6,875	\$ 37,500
FTA Direct				\$ 25,280			\$ 25,280
TOTAL	\$ 80,000	\$ 10,000	\$ 20,000	\$ -	\$ 625	\$ 26,875	\$ 162,780

man hours 1,942

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

- FTA 5307 funding is provided in FTA's TrAMS system in a grant through METS and HART and paid to the EMPO through these 5307 grants by the transit agencies.

PURPOSE

Project 1 – 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.

RECENT ACCOMPLISHMENTS

Project 1– Remix has been used for Title VI Analysis for METS, route and detour planning, demographic analysis of routes, Call for Projects scoring, and Performance Measures.

The previous 3-year contract was completed in April 2021.

FY 2021 & FY 2022 ACTIVITIES

FY Project 1 – The MPO will utilize Remix for Transit Planning, Travel Time Visualizations, Route modifications and design, Title VI analysis & reporting, and demographic analysis.

FINAL PRODUCTS

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

A purchase order for the 3-year contract will be obligated into one purchase order 5/1/21-4/30/24.

Task 600.1 Budget Summary - Remix

FY 2021	1-May-21	through	30-Jun-21
State	STBG	Local Match	Total
IN	\$ 11,856	\$ 2,964	\$ 14,820
TOTAL	\$ 11,856	\$ 2,964	\$ 14,820
man hours	-	This is acquisition of software	
METS will provide \$2,964 local match			
FY 2022	1-May-22	through	30-Jun-22
State	STBG	Local Match	Total
IN	\$ 11,856	\$ 2,964	\$ 14,820
TOTAL	\$ 11,856	\$ 2,964	\$ 14,820
man hours	-	This is acquisition of software	
METS will provide \$2,964 local match			
FY 2022	1-May-23	through	30-Jun-23
State	STBG	Local Match	Total
IN	\$ 11,856	\$ 2,964	\$ 14,820
TOTAL	\$ 11,856	\$ 2,964	\$ 14,820
man hours	-	This is acquisition of software	
METS will provide \$2,964 local match			
Purchase Or	5/1/2021	through	4/30/2024
State	STBG	Local Match	Total
TOTAL	\$ 35,568	\$ 8,892	\$ 44,460

BUDGET TABLES

FY 2021 BUDGET SUMMARIES BY TASK AND STATE

FY 2021 TOTAL BUDGET SUMMARIES

FY 2021			1-Jul-20 through		30-Jun-21		FHWA					FTA					
TASK	Title	State	PL	STBG	HSIP (100%)	SPR PL	SPR STC	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total				
100	Admin/Pub	IN	\$ 130,000									\$ 32,500	\$ 162,500				
100	Admin/Pub	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000				
200	Data	IN	\$ 80,000		\$ 100,000	\$ 39,260	\$ 50,000				\$ 14,392	\$ 27,923	\$ 311,575				
200	Data	KY	\$ 10,000								\$ 625	\$ 1,875	\$ 12,500				
300	Short Plan	IN	\$ 102,382	\$ 90,000								\$ 48,096	\$ 240,478				
300	Short Plan	KY	\$ 17,600								\$ 1,100	\$ 3,300	\$ 22,000				
400	Long Plan	IN	\$ 70,000									\$ 17,500	\$ 87,500				
400	Long Plan	KY	\$ 8,000								\$ 500	\$ 1,500	\$ 10,000				
500	Transit/Ped	IN	\$ 70,000						\$ 10,000			\$ 20,000	\$ 100,000				
500	Transit/Ped	KY	\$ 10,000					\$ 10,000	\$ 10,000		\$ 625	\$ 6,875	\$ 37,500				
500	Transit/Ped	FTA Direct								\$ 24,967			\$ 24,967				
600	Special P1	IN		\$ 35,568								\$ 8,892	\$ 44,460				
TOTAL			\$ 517,982	\$ 90,000	\$ 100,000	\$ 39,260	\$ 50,000	\$ 10,000	\$ 20,000	\$ 24,967	\$ 18,492	\$ 172,211	\$ 1,078,480				

FY 2021 INDIANA BUDGET SUMMARY

		FHWA										FTA			
TASK	Title	State	PL	STBG	HSIP (100%)	SPR PL	SPR STC	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total		
100	Admin/Pub	IN	\$ 130,000									\$ 32,500	\$ 162,500		
200	Data	IN	\$ 80,000		\$ 100,000	\$ 39,260	\$ 50,000				\$ 14,392	\$ 27,923	\$ 311,575		
300	Short Plan	IN	\$ 102,382	\$ 90,000								\$ 48,096	\$ 240,478		
400	Long Plan	IN	\$ 70,000									\$ 17,500	\$ 87,500		
500	Transit /Ped	IN	\$ 70,000						\$ 10,000			\$ 20,000	\$ 100,000		
500	Transit /Ped	FTA Direct								\$ 24,967			\$ 24,967		
600	Special P1	IN		\$ 35,568								\$ 8,892	\$ 44,460		
	TOTAL		\$ 452,382	\$ 90,000	\$ 100,000	\$ 39,260	\$ 50,000	\$ -	\$ 10,000	\$ 24,967	\$ 14,392	\$ 154,911	\$ 927,020		

FY 2021 KENTUCKY BUDGET SUMMARY

FY 2021 RENTHOUR BUDGET SUMMARY													
		FHWA						FTA					
TASK	Title	State	PL	STBG	HSIP (100%)	SPR		FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total
100	Admin/Pub	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000
200	Data	KY	\$ 10,000								\$ 625	\$ 1,875	\$ 12,500
300	Short Plan	KY	\$ 17,600								\$ 1,100	\$ 3,300	\$ 22,000
400	Long Plan	KY	\$ 8,000								\$ 500	\$ 1,500	\$ 10,000
500	Transit/Ped	KY	\$ 10,000					\$ 10,000	\$ 10,000		\$ 625	\$ 6,875	\$ 37,500
	TOTAL		\$ 65,600	\$ -	\$ -	\$ -		\$ 10,000	\$ 10,000	\$ -	\$ 4,100	\$ 17,300	\$ 107,000

FY 2022 BUDGET SUMMARIES BY TASK AND STATE

FY 2022 TOTAL BUDGET SUMMARIES

FY 2022			1-Jul-21 through		30-Jun-22								
			FHWA				FTA						
TASK	Title	State	PL	STBG	HSIP (100%)	SPR PL	SPR STC	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total
100	Admin/Pub	IN	\$ 130,000									\$ 32,500	\$ 162,500
100	Admin/Pub	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000
200	Data	IN	\$ 80,000		\$ 100,000	\$ 38,948	\$ 50,000				\$ 14,280	\$ 27,957	\$ 311,185
200	Data	KY	\$ 10,000								\$ 625	\$ 1,875	\$ 12,500
300	Short Plan	IN	\$ 94,290	\$ 108,000								\$ 50,573	\$ 252,863
300	Short Plan	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000
400	Long Plan	IN	\$ 54,000									\$ 13,500	\$ 67,500
400	Long Plan	KY	\$ 5,600								\$ 1,050	\$ 350	\$ 7,000
500	Transit/Ped	IN	\$ 70,000						\$ 10,000			\$ 20,000	\$ 100,000
500	Transit/Ped	KY	\$ 10,000					\$ 10,000	\$ 10,000		\$ 625	\$ 6,875	\$ 37,500
500	Transit/Ped	FTA Direct								\$ 25,280		\$ -	\$ 25,280
	TOTAL		\$ 493,890	\$ 108,000	\$ 100,000	\$ 38,948	\$ 50,000	\$ 10,000	\$ 20,000	\$ 25,280	\$ 19,080	\$ 161,130	\$ 1,026,328

FY 2022 INDIANA BUDGET SUMMARY

TASK		Title	State	FHWA				FTA						Total
				PL	STBG	HSIP (100%)	SPR PL	SPR STC	FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	
100		Admin/Pub	IN	\$ 130,000									\$ 32,500	\$ 162,500
200		Data	IN	\$ 80,000		\$ 100,000	\$ 38,948	\$ 50,000				\$ 14,280	\$ 27,957	\$ 311,185
300		Short Plan	IN	\$ 94,290	\$ 108,000								\$ 50,573	\$ 252,863
400		Long Plan	IN	\$ 54,000									\$ 13,500	\$ 67,500
500		Transit /Ped	IN	\$ 70,000						\$ 10,000			\$ 20,000	\$ 100,000
500		Transit /Ped	FTA Direct								\$ 25,280		\$ -	\$ 25,280
TOTAL				\$ 428,290	\$ 108,000	\$ 100,000	\$ 38,948	\$ 50,000	\$ -	\$ 10,000	\$ 25,280	\$ 14,280	\$ 144,530	\$ 919,328

FY 2022 KENTUCKY BUDGET SUMMARY

		FHWA							FTA				
TASK	Title	State	PL	STBG	HSIP (100%)	SPR		FTA 5303	FTA 5307	FTA 5310	State Match	Local Match	Total
100	Admin/Pub	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000
200	Data	KY	\$ 10,000								\$ 625	\$ 1,875	\$ 12,500
300	Short Plan	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000
400	Long Plan	KY	\$ 5,600								\$ 1,050	\$ 350	\$ 7,000
500	Transit /Ped	KY	\$ 10,000					\$ 10,000	\$ 10,000		\$ 625	\$ 6,875	\$ 37,500
		TOTAL	\$ 65,600	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 4,800	\$ 16,600	\$ 107,000

Funding by Source

SOURCE	FY 2021				FY 2022			
	Federal	State	Local	Total	Federal	State	Local	Total
IN PL/5303	\$452,382	\$0	\$113,096	\$565,478	\$428,290	\$0	\$107,073	\$535,363
IN HSIP 100%	\$100,000	\$0	\$0	\$100,000	\$100,000	\$0	\$0	\$100,000
IN STBG	\$90,000	\$0	\$22,500	\$112,500	\$108,000	\$0	\$27,000	\$135,000
IN STBG-REMX	\$35,568	\$0	\$8,892	\$44,460	\$0	\$0	\$0	\$0
IN SPR - Planning	\$39,260	\$1,892	\$7,923	\$49,075	\$38,948	\$1,780	\$7,957	\$48,685
IN SPR State Traffic Count	\$50,000	\$12,500	\$0	\$62,500	\$50,000	\$12,500	\$0	\$62,500
KY FTA 5303	\$10,000	\$0	\$2,500	\$12,500	\$10,000	\$0	\$2,500	\$12,500
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	\$24,967	\$0	\$0	\$24,967	\$25,280	\$0	\$0	\$25,280
KY PL FUNDS	\$65,600	\$4,100	\$12,300	\$82,000	\$65,600	\$4,100	\$12,300	\$82,000
Total	\$887,777	\$18,492	\$172,211	\$1,078,480	\$846,118	\$18,380	\$161,830	\$1,026,328

SOURCE	FY 2021				FY 2022			
	Federal	State	Local	Total	Federal	State	Local	Total
FHWA- INDIANA Planning Cluster								
IN PL/5303	\$452,382	\$0	\$113,096	\$565,478	\$428,290	\$0	\$107,073	\$535,363
IN HSIP 100%	\$100,000	\$0	\$0	\$100,000	\$100,000	\$0	\$0	\$100,000
IN STPG	\$125,568	\$0	\$31,392	\$156,960	\$108,000	\$0	\$27,000	\$135,000
Sub-total	\$677,950	\$0	\$144,488	\$822,438	\$636,290	\$0	\$134,073	\$770,363
INDIANA SPR - TOTALS								
IN SPR	\$89,260	\$14,392	\$7,923	\$111,575	\$88,948	\$14,280	\$7,957	\$111,185
Sub-total	\$89,260	\$14,392	\$7,923	\$111,575	\$88,948	\$14,280	\$7,957	\$111,185
IN Total	\$767,210	\$14,392	\$152,411	\$934,013	\$725,238	\$14,280	\$142,030	\$881,548
FTA Funds								
FTA Funds	\$54,967	\$0	\$7,500	\$62,467	\$55,280	\$0	\$7,500	\$62,780
FTA Total	\$54,967	\$0	\$7,500	\$62,467	\$55,280	\$0	\$7,500	\$62,780
FHWA - KENTUCKY Planning								
KY PL Funds	\$65,600	\$4,100	\$12,300	\$82,000	\$65,600	\$4,100	\$12,300	\$82,000
KY Total	\$65,600	\$4,100	\$12,300	\$82,000	\$65,600	\$4,100	\$12,300	\$82,000
TOTAL	\$887,777	\$18,492	\$172,211	\$1,078,480	\$846,118	\$18,380	\$161,830	\$1,026,328

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION

Projected Fiscal Year 2021 Expense Summary

General Budget

ACCOUNT	DIRECT COSTS	INDIRECT COSTS	TOTAL
Salaries	\$393,458 a	\$148,298 ab	\$541,756
Fringe	\$356,302 c	\$0	\$356,302
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
Contractual- REMIX	\$14,820	\$0	\$14,820
Postage	\$0	\$900	\$900
Travel/Training	\$0	\$13,500	\$13,500
Printing & Advertising	\$0	\$2,000	\$2,000
Equipment	\$0	\$25,000	\$25,000
Insurance	\$0	\$11,222	\$11,222
Repairs & Maintenance	\$0	\$4,000	\$4,000
Rent	\$0	\$34,250	\$34,250
Subscriptions & Dues	\$0	\$6,500	\$6,500
Audit	\$0	\$20,490	\$20,490
Telephone	\$0	\$2,100	\$2,100
TOTAL	\$764,580	\$284,260 d	\$1,048,840

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 0.905566
- d. Indirect rate is estimated at 0.661494

2018 is based off of 51.4% of 2017's budget and only includes IN PL funding.

A Pre-Determined is rate is used for Fringe and Indirect on even years (2022).

FRINGE BREAKDOWN

Dental/ Vision/ Health Insurance	\$117,000
FICA	\$48,877
PERF	\$89,587
Workman Comp	\$2,097
Unemployment	\$500
Vacation, Holiday and Personal Leave	\$97,126
Accum-Sick V	\$1,115
TOTAL	\$356,302

EVANSVILLE METROPOLITAN PLANNING ORGANIZATION
Projected Fiscal Year 2022 Expense Summary
General Budget

ACCOUNT	DIRECT COSTS	INDIRECT COSTS	TOTAL
Salaries	\$396,544 a	\$150,151 ab	\$546,695
Fringe	\$360,161 c	\$0	\$360,161
Office Supplies	\$0	\$2,000	\$2,000
Garage & Motor	\$0	\$5,300	\$5,300
Small Equipment	\$0	\$1,000	\$1,000
Other Supplies	\$0	\$1,000	\$1,000
Fee For Service/ Legal	\$0	\$6,200	\$6,200
Postage	\$0	\$900	\$900
Travel/Training	\$0	\$12,500	\$12,500
Printing & Advertising	\$0	\$2,000	\$2,000
Equipment	\$0	\$10,500	\$10,500
Insurance	\$0	\$11,222	\$11,222
Repairs & Maintenance	\$0	\$4,000	\$4,000
Rent	\$0	\$34,250	\$34,250
Subscriptions & Dues	\$0	\$6,500	\$6,500
Audit	\$0	\$20,000	\$20,000
Telephone	\$0	\$2,100	\$2,100
TOTAL	\$756,705	\$269,623 d	\$1,026,328

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 0.905566 (Pre-determined)
- d. Indirect rate is estimated at 0.661494 (Pre-determined)

A Pre-Determined is rate is used for Fringe and Indirect on even years. (2022)

FRINGE BREAKDOWN

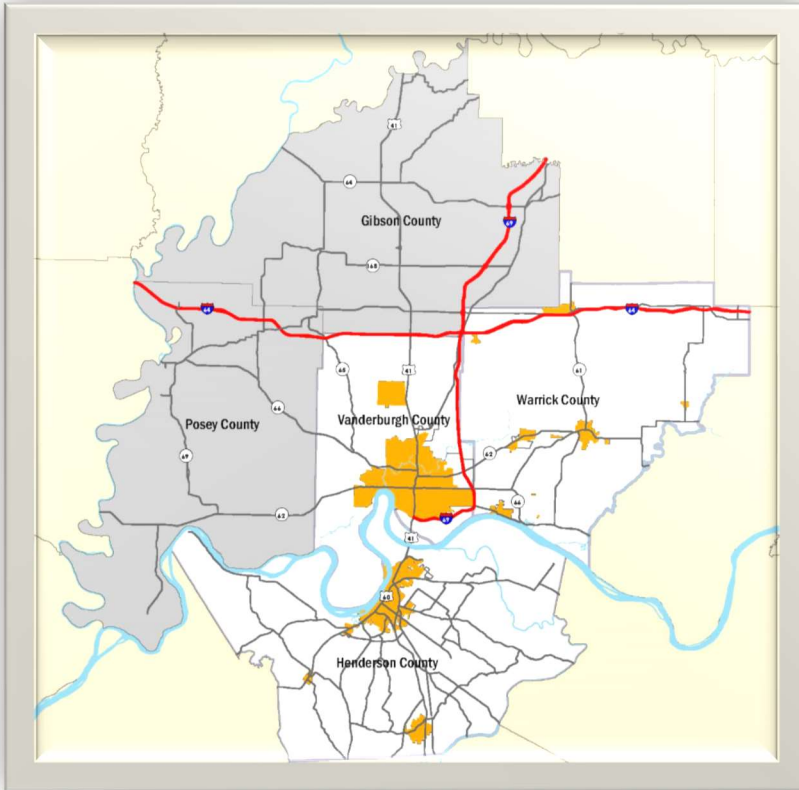
Dental/ Vision/ Health Insurance	\$117,000
FICA	\$49,368
PERF	\$90,496
Workman Comp	\$2,475
Unemployment	\$500
Vacation, Holiday and Personal Leave	\$99,079
Accum-Sick V	\$1,243
TOTAL	\$360,161

Final Products Schedule by Task (Continued)

100 Final Products	Estimated Completion Date
• FY 2020 Annual Performance and Expenditures Completion Report	Oct-20
• FY 2021 Annual Performance and Expenditures Completion Report	Oct-21
• FY 2020 Annual Audit and CFDA letters to the appropriate agencies	Mar-20
• FY 2021 Annual Audit and CFDA letters	Spring 21
• Quarterly invoice and progress reports	Quarterly
• Participation Plan updates	11/19/2020
• FY 2021 & FY 2022 Unified Planning Work Program amendments (April 2021)	Apr-21
• FY 2022 budget	Jun-21
• FY 2023 budget	Jun-22
• FY 2022 Cost Allocation Plan	Feb-21
• FY 2023 Cost Allocation Plan	Feb-22
• FY 2022 contracts and applications	Feb-July 21
• FY 2023 contract review and applications	Feb-July 22
• Quarter/year-end forms: W-2's, 1096, 1099-Misc, Wh-3, W-3, Form 100-R and Annual Report	Jan-Feb
• Bi-Monthly Project Update reports	Jan/Mar/May/July/Sept/Nov
• Streamed Meetings	Jan/Mar/May/July/Sept/Nov
• Minutes, agenda, and supporting documentation	Jan/Mar/May/July/Sept/Nov
• Public notices, media coverage, news releases	On Going
• Web-based information systems: Facebook, website, etc.	On Going
• Title VI / ADA Transition Plans consideration in Project Selection/Prioritization Process lists	As Needed
• Title VI documents	Spring 2021 & 2022
• Limited English Proficiency Plan updates	Spring 2021 & 2022
• Trainings, webinars, conferences including the Indiana MPO Conference and Road School	On Going
• ADA Transition Plan status report updates	As Needed
• Biannual Evansville MPO Express Newsletter	Spring/Summer 21 and Fall/Winter 22
• Certification Review Documents	Jan-21
200 Final Products	
• Data files (traffic counts, GPS locations, turning movements)	On Going
• GIS Layers	On Going
• Traffic Volume Maps	As Needed
• Local Transportation Plans (if applicable)	As Needed
• Congestion Management Process Updates	As Needed
• Grant Applications (rural/traffic counts)	Feb 2021, 2022
• Local Road Safety Plans (LRSPs) (provide technical assistance)	If requested
• Quarterly meeting project update forms	Quarterly
• Premium Rural Countywide traffic counts including RR crossings and GPS locations	On Going
• Interactive GIS Website	On Going

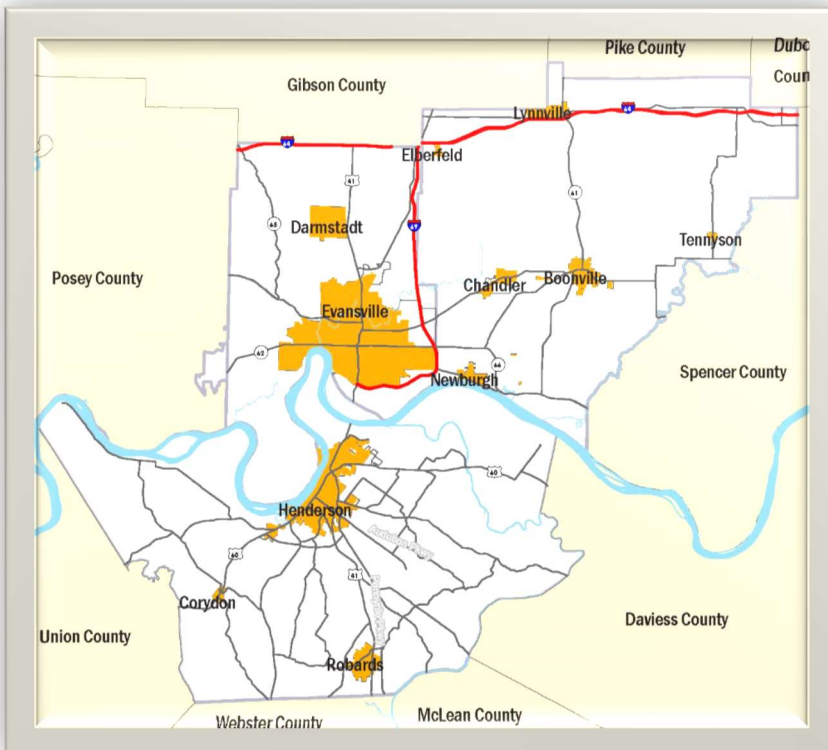
Final Products Schedule by Task (Continued)

300 Final Products		Estimated Completion Date
• TIP amendments, modifications, and resolutions		On Going
• Self-Certification Statements (included in new TIP)		Feb/March 2021
• FY 2022-2026 Transportation Improvement Program (TIP)		May-21
• Traffic Impact Studies, right of way vacations, rezoning petitions, site review petitions, and subdivision review		On Going; monthly
• Recommendations on Federal Aid Projects		On Going
• Call for Project Applications		Fall 2020
• Planning and Environmental Linkages efforts including Red Flag Investigations, storm water management, and green infrastructure		As Needed
• Obligated Projects List		Aug/Dec 2020, 2021
• Quarterly Project Tracking meetings and forms		Quarterly
• Planning Roles & Responsibilities Cooperating Operating Manual Update (assist INDOT)		As Needed
• ITS Architecture Updates		As Needed
• Regional Pavement Management System updates to assist in the local five-year planning		On Going
• Henderson Project Coordination Team meetings		Quarterly
• Continuous Highway Analysis Framework (CHAF) forms (KY)		As Needed
• Freight Database, Freight Volume Map, and Freight GIS layer		As Needed
400 Final Products		
• Targets and Performance Measures Updates as needed		On Going
• Annual Performance Measures Report		Spring 2021 & 2022
• 2045 Metropolitan Transportation Plan Updates		As Needed
• INDOT Corridor Studies conducted by the consultant in partnership with the EMPO.		The corridor studies were final in 2018. inquiries ongoing.
500 Final Products		
• Updates to the bicycle and pedestrian plans as needed		As Needed
• Attendance at bicycle and pedestrian related meetings		As Needed
• Various materials promoting pedestrian and bicycle safety and transit use.		As Needed
• Annual Certifications and Assurances		Spring 2021 & 2022
• FTA 5307, 5310, 5339 Grant Applications		Summer 2021 & 2022
• Coordinated Public Transit-Human Services Plan update		November 2021; as needed
• (Transit) Program Management Plan Update		Summer 2022
• Transit Asset Management Plan		January 2021 & 2022
• Annual/Quarterly FTA Milestone and Federal Financial Reports		October 2021 & 2022
• Required inspection of 5310 vehicle records		Summer 2021 & 2022
• Evansville- Henderson Regional Transportation Guide Updates		On Going



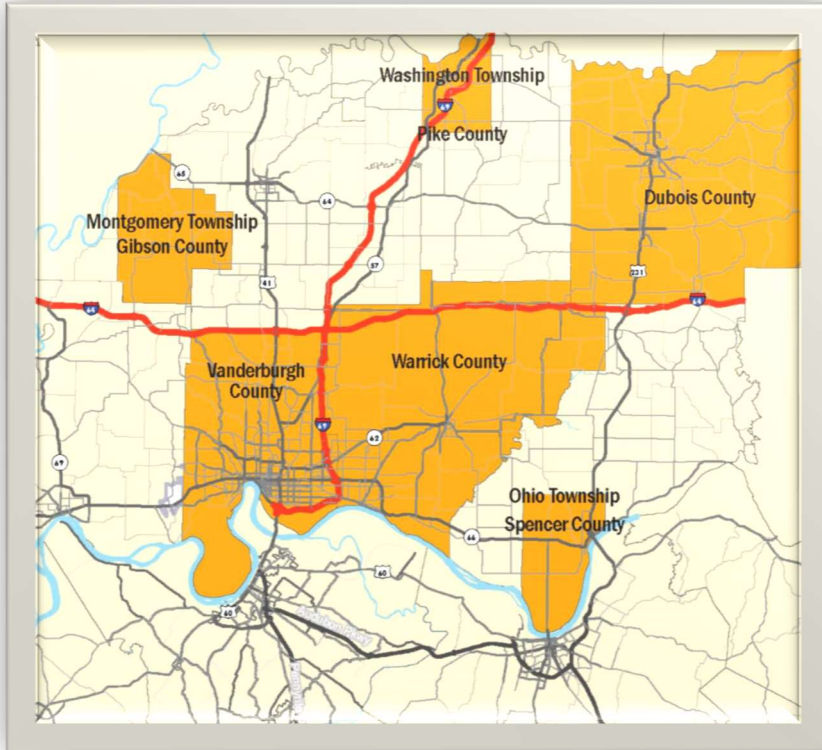
EVANSVILLE MPO

Regional
Transportation
Planning
Area



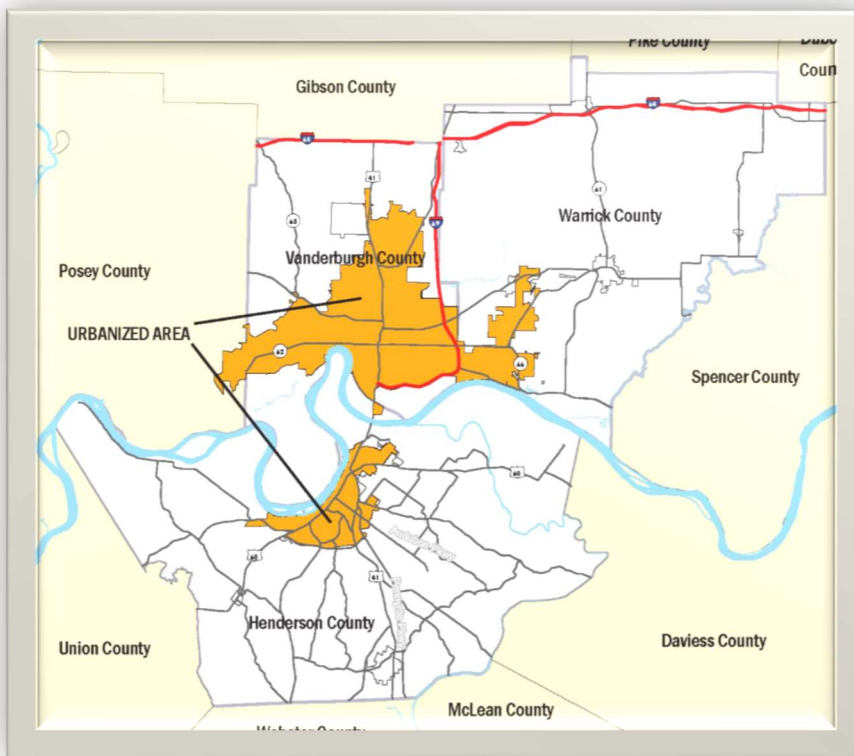
EVANSVILLE MPO

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

PURPOSE

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

RECENT ACCOMPLISHMENTS

11.12.15 Acquisition of replacement vans and additional vans for the Evansville Arc, Easter Seals Rehabilitation Center, Evansville Association for the Blind. Missing Pieces Community Development, and Warrick County Council on Aging.

15 vehicles have been awarded and placed into service between May 2015 – September 2019

FY 2021 & FY 2022 ACTIVITIES

To purchase vehicles for non-profit transportation agencies in 2021 & 2022 with Section 5310 funding.

FINAL PRODUCTS

Replacement vehicles (vans for the disabled)

ESTIMATED BUDGET

Project estimated costs: \$255,938 (per year)

FTA Section 5310 funds: \$204,750

Local share paid by the non-profits: \$51,188

These funds are administered through the TrAMS and Echo web-based programs.

ESTIMATED TIMEFRAME

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

RESPONSIBILITY

Evansville MPO to disperse the Section 5310 portion of the funds to the transit manufacturer and to perform vehicle inspections.

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

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 21st 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 31st to receive proper consideration.
3. The EMPO will complete its Cost Allocation Plan by February 28 and UPWP draft by April 1st 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:



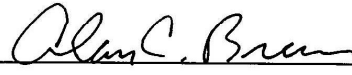
Marty Amsler
Chairman, Board of Public Works

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

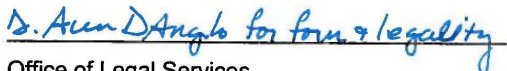
Date 2-5-15

For KYTC:



Secretary of Transportation
Commonwealth of Kentucky Transportation Cabinet

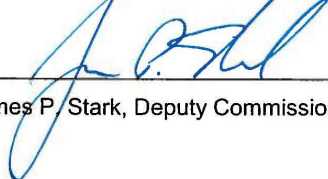
Date 3/20/15



Office of Legal Services
Commonwealth of Kentucky Transportation Cabinet

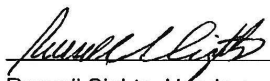
Date March 18, 2015

For INDOT:


James P. Stark, Deputy Commissioner, Innovative Project Delivery

Date 2/24/2015

For HART:


Russell Sights, Henderson City Manager
Henderson Area Rapid Transit

Date 2/9/15

For EMPO:


Policy Board President
Evansville Metropolitan Planning Organization

Date 2/5/15


Executive Director
Evansville Metropolitan Planning Organization

Date 2/12/15

**Memorandum of Agreement Between the
Evansville Metropolitan Planning Organization
and
Henderson Area Rapid Transit**

This Agreement is made between the Evansville Metropolitan Planning Organization (EMPO) and Henderson Area Rapid Transit (HART) acting by and through the City of Henderson, Kentucky. The Evansville Metropolitan Planning Organization will be the sub-recipient of the funds.

The sub-recipient's unique entity identifier (DUNS) is 958121675. The Federal Transit Administration (FTA) Federal Award Identification Number (FAIN) is KY-2019-005. The Federal Award Date was June 14, 2019.

Whereas, the EMPO is the designated Metropolitan Planning Organization (MPO) for the Evansville Metropolitan Area (MPA), and

Whereas, HART is the Public Transit Operator in the City of Henderson, Kentucky, and

Whereas, HART and the EMPO desire to reach an agreement, in which the EMPO agrees to be responsible for certain planning and administrative activities for HART in exchange for the EMPO being compensated by HART in the amount of Twelve Thousand Five Hundred Dollars (\$12,500.00), with \$10,000 coming from the FTA Section 5307 (CFDA: 20.507) award and a local share of \$2,500.

The EMPO agrees to perform the following activities for HART in the EMPO Fiscal Year 2020:

1. The EMPO will prepare and submit in TrAMS (Transit Award Management System) the HART annual FTA (Federal Transit Administration) Urbanized Area Formula Grant (Section 5307), Bus and Bus Facilities Formula Grant (Section 5339), and Mobility of Seniors and Individuals with Disabilities Program Grant (Section 5310) applications. This responsibility also includes the publication of the Program of Projects and the public participation requirements for both grants. These grants will contain no contingency projects, as projects should be known at the start of the grant process.
2. The EMPO will provide assistance to HART as needed to complete the annual Certifications and Assurances in TrAMS.
3. The EMPO will provide technical assistance to HART regarding the TrAMS internet based grant application and management program, including monitoring of quarterly milestone reports and other related services as reasonably requested by HART and/or City of Henderson Officials.
4. The EMPO will provide technical assistance to HART during the Triennial Review and act as a liaison with FTA Region V.

5. The EMPO will provide specialized transit planning assistance to HART as reasonably requested, including, but not limited to new marketing materials, route planning, or other reasonable requests. Remix transit planning software will be utilized to assist in transit planning.
6. The EMPO will provide assistance to HART in identifying sources of State and Federal funding.
7. The EMPO, with assistance from HART, will prepare and update the Regional Transit Asset Management Plan.
8. The EMPO will assist HART in preparing and updating the Public Transportation Agency Safety Plan (PTASP).
9. The EMPO will provide assistance to HART in preparing and updating HART's Title VI Program, Public Participation Plan, Limited English Proficiency Plan, and Safety Program as requested.
10. The EMPO will provide access to HART and auditors to EMPO's records and financial statements as necessary to meet requirements of the Federal award.

HART agrees to provide the following information/assistance to the MPO in Fiscal Year 2020:

1. HART will request available FTA funding amounts from the MPO prior to developing their FY 2020 budget. If full year apportionment data is not yet available from the FTA, the FY 2020 budget will be based on estimated totals until full year apportionment amounts are available.
2. HART will submit their FY 2020 budget, including all funding sources, to EMPO staff prior to January 1, 2020 in order to complete the FY 2020 grant application in TrAMS by the FTA's submittal deadline (typically by May 1). Delays in receipt of the budget by the EMPO will result in delays of completion of the grant application and subsequently availability of funds.
3. HART will provide the EMPO additional information and clarification regarding their FY 2020 budget as needed, in order to complete the grant submission on schedule.
4. HART will schedule public meetings required for submittal of the grant and receive approval from the City of Henderson Board of Commissioners to submit the grant in TrAMS. EMPO will provide a range of dates when the public meetings must be held in order to meet the submittal schedule.
5. HART will inform EMPO staff of the dates of HART's Triennial Review and provide EMPO staff with questions related to planning and grant development they will be asked to answer or assist in answering to the Triennial Review committee.
6. HART will attend the EMPO Certification Review as requested to assist the EMPO in answering HART related questions asked by the Federal Highway Administration (FHWA) and/or Federal Transit Administration (FTA).

7. HART will ensure that the City of Henderson's City Manager and City Attorney PIN the Certifications and Assurances in TrAMS within one month of notice of availability of Certifications and Assurances.
8. HART will work with EMPO staff and provide the appropriate information in order to complete updates to the Regional Transit Asset Management Plan.
9. HART will complete, submit, and update the Public Transportation Agency Safety Plan (PTASP) with assistance from EMPO staff.

Time of Performance

This Agreement shall commence on July 1, 2019 and conclude on June 30, 2020. The EMPO fee for services performed shall also commence and conclude on these dates. The Agreement will be incorporated as part of the Unified Planning Work Program (UPWP). A new Agreement will be created for the next Fiscal Year prior to the conclusion of this Agreement on June 30, 2020.

Compensation and Method of Payment

This Agreement for services performed is subject to the maximum compensation set forth in the Unified Planning Work Program (UPWP). The total amount due to the EMPO under this agreement shall be Twelve Thousand Five Hundred Dollars (\$12,500), with \$10,000 coming from the Section 5307 award and a local share of \$2,500, which shall be divided into installments and paid quarterly upon HART receipt of an invoice and a signed claim form. However, if either party cancels the Agreement, compensation will be made on a pro-rated basis covering the period of service. The MPO will bill HART for direct and indirect costs. The MPO's indirect cost rate is 66.68%. This agreement is closed out once the final invoice is sent and payment to the MPO is made.

Counterpart of the Agreement

This Agreement shall be executed in counterparts, each of which shall be deemed to be an original and such counterparts shall constitute one and the same instrument.

Notice

Any notice relating to this Agreement shall be in writing and signed by the party giving or serving the same and either served in person or delivered by certified mail, addressed to the party as follows:

Brenda Wethington, Transit Superintendent
HART
401 North Elm Street
P.O. Box 716 (*mailing*)
Henderson, KY 42420

Seyed Shokouhzadeh, Executive Director
Evansville MPO
One NW Martin Luther King, Jr. Blvd
Room 316
Evansville, Indiana 47708

Federal Award Requirements

The FTA Master Agreement is herein incorporated by reference.

Evansville Metropolitan Planning Organization
Policy Committee



Jack Corn, Jr., Chairperson



Rusty Fowler, Vice Chairperson

Mayor Lloyd Winnecke, Member

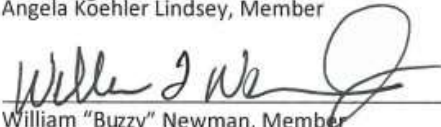
Dr. H. Dan Adams, Member



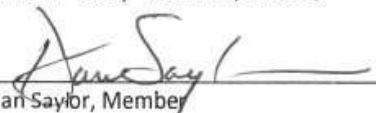
Jeff Hatfield, Member



Angela Koehler Lindsey, Member



William "Buzzy" Newman, Member



Dan Saylor, Member

William Hubiak, Member

Michael Lockard, Member



Todd M. Robertson, Member

Christy Powell, Member



Deneatra Henderson, Member
MPO/HART FY 2020 MOA

Attest By:



Seved Shokouhizadeh, Executive Director

Date: 9/12/19

City of Henderson, Kentucky

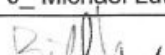


William "Buzzy" Newman, Henderson City Manager

Date: Sept. 12, 2019

CONTRACT PAYABLE APPROVAL FORM (02/2017)

Instructions for completing this form. 1. Please type all information. 2. Check all boxes that apply. 3. Obtain approvals in order stated below. 4. Attach a copy of the contract. 5. For amendments/renewals include original contract. 6. Attach this form and copy of contract to requisition	Controller's Office Use Only
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------

Date:	09/17/2019	Fiscal Year:	2020
DEPARTMENT INFORMATION			
Department Name:	METS	Contact Person:	Kerry Kamp
Phone Number:	812-435-5866	Email Address:	kkamp@evansville.in.gov
Account Name:	CONTRACTUAL SERVICES	Account Number:	1011603 431050
CONTRACT INFORMATION			
Vendor Name:	Evansville Metropolitan Planning Organization (MPO)	Vendor Number:	1956
Vendor Address:	Rm. 316-Civic Center Complex-1 NW M. L. King Jr. Blvd.		
Vendor Contact:	Seyed Shokouhzhadeh	Phone Number:	812-436-7833
Contract Begin Date:	July 1, 2019	Contract End Date:	June 30, 2020
Is there a renewal option: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Total Contract Amount:		12,500
Total amount of estimated revenue to be generated by contract:			
Method of Selection: Bid/Quotation <input type="checkbox"/> RFP <input type="checkbox"/> Negotiated <input type="checkbox"/> Emergency <input type="checkbox"/>			
Special Procurement <input type="checkbox"/> Other <input checked="" type="checkbox"/> Pass Thru Grant			
Does contract allow for cancellation if funds are not appropriated for future contract payments? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Contract Description (scope of services and justification of expense):			
EMPO will prepare and submit in TrAMS (Transit Award Management System) the METS annual FTA (Federal Transit Administration) Urbanized Area Formula Grant (Section 5307) (including any Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding transfers), Bus and Bus Facilities Formula Grant (Section 5339), and Mobility of Seniors and Individuals with Disabilities Program Grant (Section 5310) applications.			
ATTACH A COPY OF THE CONTRACT WITH AMORTIZATION SCHEDULE TO THIS FORM			
The following signatures of approval are required to be obtained (IN ORDER) prior to contract execution.			
Controller's Office:	Penny Hahn	Date:	10/16/2019
Purchasing Office:	Matt Maxwell	Date:	10/16/2019
City Legal Office:	J_ Michael Luttrull	Date:	10/23/19
Board Approval:		Date:	10-24-19

**Memorandum of Agreement Between the
Evansville Metropolitan Planning Organization
and the
Metropolitan Evansville Transit System**

This Agreement is made between the Evansville Metropolitan Planning Organization (EMPO) and the Metropolitan Evansville Transit System (METS) acting by and through the City of Evansville Board of Public Works (BPW). The Evansville Metropolitan Planning Organization will be the sub-recipient of the funds.

The sub-recipient's unique entity identifier (DUNS) is 958121675. The Federal Transit Administration (FTA) Federal Award Identification Number (FAIN) is IN-2019-012. The Federal Award Date was June 24, 2019.

WHEREAS, the EMPO is the designated Metropolitan Planning Organization (MPO) for the Evansville Metropolitan Area (MPA); and

WHEREAS, METS is the Public Transit Operator in the City of Evansville, Indiana; and

WHEREASE, METS and the EMPO desire to reach an agreement, in which the EMPO agrees to be responsible for certain planning and administrative activities for METS in exchange for the EMPO being compensated by METS in the amount of Twelve Thousand Five Hundred Dollars (\$12,500.00), with \$10,000 coming from the FTA Section 5307 (CFDA: 20.507) award and a local share of \$2,500.

The EMPO agrees to perform the following activities for METS in the EMPO Fiscal Year 2020:

1. The EMPO will prepare and submit in TrAMS (Transit Award Management System) the METS annual FTA (Federal Transit Administration) Urbanized Area Formula Grant (Section 5307) (including any Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding transfers), Bus and Bus Facilities Formula Grant (Section 5339), and Mobility of Seniors and Individuals with Disabilities Program Grant (Section 5310) applications. This responsibility also includes the publication of the Program of Projects and the public participation requirements for both grants. These grants will contain no contingency projects, as projects should be known at the start of the grant process.
2. The EMPO will coordinate a program review meeting with METS in January to discuss the status of current METS projects and funding requirements for potential future projects that may utilize Federal Highway Administration (FHWA) funding, specifically CMAQ funds. Following the meeting, the EMPO will inform METS of program amounts available in the next EMPO fiscal year.
3. The EMPO will provide assistance to METS as needed to complete the annual Certifications and Assurances in TrAMS.
4. The EMPO will provide technical assistance to METS regarding the TrAMS internet based grant application and management program, including monitoring of quarterly milestone reports and other related services as reasonably requested by METS and/or the City of Evansville Department of Transportation and Services.

5. The EMPO will provide technical assistance to METS during the Triennial Review and act as a liaison with FTA Region V.
6. The EMPO will provide specialized transit planning assistance to METS as reasonably requested, including, but not limited to new marketing materials, route planning, or other reasonable requests. Remix transit planning software will be utilized to assist in transit planning.
7. The EMPO will provide assistance to METS in identifying sources of State and Federal funding.
8. The EMPO, with assistance from METS, will prepare and update the Regional Transit Asset Management Plan.
9. The EMPO will assist METS in preparing and updating the Public Transportation Agency Safety Plan (PTASP).
10. The EMPO will assist METS in developing the ADA bus stop inventory to meet the ADA requirements and remain an eligible sub-recipient for Federal funding through INDOT.
11. The EMPO will provide assistance to METS in preparing and updating METS' Title VI Program, Public Participation Plan, Limited English Proficiency Plan, and Safety Program as requested.
12. The EMPO will provide access to METS and auditors to EMPO's records and financial statements as necessary to meet requirements of the Federal award.

METS agrees to provide the following information/assistance to the MPO in Fiscal Year 2020:

1. METS will request available FTA funding amounts from the MPO prior to developing their CY 2020 budget. If full year apportionment data is not yet available from the FTA, the CY 2020 budget will be based on estimated totals until full year apportionment amounts are available.
2. METS will attend a program review meeting in January to discuss the status of current METS projects and funding requirements for potential future projects that may utilize Federal Highway Administration (FHWA) funding.
3. METS will submit their CY 2020 budget, including all funding sources, to EMPO staff prior to January 1, 2020 in order to complete the CY 2020 grant application in TrAMS by the FTA's submittal deadline (typically by May 1). Delays in receipt of the budget by the EMPO will result in delays of completion of the grant application and subsequently availability of funds.
4. METS will provide the EMPO additional information and clarification regarding their CY 2020 budget as needed, in order to complete the grant submission on schedule.
5. METS will provide information and assistance to EMPO staff regarding public meetings held by the EMPO to fulfill grant requirements, including but not limited to, attendance at public meetings to answer public questions and placing EMPO staff on the Board of Public Works (BPW) meeting agenda when requested in order for EMPO staff to gain BPW approval to submit grants in TrAMS.
6. METS will inform EMPO staff of any public meetings conducted by METS.

5. The EMPO will provide technical assistance to METS during the Triennial Review and act as a liaison with FTA Region V.
6. The EMPO will provide specialized transit planning assistance to METS as reasonably requested, including, but not limited to new marketing materials, route planning, or other reasonable requests. Remix transit planning software will be utilized to assist in transit planning.
7. The EMPO will provide assistance to METS in identifying sources of State and Federal funding.
8. The EMPO, with assistance from METS, will prepare and update the Regional Transit Asset Management Plan.
9. The EMPO will assist METS in preparing and updating the Public Transportation Agency Safety Plan (PTASP).
10. The EMPO will assist METS in developing the ADA bus stop inventory to meet the ADA requirements and remain an eligible sub-recipient for Federal funding through INDOT.
11. The EMPO will provide assistance to METS in preparing and updating METS' Title VI Program, Public Participation Plan, Limited English Proficiency Plan, and Safety Program as requested.
12. The EMPO will provide access to METS and auditors to EMPO's records and financial statements as necessary to meet requirements of the Federal award.

METS agrees to provide the following information/assistance to the MPO in Fiscal Year 2020:

1. METS will request available FTA funding amounts from the MPO prior to developing their CY 2020 budget. If full year apportionment data is not yet available from the FTA, the CY 2020 budget will be based on estimated totals until full year apportionment amounts are available.
2. METS will attend a program review meeting in January to discuss the status of current METS projects and funding requirements for potential future projects that may utilize Federal Highway Administration (FHWA) funding.
3. METS will submit their CY 2020 budget, including all funding sources, to EMPO staff prior to January 1, 2020 in order to complete the CY 2020 grant application in TrAMS by the FTA's submittal deadline (typically by May 1). Delays in receipt of the budget by the EMPO will result in delays of completion of the grant application and subsequently availability of funds.
4. METS will provide the EMPO additional information and clarification regarding their CY 2020 budget as needed, in order to complete the grant submission on schedule.
5. METS will provide information and assistance to EMPO staff regarding public meetings held by the EMPO to fulfill grant requirements, including but not limited to, attendance at public meetings to answer public questions and placing EMPO staff on the Board of Public Works (BPW) meeting agenda when requested in order for EMPO staff to gain BPW approval to submit grants in TrAMS.
6. METS will inform EMPO staff of any public meetings conducted by METS.

7. METS will inform EMPO staff of the dates of METS' Triennial Review and provide EMPO staff with questions related to planning and grant development they will be asked to answer or assist in answering to the Triennial Review committee.
8. METS will attend the EMPO Certification Review as requested to assist the EMPO in answering METS related questions asked by the Federal Highway Administration (FHWA) and/or Federal Transit Administration (FTA).
9. METS will PIN the Certifications and Assurances in TrAMS, including requesting METS' Attorney to PIN the Certifications and Assurances, within one month of notice of availability of Certifications and Assurances.
10. METS will work with EMPO staff and provide the appropriate information in order to complete updates to the Regional Transit Asset Management Plan.
11. METS will complete, submit, and update the Public Transportation Agency Safety Plan (PTASP) with assistance from EMPO staff.
12. METS will complete, submit, and update the ADA bus stop inventory with assistance from EMPO staff.

Time of Performance

This Agreement shall commence on July 1, 2019 and conclude on June 30, 2020. The EMPO fee for services performed shall also commence and conclude on these dates. The Agreement will be incorporated as part of the Unified Planning Work Program (UPWP). A new Agreement will be created for the next Fiscal Year prior to the conclusion of this Agreement on June 30, 2020.

Compensation and Method of Payment

This Agreement for services performed is subject to the maximum compensation set forth in the Unified Planning Work Program (UPWP). The total amount due to the EMPO under this agreement shall be Twelve Thousand Five Hundred Dollars (\$12,500.00), with \$10,000 coming from the Section 5307 award and a local share of \$2,500, which shall be divided into installments and paid quarterly upon METS receipt of an invoice and a signed claim form. However, if either party cancels the Agreement, compensation will be made on a pro-rated basis covering the period of service. The MPO will bill METS for direct and indirect costs. The MPO's indirect cost rate is 66.68%. This Agreement is closed out once the final invoice is sent and payment to the MPO is made.

Counterpart of the Agreement

This Agreement shall be executed in counterparts, each of which shall be deemed to be an original and such counterparts shall constitute one and the same instrument.

Notice

Any notice relating to this Agreement shall be in writing and signed by the party giving or serving the same and either served in person or delivered by certified mail, addressed to the party as follows:

Kerry Kamp, Director
METS
601 John Street
Evansville, Indiana 47713

Seyed Shokouhzadeh, Executive Director
Evansville MPO
One NW Martin Luther King, Jr. Blvd
Room 316
Evansville, Indiana 47708

Required Federal Clause

The FTA Clauses as found in that certain FTA Master Agreement dated October 1, 2017 are hereby incorporated by reference.

Evansville Metropolitan Planning Organization
Policy Committee



Jack Corn, Jr., Chairperson



Rusty Fowler, Vice Chairperson

Mayor Lloyd Winnecke, Member



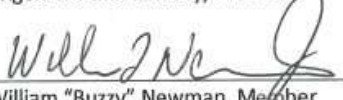
Dr. H. Dan Adams, Member



Jeff Hatfield, Member



Angela Koehler Lindsey, Member



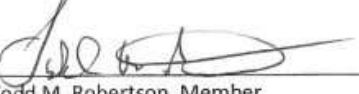
William "Buzzy" Newman, Member




Dan Saylor, Member

William Hubiak, Member

Michael Lockard, Member



Todd M. Robertson, Member



Christy Powell, Member



Degetra Henderson, Member
MPO/METS FY 2020 MOA

Attest By:




Seyed Shokouhzadeh, Executive Director

Date: 11/14/19

Metropolitan Evansville Transit System
Board of Public Works, City of Evansville

Marty Amsler, President



William Nix, Vice President



Sharon Walker, Member

Attest By:



Darlene Kirkwood

Date: 10-24-19



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N758
Indianapolis, Indiana 46204

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

Eric Holcomb, Governor
Joe McGuinness, Commissioner

February 1, 2021

Seyed Shokouhzadeh, Executive Director
Evansville Metropolitan Planning Organization
1 Northwest Martin Luther King Blvd.,
Evansville, Indiana 47708

Dear Mr. Shokouhzadeh,

INDOT has reviewed the FY 2022 Cost Allocation Plan presented by Evansville MPO for the period of July 1, 2021 through June 30, 2022.

In accordance 2 CFR 200.331, the Indiana Department of Transportation (INDOT), acting as the pass-through entity for the Federal Highway Administration (FHWA) approved the following indirect and fringe rates which will be monitored with respect to your Unified Planning Work Program Grant. Please include a copy of this letter in your UPWP for future reference. Should the indirect rates change during the FY 2022 grant period, please provide the revised information for re-approval and inclusion of the new rate letter as modification/inclusion in your UPWP Appendix. The approved rates are as follows:

Fringe	90.56%
Indirect	66.15%

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

Sincerely,

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

CC: E. Tait
R. Nunnally
J. Mitchell
File

www.in.gov/dot/
An Equal Opportunity Employer





Unified Planning Work Program Checklist

Item	Page #	Comment	Regulation or Law Cited
1 FORMAT GUIDELINES			
Bound document			
Dated (left hand corner)			
Page numbers			
2 COVER/TITLE PAGE			
Name of MPO agency and area represented	Cover		
FY of UPWP, contact information, web site	Cover		
Agencies providing funds or support	Title Page		
3 INTRODUCTION/PREFACE			
Table of Contents	ii		
MPO Approval Resolution (signed)	iii		
Committee Members & Responsibilities	iv-v		[See 23 CFR 450.310 (d)]
Staff Members, Positions & Responsibilities	iv		
Maps - MPO Planning, Urbanized & A.Q. Areas	27-28		[See 23 CFR 450.312]
Planning Factors	7		[See 23 CFR 450.306 (a)(1-8)]
UPWP - Definition of UPWP and purpose	6		[See 23 CFR 420.111]
4 WORK ELEMENTS* - Each Work Item should include the following:			
Work Element Number & Title			
Description, including Goals, Objectives and Products			23 CFR 420.111(b)(1) &
Schedule for Completion			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)
ISSUES TO ADDRESS (May be addressed under various work elements listed below or as standalone work elements)			
Safety/Security	17	Sections 200,300,400 + 500	
Resilience/Reliability (Consider KYTC evaluations of damage-prone areas)	15	Section 300	23 CFR 667
Multimodal Planning			
-Freight	15	Section 300	23 U.S.C. 134(h), (i)(6)
-Transit	19	Section 500 and Appendix for Pass thru	23 U.S.C. 134(c)(2), (i)(2)(H)
-Bike/Pedestrian	19	Section 500	23 U.S.C. 134(i)(6)(A), 135(f)(3)(A)
Travel Demand Modeling: MTP update, project analysis, report of housing and employment changes to KYTC. If not a standalone work element, include summary of modeling-related tasks.	13-14	Section 200 +400	[See 23 CFR 450.104, Regionally significant project]
Conformity Analysis	17	Section 400	
ITS Architecture	16	Section 300	23 CFR 940
Congestion Management Process (TMA's only)	13	Section 200	23 CFR 450.322
ADA Transition Plans	11	Section 100	FHWA Civil Rights Guidance: www.fhwa.dot.gov/civilrights/programs/ada_sect504qa.cfm#q12
ADMINISTRATION Work Element			
Major Purchases/Training/Audits	10-12	Section 100	
General Committee Meetings	10-12	Section 100	
Planning Agreement/Update as needed	10-12	Section 100	23 CFR 450.314
UNIFIED PLANNING WORK PROGRAM Work Element			
UPWP Development & Maintenance	10-12	Section 100	23 CFR 420.111 & 450.308
Annual Performance & Expenditure Report	10-12	Section 100	23 CFR 420.117(b)
PUBLIC INVOLVEMENT & REPORTING Work Element			
Participation Plan Development & Maintenance	10-12	Section 100	23 CFR 450.316
Annual Listing of Obligated Projects	15-16	Section 300	23 CFR 450.334
DATA COLLECTION & ANALYSIS Work Element			
Census/Socioeconomic Data	13	Section 200	
Transportation Systems/Urban Boundaries	13	Section 200	
Performance Measures & Targets	17	Mainly Section 400 but can be found through	23 CFR 450.306(d)
PROJECT IDENTIFICATION & PRIORITIZATION Work Element			
Identify and Update Projects in CHAF	15	Section 300	
Assist with SHIFT Project Prioritization Activities	15	Section 300	
Assist with CMAQ Prioritization (CMAQ-eligible areas only)	17	Section 400	
Dedicated-STP & Dedicated-TAP Project Selection (TMA's only)	15	Section 300	
TRANSPORTATION IMPROVEMENT PROGRAM Work Element			
TIP Development & Maintenance	15-16	Section 300	23 CFR 450.326
METROPOLITAN TRANSPORTATION PLAN Work Element			
MTP Development & Maintenance	17-18	Section 400	23 CFR 450.324
TRANSIT Work Element			
TRANSIT Work Element	19-20	Section 500 and Appendix for Pass thru	
SPECIAL STUDIES Work Element(s): Corridor studies, sub-area studies, etc. (as needed)			
5 UPWP SUMMARY			
Funding Sources & Matching Rates	24		23 CFR 450.308(c) & 420.111(b)
Indirect Costs (if applicable)	25		
Estimated Effort - Person-Weeks/Hours	12,14,16,1	At end of each section	
Expenditures by Work Item & Funding Source	12,14,16,1	At the end of each section + Budget Section	
6 APPENDICES			
Planning Agreement	30-57		
CAP Approval Letter from KYTC (if charging indirect costs)	58		
* The work elements organizational structure presented in this table is provided as an example only; MPOs may adjust the organizational structure to suit their needs.			

11-Dec-19

COMMENTS

Date	Agency	Page	Comment	Response
3/9/20	KY FHWA		Request that the Cost Allocation Plan be added.	The UPWP currently contains the Cost Allocation approval letter. The CAP is a stand alone annual document. The approved CAP will be sent in addition to the UPWP.
3/16/20	KY FHWA	iv	Amanda Spencer is with KIPDA now. The Acting Director is Mikael Pelfrey. Thomas Nelson Jr. has moved to FHWA-VA. The new KY DA is Todd Jeter.	The acknowledgements page has been updated to include Mikael Pelfrey and Todd Jeter.
3/16/20	KY FHWA	10	Add in. The TIP shall include a description of the anticipated effect of the TIP towards achieving the performance targets identified in the MTP, linking investment priorities to those performance targets. 9) is misleading	Page 9, Rephrased KY Pea #1 The TIP is described in depth in section 300. The MTP is describe in depth in section 400.
3/16/20	KY FHWA	12	Products - The Participation Plan should be a complete update rather than a cursory update as it will be 5 years old, and should be updated prior to the MTP update.	The MTP was approved in 2019 and the Participation Plan in 2016. The last IN PEA is to review participation plans and procedures and to ensure the MPO is using new strategies and tools. This is addressed in section 100. The EMPO Public Participation Plan states that it will be periodically reviewed and updated as needed (minimum of every four years).
3/16/20	KY FHWA	14	The CMP should have a date. Overall - it is hard to determine the time frame for activities and products. P. 16 is one example. When will work on the 2022-2026 Tip occur?	All elements are for the entire 2-year period and are ongoing. Currently, at this time there are no special projects that would have a specific timeline. The TIP 2022-2026 process will begin July 2020 with program assessment for funding availability followed by a call for projects.
3/16/20	KY FHWA	16	What is the PRRCOM?	Spelled out the acronym Planning Roles and Responsibilities Cooperating Operating Manual. This is an Indiana PEA and an INDOT document. The MPOs will assist INDOT in updating this document.
3/16/20	KY FHWA	16	2nd to last bullet. KYTC no longer uses PIFs that now use CHAFs.	Changed bullet to CHAF Continuous Highway Analysis Framework and Removed PIF.

3/16/20	KY FHWA	16	Please consider developing a freight Plan.	There is no plan at this time to develop a freight plan, however there is a substantial freight component in the MTP.
3/16/20	KY FHWA	18	first bullet. Add in updates as needed.	Added updates as needed
3/16/20	KY FHWA	18	Environmental Mitigation (KY 2021 PEA) should be addressed in the MTP Section. Please address.	Added a bullet on page 18 addressing the Environmental Mitigation.
4/6/20	INDOT	iv	Acknowledgements - Update FTA Region V Point of Contacts to: Kelley Brookins and Cecilia Crenshaw-Godfrey	Made update
4/6/20	INDOT	iv	Acknowledgements - Change FHWA-IN contact from Robert Dirks to Erica Tait	Made update
4/6/20	INDOT	8	What are the Planning Emphasis Areas (PEAS), 1st sentence - Add, "...and Federal Transit Administration..."	Made update
4/6/20	INDOT	14	Local road safety plans - Would the MPO staff be developing the plans? or providing technical assistance to local agencies as they develop them	The MPO will be providing technical assistance for local road safety plans by Evaluating crashes and making correlations between the crash and characteristics such as weather, corridors, pedestrian, ect. Added technical assistance in parentheses next to final product Local Road Safety Plans
4/6/20	INDOT	General	We commend the Evansville MPO for consistently producing a high quality UPWP.	Thank you!

Comments for the Fy 2022 Amendment; EMPO responses in purple:

The Indiana Department of Transportation (INDOT) has completed the review of the draft Evansville MPO FY 2021-2022 Unified Work Program (UPWP) Update. Find attached FHWA combined comment which is also listed below:

FTA:

pages 22-23, suggest both FY2021 Budget Summaries by Task and State tables change the view to landscape orientation. The original document was formatted for optimal printing of hard copies. Hard copies are available upon request.

FHWA:

General Comment:

Any information on planning studies or use of contractors should be noted. – we do not have any contractors planned for FY 2022.

Reminder to update date in footnote. -rational for date in footnote. The dates in the footnotes are from the original document date. The cover page lists the dates and version of amendments as some information does not change during each amendment and modification.

Page 3:

Please make sure update has most recent letter signed by both parties. Fixed formatting to show both signatures.

Page 7:

Replace Mayela Sosa with Jermaine Hannon -updated

Replace Erica Tait with Karstin Carmany-George -updated

Replace Todd Jeter with Todd A. Jeter -updated

Replace Greg Thomas with Jim Gray -updated

Page 9:

To be consistent add (a) at beginning of first paragraph before “Proposed use of FHWA....” -updated

Page 10:

23 CFR 450.306(a) (1-10)—check reference. I think it is (b) – checked and updated to (b)

Page 13:

This listing is FHWA's (KY and IN)'s 2022 PEAs - sent to the MPOs 01/21/21 by KYTC. -The Indiana FHWA and Region V FTA sent a joint signed letter dated 12-16-20 listing the PEAs for the FY 2022 UPWP. Kentucky FHWA sent a separate email on 1/21/21 listing their FY 2022 PEAs. If both sets need to be collectively addressed by all Federal agencies, please submit a single submission letter that includes all Federal agencies.

MAP-21/FAST Act/Planning Regulation Implementation

Public Involvement (including VPI)

Strategic Highway Network (STRAHNET)/Department of Defense (DOD) Coordination (coordinating transportation planning with military facilities within a State and metropolitan areas)

Planning and Environmental Linkages (PEL)

Data in Transportation Planning

Equity in Transportation Planning

The new administration may add: resiliency, economic recovery, and COVID-19. -Added this sentence, assumed this was something to look for in the future.

Page 14:

Bullet 3: Recommend *Participate in* MPO Council and working groups -updated

Bullet 4: Recommend *Maintain* social media, website updates.... -updated

Bullet 9: The MPO also updates the KY Title VI documentation by 03/31 each year. -updated

Page 15:

Bullet 3: Should be Participation Plan (not Public Participation Plan). Make changes throughout. -updated by removing "Public" from each occurrence in the document.

Check bullet for grammar

Remove - 23 CFR 450.210 it is for Statewide

Change to 23 CFR 450.316 updated

Bullet 4: incomplete sentence - add evaluate new strategies for the Participation Plan. updated

Bullet 14: Insert "Planning" as there are also Air Quality MOAs. -updated to say "planning" agencies instead of "agencies."

Page 16:

Final Products List

General comments: Is there a specific timeframe by which these items will be completed? – Final Products are usually completed within the fiscal year some items will have multiple completion dates and other items have had variable due dates and timeframes due to changes such as COVID. Added schedule p26b-c.

Bullet 6: Participation Plan -updated

Last Bullet: *Participate in and prepare for* Certification Review – these are final tangible products so left it as Certification Review Documents. This is covered in the activities section.

Page 17:

FY 2021 & 2022 Activities list

General Comment: Should updating and or maintaining the CMP be listed as an activity? Added as an activity.

Bullet 1: Are you talking about the Travel Demand Forecasting (TDF) model? Please add title, and it says models - is there more than one? We have several models – updated to include: (Travel Demand Model; Microsimulator, and HCS+)

Bullet 12: Is this an MPO stand alone program? Or is this talking about the State's HSIP? This is IN HSIP funding Is data collected for KY as well? Yes, we collect KY data as well but charge KY PL. Added: Crash data layers will be available for Kentucky through PL.

Last bullet on page: What is being done for KY? How is KY data incorporated? The MPO will conduct these detailed intersection studies for any LPA in the planning area upon request. Added this language to the UPWP.

Page 18:

Final Products list

Bullet 5: Need to include in list of activities included see response to page 17 on CMP.

Tables: Are these funding types spelled out somewhere for the public? The P&E has a funding glossary. I updated the document to include this document at the end of the PEAs section.

Page 19:

Suggest Adding TIP into the title : INDOT requires a uniform nomenclature for six planning work elements included in all of the Indiana MPOs. Those work elements are:

- 100 Administration/Public Participation
- 200 Data Collection and Analysis
- 300 Short Range Planning and Management Systems
- 400 Long Range Planning and Air Quality
- 500 Transit and Active Transportation
- 600 Other Planning Initiatives

FY 2021&2022 Activities list

Bullet 10: Is this still done? Removed, the CHAF now replaces the Unscheduled Needs List for KY.

Bullet 12: Continuous should be capitalized - Updated

Bullet 14: Doesn't the MPO put this list together? Not just coordinate? -added "prepare."

Page 20:

Bullet 5 from top says "Update to the Prioritization Process for Call for Projects" This sentence is confusing. Remove "to" and add in "to accommodate changes necessitated by a call for _____ (CMAQ, STBG-TA) projects? That was my guess at what it was trying to say "Call for Projects" is the name of the activity that we use to solicit LPA's to send us requests for funding of their projects. Such as a call for grant submissions.

Page 21:

Consider adding MTP into the title of Task 400 INDOT requires a uniform nomenclature for six planning work elements included in all of the Indiana MPOs. Those work elements are:

- 100 Administration/Public Participation
- 200 Data Collection and Analysis
- 300 Short Range Planning and Management Systems
- 400 Long Range Planning and Air Quality
- 500 Transit and Active Transportation
- 600 Other Planning Initiatives

FY 2021 & 2022 Activities list

Bullet 1: add (MTP), so it can be used later. updated

Bullet 2: Replace metropolitan transportation plan with MTP updated

Page 22:

Bullet 2 from top: Why is the riverport called out specially? It's listing all areas of the transportation network which includes barge/freight travel through the waterways which the Henderson riverport is the major riverport in our UZA. Mt. Vernon, IN is the closest in IN, but they are not in our UZA. Is this the only KY item included? There are several KY items in Section 400.

Page 24:

Final Products list

Bullet 4: FTA? INDOT? KYTC? -The current way it reads is that it includes all MTP updates.

COMMENTS March 22, 2022

Page 25:

General Comment: Were there no studies done last year? None planned for 2022? We just had an amendment for FY 21 for REMIX software in section 600. Please see the updated page.

Page 62:

General Comment: Reminder to include most recent letter. -Thanks, we will include this once it is available.

Other Comments

INDOT has no comments.