Appendix H: Glossary

**3C Planning** means Comprehensive, Cooperative and Continuous transportation planning process.

**Air Quality Conformity** means a determination required under current federal requirements for major transportation investments in designated air quality “non-attainment” and “maintenance” areas.

**Alternative Transportation Funds** means the City of Bloomington’s established funding mechanism exclusively for pedestrian and bicycle infrastructure maintenance, preservation, and facility expansions more than a decade ago. Fund allocations come through annual municipal budget approvals.

**Analysis Area** means any geographic area such as a zone or group of zones combined for the purpose of making an analysis.

**Apportionment** means any method for dividing federal funds by an established formula. An apportionment operates like a line of credit to sub-federal governments.

**Authorization** means the level of funding designated by Congress for specific legislation.

**Average Daily Traffic (ADT)** means the average number of vehicles passing a specified point during a 24 hour period.

**Bike Lane** means a portion of the road designated and designed for the exclusive use of bicycles with distinct signage and pavement markings.

**Bloomington Transit (BT)** is a municipal corporation that provides public transportation within the City of Bloomington limits.

**Bottleneck** means the point of minimum capacity along a highway segment.

**Build Condition, Option, Alternative or Alternate** means a transportation plan, program or alternative involving a major capital investment.

**Capacity** means the maximum rate of flow at which persons or vehicles reasonably expected to traverse a point or uniform segment of a lane or roadway during a specified time period under prevailing roadway, traffic and control conditions, usually expressed in vehicles per hour or persons per hour.
Capacity Expansion Projects means major transportation investments that expand the capacity of any highway or transit system to accommodate additional vehicles. Highway expansion projects involve projects that add through travel lanes including major roadway widening, new roadways, new freeway interchanges, and substantial realignments of existing roadways.

Capacity Preservation Projects means transportation investments to preserve the capacity of the existing highway or transit system. Such projects include bridge rehabilitation and replacement, pavement rehabilitation and reconstruction, and low capital cost investments such as traffic signal improvements or safety improvements (e.g. guardrails and minor horizontal/vertical curve realignments). Typical transit projects involve bus and equipment replacement, transit shelters, and garage facility maintenance.

Carpool means any vehicle (usually a car) or arrangement in which two or more occupants, including the driver, share use or cost in traveling between fixed, multiple, or variable points (also referred to as ridesharing).

Census Tract means small areas with generally stable boundaries, defined within counties and statistically equivalent entities, usually in metropolitan areas and other highly populated counties. The U.S. Census Bureau establishes census tracts as relatively homogeneous with respect to population characteristics, economic status, and living conditions.

Central Business District (CBD) means an area of a city that contains the greatest concentration of commercial activity. The traditional downtown retail, trade and commercial area of a city or an area of very high land valuation, traffic flow, and concentration of retail business offices, theaters, hotels and services.

Citizens Advisory Committee (CAC) is a committee, organized under the MPO comprised of citizens representing a broad spectrum of the community tasked with providing recommendations to the Policy Committee and Technical Advisory Committee on transportation-related topics that affect the MPO.

Climate Change/Global Warming means the long-term rise in the average temperature of the Earth’s climate system, a major aspect of climate change demonstrated by direct temperature measurements and by measurements of various effects of the warming. The Indiana Climate Change Impacts Assessment identifies rising average annual temperatures and rising average annual precipitation as the most significant climate change impacts in the state.

Committed Improvement means funded transportation investments including under construction, but not yet open for operation. Committed projects may additionally involve projects for which design is completed and any environmental clearances approved for construction bid letting.
Complete Streets means a transportation policy and design approach that requires streets to be planned, designed, operated, and maintained to enable safe, convenient and comfortable travel and access for users of all ages and abilities regardless of their mode of transportation. Complete Streets allow for safe travel by those walking, cycling, driving automobiles, riding public transportation, or delivering goods.

Comprehensive Planning means a planning process that requires inclusion of land use, transportation, water and sewage, education, health, and other elements.

Cross-Town Routes means a non-radial bus or rail service which does not enter the Central Business District.

Cumulative Bridge Funds provide revenues for construction, occasional maintenance, and repair of bridges, approaches, and grade separations. Cumulative bridge fund receipts come from a tax levied on each one hundred dollars ($100) assessed valuation of all taxable personal and real property within the county or municipality.

Cumulative Capital Development Funds are sometimes used for major roadway capital investments or other purposes prescribed by the Indiana General Assembly.

Daily Vehicle Miles Traveled (DVMT) means the total number of miles driven per day in a specified area by all vehicle types.

Deadhead Miles means the miles a transit vehicle travels without passengers or cargo on board, often to and from a garage or from one route to another.

Discrimination means any intentional or unintentional act, or any failure to act, which has the effect of excluding or denying a person from participation in benefits, or has otherwise subjected a person to unequal treatment under any program or activity because of, but not limited to, race, color or national origin.

Divided Highway means a multi-lane facility with a positive barrier median, or a median that is four (4) feet or wider.

Environmental Justice means the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.

FAST Act means the Fixing America’s Surface Transportation Act enacted on December 4, 2015, funding surface transportation programs authorizing a $305 billion investment over fiscal years 2016 through 2020 with provisions for streamlining, performance-based measurements and multi-modal transportation.
Federal Fiscal Year (FFY) means a twelve month period from October 1st to September 30th.

Federal Highway Administration (FHWA) is part of the U.S. Department of Transportation and is responsible for administering federal-aid transportation funds and programs.

Federal Transit Administration (FTA) is part of the U.S. Department of Transportation and is responsible for administering federal-aid public transportation funds and programs.

Geographic Information System (GIS) means spatial data, presented in an electronic map format, which geographically represents the geometry of the roadways, and its geographically referenced component attributes data integrated through cartography and technology to perform analysis.

Grant means an agreement between the federal government and a state or local government, whereby the federal government provides funds or aid-in-kind to carry out specified programs.

Headway means the time between consecutive services. If one catches a transit vehicle that “comes every half hour”, then the service you catch has a headway of 30 minutes.

Highway Safety Improvement Program (HSIP) is the FHWA’s “core Federal-aid program with the purpose to achieve a significant reduction in traffic fatalities and serious injuries on all public roads, including non-state-owned roads and roads on tribal land. The HSIP requires a data-driven, strategic approach to improving highway safety on all public roads with a focus on performance. The HSIP consists of three main components, the Strategic Highway Safety Plan (SHSP), State HSIP or program of highway safety improvement projects and the Railway-Highway Crossing Program (RHCP). In addition, some states also have a High Risk Rural Roads (HRRR) program if they had increasing fatality rate on rural roads.”

Indiana Department of Transportation (INDOT) is the agency that administers and funds multimodal transportation needs within the State of Indiana.

Indiana Statewide Transportation Improvement Program (INSTIP) is Indiana’s multi-year program of transportation projects that is comprised of the Transportation Improvement Programs from all of the State’s MPOs.

Land Use means the purpose or use for land or a structure.

Level of Service (LOS) means a qualitative measure describing operational conditions within a traffic flow stream, generally described in terms of such factors as speed and travel time, freedom to maneuver, traffic interruptions, comfort, convenience and safety. Typically, a scoring system of A through F describes the level of service. For highways, the LOS definitions found in the Highway Capacity Manual (Transportation Research Board Special Report 209) are used.
Local Road and Street means the account used exclusively for engineering, land acquisition, construction, resurfacing, restoration, and rehabilitation of highway facilities. Local Road and Street account (LRS) funds, including accelerated allocations, are available for capital investment; however, a portion of the funds must be set aside for preservation projects such as resurfacing, intersection/signalization, and safety improvements.

Local Share is the non-federal matching funds provided by a local entity for federal matching funds.

Long Range Transportation Plan (LRTP or Plan) means the official multi-modal transportation plan adopted by the MPO for the metropolitan area in accordance with Federal metropolitan transportation planning guidelines. As a minimum, the transportation plan must have a twenty (20) year horizon and updated every five years (every three years in air quality non-attainment areas). This term is used primarily by INDOT and FHWA but can be used interchangeably with the term MTP, which is used more primarily with MPOs.

Maintenance Area means any geographic region of the United States designated as non-attainment pursuant to the Clean Air Act Amendments of 1990 (Section 102e, United States Code 7410 et seq.), and subsequently re-designated to attainment status subject to the requirement to develop a maintenance plan under Section 175 of the Clean Air Act as amended.

Major Bridge Fund means (established under IC8-16-3.1) a special fund to address a major obstruction between commercial or population centers which is capable of causing an economic hardship because of excess travel time to conduct a normal level of commerce between the two (2) centers. A major bridge is defined as a structure of 200-feet or longer or 100-feet in a qualified city. The tax levy shall not exceed $0.0333 per $100 assessed valuation within the eligible county.

Major (metropolitan) Transportation Investment means a high-type highway or transit improvement of substantial cost that is expected to have a significant effect on capacity, traffic flow, level of service, or mode share at the transportation corridor or sub-area scale.

Mass Transportation/Mass Transit means the provision of general or special transportation service, either publicly or privately, to the public on a regular and continuing basis in an urban area. This does not include a school bus, charter or sightseeing service.

Management System means a systematic process, designed to assist decision-makers in selecting cost effective strategies/actions to improve efficiency and safety of, and protect the investment in the nation’s infrastructure. Typical management systems include the pavement management system, bridge management system, transit management system, congestion management system, safety management system, and intermodal management system.
MAP-21 means Moving Ahead for Progress in the 21st Century Act signed into law in July 2012. MAP-21 consolidated federal funding programs by two thirds, streamlined environmental reviews, altered bicycle and pedestrian funding, granted development of a national freight policy, and allowed for greater use of innovative financing.

Metropolitan Planning Organization (MPO) means the forum for cooperative transportation decision-making for the metropolitan planning area. The MPO, designated by the governor of each state, is composed of the chief-elected officials of the metropolitan planning area.

Metropolitan Planning Area (MPA) is the transportation planning area designed by the MPO. As a minimum, the MPA must cover the Urbanized Area (UZA) and the contiguous areas as likely urbanized within a minimum twenty (20) year forecast period covered by the metropolitan transportation plan.

Metropolitan Transportation Plan (MTP) means the official inter-modal transportation plan developed and adopted through the metropolitan transportation planning process for the metropolitan area. The MTP is a long range transportation plan with a minimum twenty (20) year horizon.

Motor Vehicle Highway Account (MVHA) means the account which derives receipts from motor vehicle registration fees, licenses, driver’s and chauffeur’s license fees, gasoline taxes, auto transfer fees, certificate of title fees, weight taxes or excise taxes and all other special taxes, duties or excises of all kinds on motor vehicles, trailers, motor vehicle fuel, or motor vehicle owners or operators.

Multi-Use Trail or Path means a hard surface, off-road path for use by bike, foot and other non-motorized traffic typically not within the road right-of-way.

National Highway System (NHS) means a federal transportation program, authorized in 1995, that includes the Interstate Highway System and other roads important to national defense, commerce, and mobility. The NHS in Indiana includes 2,897 miles of roadways developed by the U.S. Department of Transportation, in cooperation with INDOT and the State’s MPOs.

No Build Condition, Option, Alternative or Alternate means a transportation plan, program or alternative involving no major capital investment, additionally known as the “do-nothing” option. The No Build condition typically includes the existing transportation system plus committed or already programmed improvements to the transportation system.

Non-Attainment Area means a geographic region of the United States that fails to meet National Ambient Air Quality Standards (NAAQS) for transportation related pollutants as designated by the Environmental Protection Agency (EPA).

Operational Improvement means a capital investment for the installation of traffic surveillance and control equipment, computerized signal systems, motorist information systems, integrated...
traffic control systems, incident management programs, and transportation demand management facilities, strategies, or programs.

**Operating Expense** means the total of all operating costs incurred during the reporting period.

**Operating Subsidy** means the revenue received through federal, state, and local cash grants or reimbursements to fulfill operating expense obligations not covered by fares or other revenues generated by the transit system.

**Pathway** means a hard surface path physically separated from the road with a grass or tree plot within a road right of way for the use of bicyclists, pedestrians and other non-motorized users.

**Peak Direction** means the direction of higher demand during a peak commuting period.

**Peak Hour** means that one-hour period during which the maximum amount of travel occurs.

**Policy Committee** is a committee of the MPO which reviews and approves transportation policy. It is composed of local elected and appointed officials from area municipalities, Indiana University, and state and federal transportation agencies.

**Preliminary Engineering (PE)** means the first phase of a transportation improvement project which defines scope and project design.

**Primary Arterial** means a class of street serving major movement of traffic, typically carrying over 20,000 vehicles per day.

**Primary Collectors** means roadways that typically carry 3,000 to 10,000 vehicles per day.

**Radial Routes** means transit service patterns, in which most routes converge into and diverge from a central transfer point or hub, like spokes of a wheel. Routes timed to arrive and depart at the same time represent a “pulse system”.

**Regional Transit Authority** means a special-purpose district organized as either a corporation chartered by statute, or a governmental agency, created for the purpose of providing public transportation within a specific region.

**Revenue** means all operating funds associated with the provision of transit service.

**Roadway** means any road, street, parkway, or freeway/expressway that includes right-of-way, bridges, railroad/highway crossings, tunnels, drainage structures, signs, guardrails, and protective structures in connection with highways.

**SAFETEA-LU** refers to the Safe, Accountable, Flexible, Efficient Transportation Equity Act: a
Legacy for Users. This is the five-year federal transportation program authorizing the annual funding for federal transportation programs and replaced TEA-21.

**Secondary Arterial** means a street typically carrying 10,000 to 20,000 vehicles per day.

**Secondary Collector** means roadways in Bloomington that typically carry less than 3,000 vehicles per day.

**Sidewalk** means a hard-surface path within the street right-of-way designated for the exclusive use of pedestrian traffic.

**Signed Bike Routes** means a street that is safe for use by both vehicles and bicycles without a designated bike facility. These routes have appropriate signage markings.

**State Fiscal Year (FY)** means Indiana’s twelve month period from July 1st to June 30th.

**Statewide Transportation Improvement Program (STIP)** means the official statewide, multi-modal transportation plan developed through the statewide transportation planning process.

**Surface Transportation Block Grant Program (STBG)** means the FAST Act [FAST Act § 1109(a)] conversion of the Surface Transportation Program (STP) into the Surface Transportation Block Grant Program (STBG) that promotes flexibility in state and local transportation decisions and provides flexible funding to best address state and local transportation needs.

**Sustainable Development** means a development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

**Sustainability** means a process or state maintained at a certain level for as long as is wanted.

**Thoroughfare Plan** means the official plan for the designation and preservation of major public road rights-of-way in accordance with the Indiana Code (IC 36-7-4-506).

**Technical Advisory Committee (TAC)** is a committee of the MPO which provides technical advice on transportation projects and programs. It consists of planners, engineers, transit system managers, and other relevant managers from local public agencies from within an MPOs metropolitan planning area.

**TIF (Tax Increment Financing Funds)** refers to taxes payable on assessed value in excess of taxes attributable to the assessed value constituting the base—the “base” being the assessed value of the property in the area that existed prior to the designation of the area as a designated redevelopment allocation area.

**Transportation Demand Management (TDM)** means strategies or actions taken to reduce or shift the peak-hour of travel demand or to shift the mode of travel demand. Typical actions to
shift or reduce the peak-hour of travel demand involve programs to shift work hours, limit the trip generation of new development, and congestion tools. Typical actions to shift the mode of travel include transit fare subsidy programs, control of parking fees, expansion of transit services, construction/designation of high occupancy vehicle lanes or preferential parking areas, and construction of pedestrian and bicycle facilities.

**Transportation Alternatives (TA)** means a set-aside of Fast Act STBG funding for transportation alternatives encompassing a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to storm water and habitat connectivity. The FAST Act sets aside an average of $844 million per year for TA. Unless a state opts out, it must use a specified portion of its TA funds for recreational trails projects.

**Transportation Equity Act for the 21st Century (TEA-21)** means a former six-year federal ground transportation program covering highways, transit, and transportation enhancement activities. TEA-21 authorized annual funding for federal transportation programs prior to the approval of SAFETEA-LU in 2005.

**Transportation Improvement Program (TIP)** means the staged, multi-year, multi-modal program of transportation projects which is consistent with the metropolitan transportation plan.

**Transportation System Management (TSM)** means a variety of low-cost capital investments or programs to preserve roadway capacity including signal system improvements, intersection improvements (adding turn lanes), access control policies, and transportation demand management strategies.

**Urbanized Area (UZA)** means a statistical geographic area defined by the U.S. Census Bureau that consists of a central core and adjacent densely settled territory containing a population of at least 50,000 people.

**Unified Planning Work Program (UPWP)** means the document describing urban transportation and transportation related activities undertaken in an area during a specified period of time. The Metropolitan Planning Organization (MPO) prepares the UPWP.

**Wheel Tax** means the motor vehicle excise surtax and wheel tax are county option taxes on motor vehicles which provide revenue to counties, cities, and towns for road construction, reconstruction, repair or maintenance of streets, roads, and bridges.

**Vision Zero** means a multi-national road traffic safety project that aims to achieve a highway system with no fatalities or serious injuries involving road traffic.
**Volume To Capacity (V/C) Ratio** means the observed number of vehicles or persons passing a point on a lane, roadway, or travel-way, compared to the maximum rate of flow at that point.