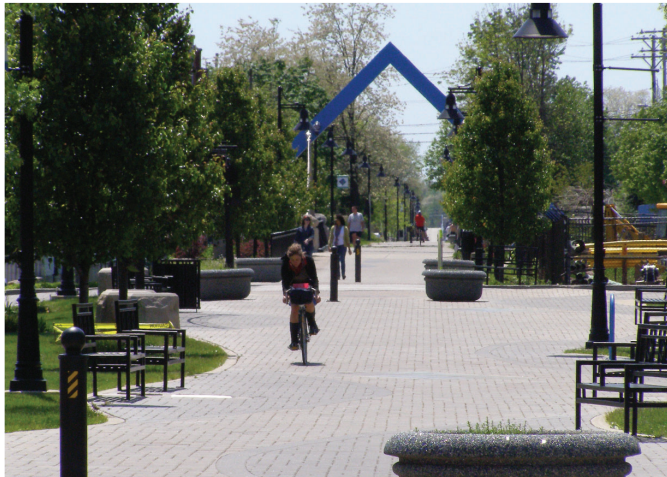




Unified Planning Work Program



Fiscal Years
2025 & 2026



*Bloomington-Monroe County
Metropolitan Planning Organization*

Final Policy Committee
Adoption:
April 12, 2024

BLOOMINGTON • MONROE COUNTY

mpo

ACKNOWLEDGMENT & DISCLAIMER

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Introduction

Overview

The Governor of the State of Indiana designated the City of Bloomington Plan Commission as the Metropolitan Planning Organization (MPO) for the Bloomington urbanized area in March 1982. The MPO is responsible for ensuring that the Bloomington urbanized area has a continuing, cooperative, and comprehensive (3-C) transportation planning process as mandated by Federal law. Federal certification of the 3-C planning process is a prerequisite for obtaining approval of any subsequent transportation improvement projects funded by the FHWA and/or FTA.

The Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58, also known as the “Bipartisan Infrastructure Law”) signed to law on November 15, 2021, currently guides Federal transportation policy and programs related to MPOs. The Bipartisan Infrastructure Law (BIL) provides long-term funding certainty for surface transportation infrastructure planning through Federal Fiscal Year 2026.

Ten (10) national Transportation Planning Factors that guide the programs and policies of all MPOs under current Federal legislation include:

- **Economic Vitality:** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- **Safety:** Increase the safety of the transportation system for motorized and non-motorized users;
- **Security:** Increase the security of the transportation system for motorized and non-motorized users;
- **Mobility:** Increase accessibility and mobility of people and freight;
- **Environment:** 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;
- **System Integration:** Enhance the integration and connectivity of the transportation system across and between modes for people and freight;
- **System Management:** Promote efficient system management and operation;
- **System Preservation:** Emphasize the preservation of the existing transportation system;
- **System Resiliency and Reliability:** Improve the transportation system and reduce or mitigate storm water impacts of surface transportation; and
- **Travel and Tourism:** Increase travel and tourism.

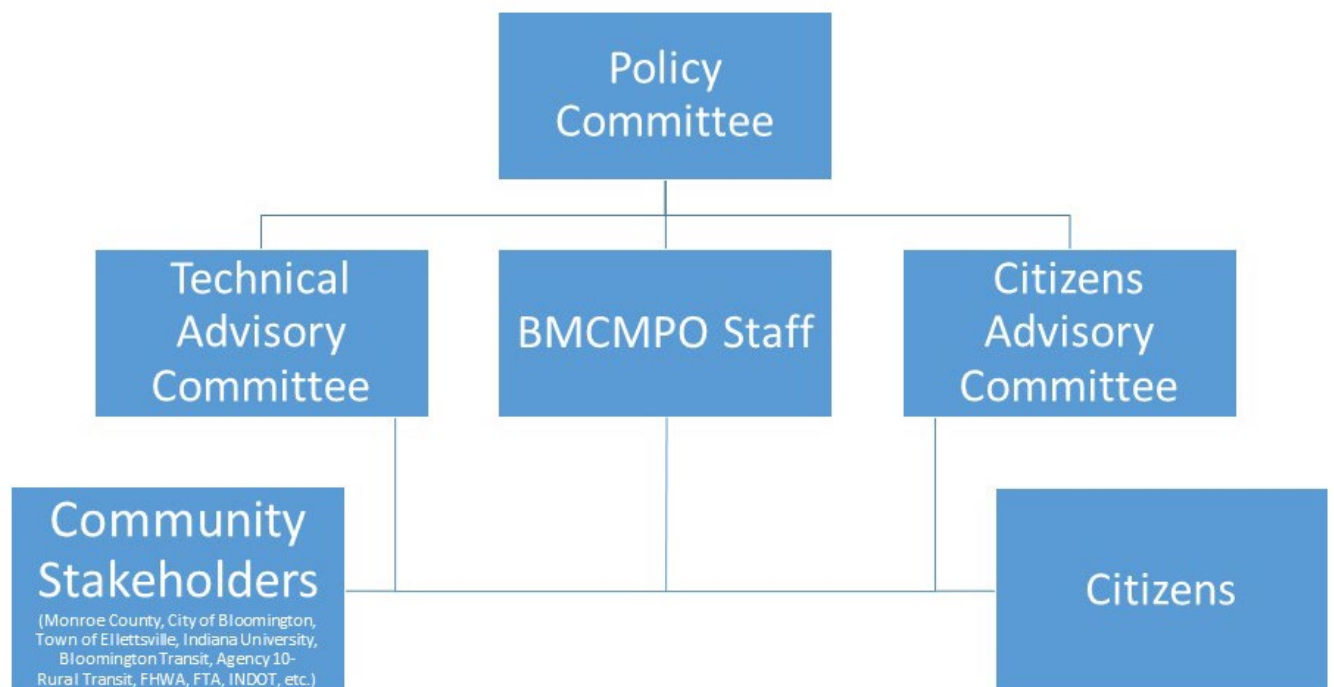
The urban transportation planning process for all MPOs involves the development of a Unified Planning Work Program (UPWP) specifying all planning activities anticipated during the programming years, and documents the work performed with Federal planning funds. The FY 2025-2026 UPWP satisfies the Bloomington-Monroe County Metropolitan Planning Organization (BMCMPPO) work program requirement for Fiscal Years 2025 and 2026 (July 1, 2024 to June 30, 2026).

BMCMPO Organization and Composition

The Bloomington-Monroe County Metropolitan Planning Organization (BMCMPO) consists of a three-part intergovernmental steering committee with the City of Bloomington Plan Commission as the contracting entity, and the City of Bloomington Planning and Transportation Department as the lead staff agency.

The three-part intergovernmental steering committee consists of a Policy Committee (PC), which acts as the decision-making body for the MPO; a Technical Advisory Committee (TAC); and a Citizens Advisory Committee (CAC). This arrangement provides for close communication between key policy/decision makers, the representative technical planning staffs, and citizen representatives. Appendix A illustrates the representative BMCMPO committee membership.

The MPO Staff maintains close working relationships with Monroe County, the City of Bloomington, and the Town of Ellettsville departments and agencies, the Bloomington Public Transportation Corporation, Indiana University, Monroe County, the Indiana Department of Transportation (INDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and all citizens.



FHWA-FTA Planning Emphasis Areas

The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) Region V Office issue annual planning emphasis areas (PEAs) for incorporation into the FY 2025 Unified Planning Work Programs, Statement of Works and the Statewide Planning & Research Part 1 program. The emphasis areas listed below include those that were jointly issued nationally by FHWA and FTA in FY 2025, as well as identified local areas of focus.

FY 2025 PEAs

See Appendix E for more information on Planning Emphasis Areas.

The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration Region V (FTA) office annual Planning Emphasis Areas (PEAs) for FY 2025 are:

- Institutionalizing Equity, Accessibility, and Safety
- Maximizing Coordination
- Urbanized Area and Metropolitan Planning Area Boundaries

Institutionalizing Equity, Accessibility, and Safety

"The FHWA Indiana Division and FTA Region V Office will continue to partner with INDOT, the MPOs, and providers of public transportation to improve accessibility and safety, and to advance equity and support for underserved and disadvantaged communities in the transportation planning, project development and delivery processes. FHWA-IN and FTA Region V encourage our partners to institutionalize equity, accessibility, and safety in the aforementioned areas by strengthening existing practices, and pursuing new activities that foster equitable outcomes. Specifically, we encourage the use of strategies and activities that:

1. Improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities. **The BMCMPO will address this PEA through Element 501 and Element 503 of the FY 2025-2026 UPWP.**
2. Plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management. **The BMCMPO will address this PEA through Element 302 and Element 501 of the FY 2025-2026 UPWP.**
3. Reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors. **The BMCMPO will address this PEA through Element 303 of the FY 2025-2026 UPWP.**
4. Offer reduced public transportation fares as appropriate. **The BMCMPO will address this PEA with Bloomington Transit through Element 503 of the FY 2025-2026 UPWP.**
5. Target demand- response service towards communities with higher concentrations of older adults and those with poor access to essential services. **In coordination with Bloomington Transit, the BMCMPO will address this PEA through Element 503 of the FY 2025-2026 UPWP.**

6. Consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations. **In coordination with Bloomington Transit, the BMCMPPO will address this PEA through Element 503 of the FY 2025-2026 UPWP.**

Below is a list of actions and/or strategies that if incorporated into your UPWPs/SOWs/Work Programs and implemented, will advance equity, improve safety and accessibility, and ensure equitable outcomes:

- Develop a Transit-Oriented Development Strategic Plan (additional information available here: <https://www.transit.dot.gov/TOD>). **The BMCMPPO will address this PEA through Element 501 of the FY 2025-2026 UPWP.**
- Move beyond information gathering/screening tools to equitable outcomes analysis in project programming and delivery. **The BMCMPPO will address this PEA through Element 301 of the FY 2025-2026 UPWP.**
- Review and/or revise as needed existing documents pertaining to Title VI Implementation, Limited English Proficiency (LEP) assistance, and Title II/Title III ADA procedures (requirements for Places of Public accommodation). **The BMCMPPO will address this PEA through Element 104 of the FY 2025-2026 UPWP.**
- Encourage LPAs to utilize and adopt Public Right-of-Way Accessibility Guidelines (PROWAG) <https://highways.dot.gov/safety/pedestrian-bicyclist/safety-tools/r3062-public-right-way-accessibility-guidelines-prowag>. **The BMCMPPO will address this PEA through Element 302 of the FY 2025-2026 UPWP.**
- Review/Revise (as needed) Public Participation Plans and incorporate tools for meaningful public involvement. **The BMCMPPO will address this PEA through Element 104 of the FY 2025-2026 UPWP.**
- Develop and facilitate information sessions/training to MPO board members regarding equity and related topics/best practices. **The BMCMPPO will address this PEA through Element 101 of the FY 2025-2026 UPWP.**
- Review/Update (as needed) websites and other electronic platforms to ensure accessibility and 508 compliance. **The BMCMPPO will address this PEA through Element 101 of the FY 2025-2026 UPWP.**
- Incorporate visual components and plain language in required planning documents (i.e., UPWP, TIP, ALOP, etc.) and communication (i.e., newsletters, meeting announcements, public involvement notices, etc.). **The BMCMPPO will address this PEA through Element 104 of the FY 2025-2026 UPWP.**
- Review current policies, rules, and procedures to determine their impact on safety for all road users, including vulnerable road users (VRUs), and to ensure they include provisions for safety in

future transportation infrastructure, particularly those outside automobiles. **The BMCMPO will address this PEA through Element 302 of the FY 2025-2026 UPWP.**

- Incorporate VRU considerations during planning, project development, and delivery processes. **The BMCMPO will address this PEA through Element 302 of the FY 2025-2026 UPWP.**

Maximizing Coordination

The 3-C process (Continuous, Cooperative, and Comprehensive) is essential to efficient and effective planning, project development and delivery processes. Coordination between stakeholders is a key component of enacting the 3-C process, and delivering a safe, efficient, and equitable transportation system. However, when coordination and communication are not consistently and effectively implemented, project development and delivery processes are delayed, resulting in disadvantages and challenges to the traveling public. The FHWA Indiana Division and FTA Region V Office encourage our partners to review existing coordination and communication practices, identify deficiencies that result in project delivery delays, and make revisions and adjustments as needed. The FHWA Indiana Division and FTA Region V Office will continue to partner with INDOT, the MPOs, and providers of public transportation to provide technical assistance and resources to improve and enhance communication and coordination in the transportation planning, project development and delivery processes.

Below is a list of actions and/or strategies that if incorporated into your UPWPs/SOWs/Work Programs and implemented, will improve and enhance coordination and communication:

- Implement regular coordination/communication intervals between planning staff and staff involved in the NEPA/Environmental review processes, as well as the project design processes. **The BMCMPO will address this PEA through Element 301 of the FY 2025-2026 UPWP.**
- Continue to develop and implement procedures and software enhancements for the TIPs/STIP that improve coordination and communication between INDOT, MPOs, LPAs, and transit operators related to project development, environmental review, revisions, and cost estimation practices. **The BMCMPO will address this PEA through Element 301 of the FY 2025-2026 UPWP.**
- Develop working groups or committees to disseminate information and best practices related to new BIL/IIJA regulatory requirements and discretionary grants opportunities/requirements. **The BMCMPO will address this PEA through Element 101 of the FY 2025-2026 UPWP.**

Metropolitan Planning Area and Urbanized Area Boundaries

INDOT and the MPOs should continue to work together to prepare and finalize updates to the Metropolitan Planning Area Boundaries and adjusted Urbanized Area Boundaries resulting from the 2020 Census data. In addition, INDOT and the MPOs should review existing functional classifications and make any needed revisions.” **The BMCMPO will address this PEA through Element 401 of the FY 2025-2026 UPWP.**

FY 2025-2026 Budget

Fund Use by Matching Agency

The Fund Use by Matching Agency table below summarizes FY 2025-2026 Unified Planning Work Program (UPWP) funding allocations based on the agency using the programmed funds for the BMCMPPO staff, Bloomington Transit, consultants/supplies, and contract Service Agreements (e.g., Monroe County Highway Department and Bloomington Public Works Department for asset management).

The figures in the MPO column represent BMCMPPO staff time budgeted per work element, including fringe and indirect costs. The Bloomington Transit and Consultant columns identify funds set aside for consultant service agreements, the purchase of equipment, and other direct BMCMPPO expenses separate from staff costs. The Contract Service Agreement (CSA) column shows funds identified for use by partner agencies through Contract Service Agreements. Later sections of the BMCMPPO FY 2025-2026 UPWP identify additional cost breakdowns of each individual work element.

Work Element	MPO Staff	BT	Cons/Supp	CSA	Total
100	Administration & Public Participation				
FY 2025	\$153,510	\$0	\$1,100	\$0	\$154,610
FY 2026	\$153,510	\$0	\$1,100	\$0	\$154,610
200	Data Collection & Analysis				
FY 2025	\$17,527	\$0	\$3,000	\$0	\$20,527
FY 2026	\$17,527	\$0	\$3,000	\$0	\$20,527
300	Short Range Planning & Management Systems				
FY 2025	\$108,837	\$0	\$0	\$26,000	\$134,837
FY 2026	\$108,837	\$0	\$0	\$26,000	\$134,837
400	Long Range Planning				
FY 2025	\$13,224	\$0	\$34,795	\$0	\$48,019
FY 2026	\$13,224	\$0	\$34,795	\$0	\$48,019
500	2.5% Set Aside for safe and Accessible Options & Bloomington Transit				
FY 2025	\$37,942	\$52,000	\$0	\$0	\$89,942
FY 2026	\$37,942	\$52,000	\$0	\$0	\$89,942
600	Other Planning Initiatives & Special Projects				
FY 2025	\$2,589	\$0	\$0	\$0	\$2,589
FY 2026	\$2,589	\$0	\$0	\$0	\$2,589
TOTAL					
FY 2025	\$333,627	\$52,000	\$38,895	\$26,000	\$450,523
FY 2026	\$333,627	\$52,000	\$38,895	\$26,000	\$450,523
TOTAL	\$667,255	\$104,000	\$77,790	\$52,000	\$901,045

Object Class Budget by Funding Source

The Object Class Budget by Funding Source table shown below summarizes FY 2025-2026 UPWP funding allocations by object class and funding source. Fringe and Indirect expenses are calculated rates found in the *FY 2025 Cost Allocation Plan* approved by the Indiana Department of Transportation (INDOT). Funding allocations for BMCMPPO staff, Bloomington Transit, Consultants/Other, and Contract Service Agreements (CSAs) illustrate underlying object class budgeted expenses. Please refer to the individual work element sections later in this document for further details on each category.

Object Class	Federal	Local	Total
Direct Chargeable Salary			
FY 2025	\$102,928	\$25,732	\$128,660
FY 2026	\$102,928	\$25,732	\$128,660
Fringe Expenses			
FY 2025	\$92,697	\$23,174	\$115,871
FY 2026	\$92,697	\$23,174	\$115,871
Indirect Expenses			
FY 2025	\$71,277	\$17,819	\$89,097
FY 2026	\$71,277	\$17,819	\$89,097
Bloomington Transit			
FY 2025	\$41,600	\$10,400	\$52,000
FY 2026	\$41,600	\$10,400	\$52,000
Consultants/Supplies			
FY 2025	\$31,116	\$7,779	\$38,895
FY 2026	\$31,116	\$7,779	\$38,895
Contract Service Agreements			
FY 2025	\$20,800	\$5,200	\$26,000
FY 2026	\$20,800	\$5,200	\$26,000
TOTAL			
FY 2025	\$360,418	\$90,105	\$450,523
FY 2026	\$360,418	\$90,105	\$450,523
TOTAL	\$720,836	\$180,209	\$901,045

Summary Budget by Funding Source

The Summary Budget by Funding Source table below encapsulates the FY 2025-2026 budget for each of the work elements in the Unified Planning Work Program with elemental federal funding/local match split highlights plus a 2.5% Safe and Accessible Set Aside requirement. As illustrated in this summary table, the FY 2025 and FY 2026 funding allocations fall within the total available Federal (FHWA and FTA) planning funding assigned to the BMCMPPO for specific Fiscal Years.

	Work Element	Federal	Local	Total
100	Administration & Public Participation			
	FY 2025	\$123,688	\$30,922	\$154,610
	FY 2026	\$123,688	\$30,922	\$154,610
200	Data Collection & Analysis			
	FY 2025	\$16,421	\$4,105	\$20,527
	FY 2026	\$16,421	\$4,105	\$20,527
300	Short Range Planning & Management Systems			
	FY 2025	\$107,869	\$26,967	\$134,837
	FY 2026	\$107,869	\$26,967	\$134,837
400	Long Range Planning			
	FY 2025	\$38,415	\$9,604	\$48,019
	FY 2026	\$38,415	\$9,604	\$48,019
500	2.5% Set Aside for Safe and Accessible Transportation Options & Bloomington Transit			
	FY 2025	\$62,943	\$15,736	\$78,679
	2.5% Set Aside (Y410)	\$9,010	\$2,253	\$11,263
	FY 2026	\$62,943	\$15,736	\$78,679
	2.5% Set Aside (Y410)	\$9,010	\$2,253	\$11,263
600	Other Planning Initiatives & Special Projects			
	FY 2025	\$2,071	\$518	\$2,589
	FY 2026	\$2,071	\$518	\$2,589
	TOTAL			
	FY 2025	\$360,418	\$90,105	\$450,523
	FY 2026	\$360,418	\$90,105	\$450,523
	TOTAL	\$720,836	\$180,209	\$901,045

Summary Budget for Active Indiana Department of Transportation (INDOT) Purchase Orders

The Summary Budget for Active INDOT Purchase Orders table below summarizes the current BMCMPPO FY 2023-2024 UPWP purchase order reference number for FY 2024, the expiration date of the purchase order, and the estimated balance of the assigned Fiscal Year by preparation date of this document.

Active Purchase Order Balances*		
Active INDOT FY 2024 Purchase Order	Expiration Date	Current Balance on 03-31-24
0800-0020110109	06-30-25	\$142,254.30

*Note: Does not include FY 2024 third and fourth quarter billings. Total unspent balances will therefore become totally expended by June 30, 2024.

Contract Service Agreements

The Bloomington-Monroe County Metropolitan Planning Organization (BMCMPPO) enters into annual Contract Service Agreements (CSAs) with the Monroe County Highway Department, and the City of Bloomington Public Works Department, and in previous years, the Town of Ellettsville to assist with the completion of specific UPWP work elements and pertaining to asset management.

Each CSA provides a mechanism of coordination thereby avoiding the duplication of transportation planning services. Each CSA follows the scope of work detailed within the final Unified Planning Work Program approved by the BMCMPPO Policy Committee. Each non-MPO government entity entering into a CSA with the BMCMPPO has responsibility for all “up-front” costs detailed within a CSA. The table below summarizes the funding allocated to CSAs for each local agency within the BMCMPPO urbanized area boundary defined by the 2020 Census.

Agency		Federal	Local	Total
City of Bloomington Public Works - Asset Management				
	<i>FY 2025</i>	\$10,400	\$2,600	\$13,000
	<i>FY 2026</i>	\$10,400	\$2,600	\$13,000
Monroe County Highway Dept. - Asset Management				
	<i>FY 2025</i>	\$10,400	\$2,600	\$13,000
	<i>FY 2026</i>	\$10,400	\$2,600	\$13,000
Town of Ellettsville - Asset Management				
	<i>FY 2025</i>	\$0	\$0	\$0
	<i>FY 2026</i>	\$0	\$0	\$0
TOTAL				
<i>FY 2025</i>		\$20,800	\$5,200	\$26,000
<i>FY 2026</i>		\$20,800	\$5,200	\$26,000
TOTAL		\$41,600	\$10,400	\$52,000

Work Elements

100 Administration and Public Participation

101 Intergovernmental Coordination

The BMCMPPO staff will administer the MPO Policy Committee, the MPO Technical Advisory Committee, the Citizens Advisory Committee, and other routine MPO activities. Meetings of the MPO Committees generally occur on a monthly basis. Activities that occur in association with these committees include the preparation of information packets for each meeting, clerical support activities, and documentation of such meetings. All meetings are open to attendance by the public.

Committees

See Appendix A for a list of BMCMPPO Committees.

The fourteen (14) Metropolitan Planning Organizations in the State of Indiana have a statewide MPO association, known as the Indiana MPO Council that meets monthly with the FHWA, FTA, and INDOT to discuss and act on matters of mutual interest. The monthly meetings provide an opportunity for the MPOs to coordinate their transportation planning activities and to work collectively with the FHWA, FTA and the BMCMPPO staff will attend and/or participate in these meetings to represent the interests of BMCMPPO on the State and Federal levels.

Each MPO must undergo a certification review by the Federal Highway Administration every four years. The BMCMPPO completed a certification review with INDOT representatives in Fiscal Year 2023.

Responsible Agency and End Products

- MPO Staff to conduct up to ten (10) Policy Committee meetings per fiscal year. [Estimated Completion: Monthly]
- MPO Staff to conduct up to ten (10) Technical Advisory Committee meetings per fiscal year. [Estimated Completion: Monthly]
- MPO Staff to conduct up to ten (10) Citizens Advisory Committee meetings per fiscal year. [Estimated Completion: Monthly]
- MPO Staff to attend up to twelve (12) MPO Council monthly meetings per fiscal year. [Estimated Completion: Monthly]
- MPO Staff to participate in a Federal MPO Certification Review. [Estimated Completion: As Required]
- MPO staff to coordinate with INDOT central office staff regarding an update of INDOTs Planning Roles and Responsibilities Cooperating Operating Manual (PRRCOM) and in consultation with Indiana's Metropolitan Planning Organizations (MPOs) to facilitate open communication, adherence and maintenance of the established "3-C" planning process. [Estimated Completion: As Required]
- MPO staff to develop and facilitate information sessions/training to MPO board members regarding equity and related topics/best practices. [Estimated Completion: Ongoing]

- MPO Staff to coordinate with INDOT and U.S. Department of Defense (DOD) representatives in the transportation planning and programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. [Estimated Completion: As Required]
- MPO staff to coordinate with INDOT to coordinate with Federal Land Management Agencies (FMLAs) in the transportation planning and project programming process on infrastructure connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. [Estimated Completion: As Required]
- MPO staff to coordinate with INDOT, and Public Transportation Agencies to implement Planning and Environmental Linkages (PEL) as part of the transportation planning and environmental review processes. [Estimated Completion: As Required]
- MPO staff to review/update websites and other electronic platforms in partnership with the City of Bloomington Information Technology Services (ITS) Department to ensure accessibility and Section 508 compliance (<https://bloomington.in.gov/accessible>). [Estimated Completion: As Required]
- MPO staff will develop working groups or committees to disseminate information and best practices related to new BIL/IIJA regulatory requirements and discretionary grants opportunities/requirements (<https://www.phmsa.dot.gov/legislative-mandates/bipartisan-infrastructure-law-bil-infrastructure-investment-and-jobs-act-iija>). [Estimated Completion: As Required]

102 Unified Planning Work Program (UPWP)

The development and administration of a Unified Planning Work Program (UPWP) is a requirement of the metropolitan transportation planning process. The UPWP describes all planning activities anticipated in the BMCMPPO study area over two Fiscal Years and documents anticipated end products with financial support from Federal planning and local matching funds. This element also includes the preparation of a Cost Allocation Plan/Indirect Cost Proposal that determines BMCMPPO staff billing rates.

Cost Allocation Plan

See Appendix B for further details.

MPO Staff will administer the FHWA and FTA planning grants associated with the FY 2025-2026 UPWP. The staff shall prepare and provide quarterly progress reports, billing statements, and the financial status of the FY 2025-2026 UPWP to INDOT for the measurement of MPO activity progress pursuant to the completion of the UPWP.

Responsible Agency and End Products

- MPO Staff to develop amendment(s) to FY 2025-2026 Unified Planning Work Program. [Estimated Completion: Q1/FY 2025 through Q4/FY 2025]
- MPO Staff to develop FY 2026 and the FY 2027 UPWP. [Estimated Completion: Q4/FY 2025 and Q4/FY 2026]
- MPO Staff to develop the FY 2026 and FY 2027 Cost Allocation Plans as part of the UPWP. [Estimated Completion: Q3/FY 2025 and Q3/FY 2026]
- MPO Staff to prepare and submit the FY 2024 Annual Completion Report to INDOT. [Estimated Completion: Q1/FY 2025]
- MPO Staff to prepare and submit the FY 2025 Annual Completion Report to INDOT. [Estimated Completion: Q1/FY 2026]
- MPO Staff to prepare and submit the FY 2025-2026 Self Certification Review Statement to INDOT/FHWA/FTA representatives. [Estimated Completion: Q4/FY 2025, or with Transportation Improvement Program (TIP) submission]
- MPO Staff to prepare and submit eight (8) quarterly progress reports to INDOT for review. [Estimated Completion: FY 2025 & FY 2026 Quarterly]
- MPO Staff to prepare and submit eight (8) quarterly billing statements to INDOT for reimbursement. [Estimated Completion: FY 2025 & FY 2026 Quarterly]

103 Staff Training and Education

The ongoing development of MPO staff expertise will occur through attendance and participation in transportation related courses, seminars, and conferences, as well as the purchase of educational/reference materials, professional periodical subscriptions, and technical software training. These educational tools are essential for the continuous professional development of all MPO staff and to enhance local knowledge of regional and national best practices in transportation planning.

Responsible Agency and End Products

- MPO Staff shall attend the annual Indiana MPO Conference in successive host communities of FY 2025 and FY 2026. [Estimated Completion: Q2/FY 2025 & Q2/FY 2026 Annually]
- MPO Staff to attend the annual Purdue Road School and/or other educational conference opportunities including (but not limited to) webinars, classes, and/or conferences and utilize educational materials for professional development from national associations such as the American Planning Association, the Association of Pedestrian and Bicycle Professionals, the Urban Land Institute, and Institute of Transportation Engineers. [Estimated Completion: Ongoing]
- MPO Staff to renew professional membership dues to the American Planning Association and other relevant professional organizations. As part of its business practices, the BMCMPPO will verify that expenditures are compliant with the requirements of 2 CFR 200.403-405 *Factors Affecting Allowability of Cost*. [Estimated Completion: Ongoing]

104 Public Outreach and Public Participation

The BMCMPPO will continuously review and update as needed the Public Participation Plan (PPP), procedures required by 23 CFR 450.210 and 23 CFR 450.316, and processes to (1) ensure that all community members potentially affected by a transportation decision are invited to engage in the decision making process, and (2) ensure continuous and equitable public engagement in the transportation planning and decision making process.

The staff will post meeting notices, agendas, minutes and MPO documents on- line and in hard copy for access by interested citizens. Staff will assist the CAC with recruitment materials to provide diverse representation among CAC participants.

The staff will maintain the BMCMPPO website (<https://bloomington.in.gov/mpo>), a subsection of the City of Bloomington website, as a key point of public engagement with citizens, businesses, and other community members where they easily access and download reports, data, updates, or other information related to the functions of the BMCMPPO, in addition to the traditional forms of correspondence that are available. Staff will continue to use and explore new methods of communication, such as social media, in order to enhance public engagement with the MPO.

Responsible Agency and End Products

- MPO staff to post MPO Committee agendas, minutes, and MPO documents on-line. [Estimated Completion: Ongoing]
- MPO staff to implement all procedures required to ensure compliance with the MPO's Public Participation Plan. [Estimated Completion: Ongoing]
- MPO staff to ensure proper public posting of MPO meeting agendas and proposed plans and documents, including printing of legal notices for public comment periods in the local newspaper. [Estimated Completion: Ongoing]
- MPO to coordinate with INDOT and ensure new strategies and tools (e.g., social media and virtual public involvement (VPI) tools), are incorporated into public participation plans and procedures, and that plans include documented evaluation of progress toward plan goals. [Estimated Completion: Ongoing]
- The MPO to review and/or revise existing documents pertaining to the adopted Public Participation Plan, Title VI Implementation, Limited English Proficiency (LEP) assistance, Title II/Title III ADA procedures pertaining to requirements for places of public accommodation for meaningful public involvement. [Estimated Completion: Ongoing]
- The MPO staff will incorporate visual components and plain language in required planning documents (i.e., UPWP, TIP, ALOP, etc.) and communication (i.e., newsletters, meeting announcements, public involvement notices, etc.). [Estimated Completion: Ongoing]

Work Element 100 Budget

	Task	FY 2025	FY 2026	Total
101	Intergovernmental Coordination			
	<i>Federal Share</i>	\$65,427	\$65,427	\$130,854
	<i>Local Share</i>	\$16,357	\$16,357	\$32,714
	Total	\$81,784	\$81,784	\$163,568
102	Unified Planning Work Program			
	<i>Federal Share</i>	\$30,148	\$30,148	\$60,295
	<i>Local Share</i>	\$7,537	\$7,537	\$15,074
	Total	\$37,684	\$37,684	\$75,369
103	Staff Training & Education			
	<i>Federal Share</i>	\$9,036	\$9,036	\$18,072
	<i>Local Share</i>	\$2,259	\$2,259	\$4,518
	Total	\$11,295	\$11,295	\$22,589
104	Public Outreach			
	<i>Federal Share</i>	\$19,077	\$19,077	\$38,155
	<i>Local Share</i>	\$4,769	\$4,769	\$9,539
	Total	\$23,847	\$23,847	\$47,694
	TOTAL FEDERAL SHARE	\$123,688	\$123,688	\$247,376
	TOTAL LOCAL SHARE	\$30,922	\$30,922	\$61,844
	TOTAL	\$154,610	\$154,610	\$309,220

Work Elements

200 Data Collection and Analysis

201 Traffic Volume Counting

The MPO staff, in conjunction with the City of Bloomington Engineering Department, will conduct vehicular volume counts within the Metropolitan Planning Area (MPA) for arterial and collector streets/roads on a rotational cycle leading to complete coverage of the MPO's functionally classified roadway network.

The BMCMPPO will additionally conduct special counts upon the request of local entities to assist with engineering alternatives analysis and design decisions (e.g., traffic control warrant studies, traffic calming requests, safety examinations, development petition reviews, corridor studies, etc.). The BMCMPPO will conduct traffic volume link and segment counts throughout the urbanized area on a rotating basis of once every three (3) years, or as requested.

The traffic volume sampling program data will support INDOT's Highway Performance Monitoring System (HPMS) data collection efforts continuously refining link volumes, capacities, and speeds for calibration of the BMCMPPO travel demand forecasting. The City of Bloomington Engineering Department will purchase new counting equipment replacing equipment beyond useful economic life, associated software, and supplies including but not limited to counter battery replacements, a portable traffic analyzer, replacement tubing, nails, padlocks, tape, and other count-related materials as necessary for the maintenance and capital replacement of traffic counting equipment.

Responsible Agency and End Products

- MPO staff to perform approximate coverage counts on behalf of the City of Bloomington Engineering Department and Monroe County Highway Department. [Estimated Completion: Annually]
- MPO Staff to perform required HPMS traffic counts for INDOT. [Estimated Completion: Annually]
- MPO staff to purchase traffic and/or bicycle & pedestrian counting equipment, software (purchase and/or licenses renewals) and supplies to support annual multi-modal traffic counting program needs. [Estimated Completion: As Needed]
- MPO staff shall purchase annual software licenses for Adobe software, MS2 TCDS Modern Traffic Analytics traffic count database system (<https://www.ms2soft.com/products/tcds-traffic-count/>) management software, and GIS Software. [Estimated Completion: Annually]

202 Annual Crash Report

The BMCMPPO produces a macro-level Annual Crash Report identifying corridors and intersections within the urban area with the identification of associated causal factors contributing to aggregate crash data using Indiana State Police data from the Automated Reporting Information Exchange System (ARIES). Crash data analysis allows local jurisdictions to undertake public roadway safety improvements and to establish longitudinal Measures of Effectiveness (MOE) for the evaluation of alternative actions over time. The Annual Crash Report additionally assists the BMCMPPO with the identification of project locations that may have Highway Safety Improvement Program (HSIP) and/or Road Safety Audit (RSA) eligibility. The staff shall further assist with development of Local Road Safety Plans (LRSPs) and Traffic Incident Management (TIM) within the BMCMPPO area as necessary.

Responsible Agency and End Products

- MPO Staff to produce a Calendar Years 2019-2023 Crash Report. [Estimated Completion: Q1/FY 2025]
- MPO Staff to produce a Calendar Years 2020-2024 Crash Report. [Estimated Completion: Q1/FY 2026]
- MPO Staff to assist local public agencies (LPAs) in developing Local Road Safety Plans (LRSPs) as a tool for reducing roadway fatalities and serious injuries with an emphasis on implementing systemic roadway/corridor improvements and/or selective spot locations determined by key data (e.g., fatalities, serious injury rates, vulnerable road users, vulnerable road user assessments, roadway departures, intersections, bicycle-pedestrian focal points, weather, lighting, construction zones, school zones, etc.). [Estimated Completion: Q4/FY 2025 and Q4/FY 2026]
- MPO Staff to consider Traffic Incident Management (TIM) activities supporting multiple planning factors related to safety, mobility freight movement, air quality and transportation system reliability including the non-recurring congestion which causes delay that impacts all travelers and just-in-time freight haulers, reducing the likelihood of a secondary crash and responders being struck, and by reducing delay that impacts consumers resulting in wasted fuel and potential air quality impacts. MPO staff outreach support may include various activities (e.g., market TIM to elected officials, facilitate TIM responder training, facilitate working groups and activities, foster relationships, facilitate after- action reviews, fund ITS projects, and/or compile data for performance measures). [Estimated Completion: Q4/FY 2025 and Q4/FY 2026]
- MPO staff shall renew the annual software license for MS2 Traffic Crash Location System (TCLS) software module (<https://www.ms2soft.com/products/tcls-traffic-crash/>) to analyze traffic local crash patterns, create crash density maps, crash heat maps, intersection collision diagrams, crash rates, and crash severity rates to aid in identifying local problem intersections. [Estimated Completion: Annually]

Work Element 200 Budget

	Task	FY 2025	FY 2026	Total
201	Traffic Volume Counting			
	<i>Federal Share</i>	\$4,260	\$4,260	\$8,520
	<i>Local Share</i>	\$1,065	\$1,065	\$2,130
	Total	\$5,325	\$5,325	\$10,650
202	Annual Crash Report & Vulnerable Road Users Assessment			
	<i>Federal Share</i>	\$12,162	\$12,162	\$24,323
	<i>Local Share</i>	\$3,040	\$3,040	\$6,081
	Total	\$15,202	\$15,202	\$30,404
	TOTAL FEDERAL SHARE	\$16,421	\$16,421	\$32,843
	TOTAL LOCAL SHARE	\$4,105	\$4,105	\$8,211
	TOTAL	\$20,527	\$20,527	\$41,054

Work Elements

300 Short Range Planning and Management Systems

301 Transportation Improvement Program (TIP)

The development and maintenance of a Transportation Improvement Program (TIP) represents a Federal requirement for MPOs that intend to implement projects with federal funds. All Federal-aid projects must have inclusion in the TIP, and the adopted program of projects must have “fiscal constraint” for inclusion within the Indiana Statewide Transportation Improvement Program (INSTIP). The BMCMPPO continuously coordinates with all jurisdictional Local Public Agencies (LPAs) for development/administration of a TIP. This work includes requests for project designation identifications, the development of project milestone/funding schedules, the processing of required amendments, management of a Quarterly Project Tracking program, Red Flag Investigations, and fulfilling “*Set-aside for Increasing Safe and Accessible Transportation Options*” required under The Bipartisan Infrastructure Law (BIL) for other activities outlined below and Work Element 501. The BMCMPPO will additionally work with INDOT and the LPAs to develop best practices for project scheduling and cost estimation.

Responsible Agency and End Products

- MPO Staff to administer the FY 2024-2028 TIP through coordination with LPAs and INDOT, fiscal management, and processing of TIP amendments as needed. [Estimated Completion: Ongoing]
- MPO Staff to develop, adopt and administer the FY 2026-2030 TIP through coordination with LPAs and INDOT, management of the Change Order Policy, and processing of TIP amendments as needed. [Estimated Completion: Q4 FY 2025]
- MPO Staff to assist LPAs with development of Red Flag Investigations for new transportation projects for addition to the TIP. [Estimated Completion: Ongoing]
- MPO Staff to administer the Quarterly Project Tracking Program for local TIP projects, including quarterly meetings with LPAs, design consultants, INDOT and FHWA. [Estimated Completion: Quarterly]
- MPO Staff to produce the Fiscal Year 2024 Annual List of Obligated Projects. [Estimated Completion: Q1/FY 2025]
- MPO Staff to produce the Fiscal Year 2025 Annual List of Obligated Projects. [Estimated Completion: Q1/FY 2026]
- MPO Staff will apply the adopted BMCMPPO Complete Streets Policy that ensures the safe and adequate accommodation of all users of the transportation system, defined by §11206(a). Staff will identify eligible FY 2024-2028 and the FY2026-2030 TIP projects for meeting “Increasing Safe and Accessible Transportation Options” compliance requirements and moving beyond information gathering/screening tools to equitable outcomes in project programming and delivery [Estimated Completion: Ongoing]
- The MPO staff will use two (2) key tools for evaluating urbanized area equity analyses in relation to FY2024-2028 TIP LPA Projects and the scheduled FY 2026-2030 TIP Call for Projects during the FY 2025 Q1 time period:

- (1) The BMCMPPO Environmental Justice Viewer
(<https://bloomington.in.gov/arcgis/apps/webappviewer/index.html?id=906a510caffc484cab4fe152092f3024>) and
- (2) The Monroe County Social Vulnerability Index Viewer
(<https://gisserver.co.monroe.in.us/portal/apps/dashboards/d1b9dcaf623043fab222c784e38c872d>).

302 Highway Safety Improvement Program

The BMCMPPO has an established local Highway Safety Improvement Program (HSIP) in compliance with Bipartisan Infrastructure Law (BIL) legislation and INDOT/FHWA guidance directives. The BMCMPPO staff will administer procedures whereby appropriate projects solicited from LPAs and HSIP funding awards will depend upon project compliance with the Indiana Department of Transportation's HSIP qualification criteria.

FY 2025 PEAs

See Appendix E for any detailed requirements.

The MPO will strongly encourage LPAs to implement low-cost systemic improvements to address factors contributing to severe crashes in the community. The MPO will additionally encourage LPAs to program HSIP funds for Road Safety Audits and other INDOT/FHWA approved planning purposes.

Responsible Agency and End Product

- The MPO will assist the City of Bloomington and Monroe County with their codified use of Public Right-of-Way Accessibility Guidelines (PROWAG) design standards for all facilities as specified under the Americans with Disabilities Act (ADA) that address access to sidewalks and streets, crosswalks, curb ramps, pedestrian signals, on-street parking, and other components of public right-of-way. [Estimated Completion: Ongoing]
- MPO staff will administer the FY 2024-2028 and FY2026-2030 HSIP funding for the FY 2024-2028 and FY 2026-2030 Transportation Improvement Programs, respectively. [Estimated Completion: Q4/FY 2025 and Q4/FY 2026, as needed]
- MPO staff will review current policies, rules, and procedures to determine their impact on safety for all road users, including vulnerable road users (VRUs), and to ensure they include provisions for safety in future transportation infrastructure, particularly those outside automobiles, and focus on advanced speed management along arterials. [Estimated Completion: Ongoing]
- MPO staff will incorporate VRU considerations during planning, project development, and delivery processes in cooperation with the engineering staffs of Monroe County and the City of Bloomington. [Estimated Completion: Ongoing]

303 Transportation Alternatives Program (TAP)

The Bloomington-Monroe County MPO has an established local Transportation Alternatives Program (TAP) in compliance with the Bipartisan Infrastructure Law (BIL) legislation and INDOT/FHWA guidance directives. With the adoption of the BIL legislation, program revisions reflect TAP guidance directives. The BMCMPPO staff will administer procedures for the solicitation and funding of all LPA TAP projects in compliance with TAP selection criteria.

Responsible Agency and End Products

- MPO Staff to administer the FY 2024-2028 TIP and the FY 2026-2030 TIP for Transportation Alternatives Program, that focuses on established Transportation Demand Management (TDM) alternative modes aimed at reducing system-wide single-occupancy vehicles and concomitant air quality near high-volume corridors through the promotion of Bloomington Transit, carpooling, vanpooling, biking and walking. [Estimated Completion: Ongoing, Continuous]
- MPO Staff to complete Annual Transportation Alternatives Program report and submit required documentation to INDOT and FHWA partners. [Estimated Completion: Q4/FY 2025 and Q4/FY 2026, As Needed]

304 Infrastructure Management Systems

The BMCMPPO has historically supported the efforts of its LPAs to establish and maintain robust asset management systems using Contract Service Agreements (CSAs). The City of Bloomington, Monroe County, and the Town of Ellettsville regularly collect asset condition data for infrastructure components such as pavement, signs, and street markings, and manage it using an appropriate asset management software package. This methodology allows the respective jurisdictions to develop long term management plans for their infrastructure assets. These asset management systems will undergo continuous updating to ensure maintenance of data, quality and conditions.

Responsible Agency and End Products

- City of Bloomington to maintain a Five-Year Pavement Management Plan, asset management software renewals, asset management conferences/training, and provide quarterly status reports to the BMCMPPO under a CSA. [Estimated Completion: Ongoing, Annually]
- Monroe County to maintain a Five-Year Pavement Management Plan, asset management software renewals, asset management presentation/training, and provide quarterly status reports to the BMCMPPO under a CSA. [Estimated Completion: Ongoing, Annually]

305 ITS Architecture Maintenance

Intelligent Transportation Systems (ITS) use a number of technologies, including information processing and communications to achieve transportation network operating efficiencies. ITS allows the Bloomington-Monroe County Urbanized Area to improve safety, reduce congestion, improve mobility, enhance economic productivity, and save public investment dollars without negatively affecting the environment.

The Bloomington-Monroe County MPO completed its Regional ITS Architecture in 2008. Administrative modifications to the ITS Architecture are warranted when an LPA wishes to include a new technology into a transportation project. Updates and revisions as needed shall ensure that the Architecture remains current and accounts for changes and improvements in the transportation network. Staff will also assist local entities with the implementation of ITS projects as detailed in the ITS Architecture.

Responsible Agency and End Product

- MPO Staff to maintain the established ITS architecture. [Estimated Completion: As needed]

306 Performance Measures

The Bipartisan Infrastructure Law (BIL) along with its predecessor legislation establishes new requirements for performance management to ensure the most efficient investment of Federal transportation funds. States will invest resources in projects to achieve individual targets that collectively will make progress toward the national goals.

FY 2025 PEAs

See Appendix E for any detailed requirements.

The national performance goals for Federal Highway programs include:

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads;
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair;
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System (NHS);
- **System Reliability** - To improve the efficiency of the surface transportation system;
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development;
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment; and
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued new transportation planning rules on the statewide and metropolitan transportation planning processes to reflect the use of a performance based approach to decision-making in support of the national performance goals. These processes must document in writing how the Metropolitan Planning Organizations (MPOs), Indiana Department of Transportation (INDOT) and providers of public transportation shall jointly agree to cooperatively develop and share information related to transportation performance data, the selection of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see 23 CFR 450.306(d)) and the collection of data for the INDOT asset management plan for the National Highway System specified in 23 CFR 450.314(h).

The Federal Transit Administration (FTA) additionally has performance measures for Transit Asset Management with published and effective final regulations. FHWA has performance measures and final regulations published for Safety, Bridge and Pavement Conditions, Congestion Reduction and System

Reliability. INDOT along with the MPOs and FHWA will continue to identify Performance Targets for each Performance Measure. Once Performance Targets are established, the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP) modifications will reflect this information. Data collection and analysis evaluations shall determine the success of established targets.

For the FHWA and the FTA to approve any TIP amendments after May 27, 2018, the INDOT, MPOs and Public Transit Operators must reflect this information and describe how projects in the TIP/STIP, to the maximum extent practicable, achieve the Federally required performance targets identified in the Statewide and Metropolitan Transportation Plans, linking investment priorities to these performance targets.

Responsible Agency and End Products

- MPO Staff and the MPO Policy Committee shall support and adopt Performance Measures as developed by INDOT in accordance with Federal Rules. [Estimated Completion: Q4/FY 2025 and Q4/FY 2026]

Work Element 300 Budget

	Task	FY 2025	FY 2026	Total
301	Transportation Improvement Program			
	<i>Federal Share</i>	\$73,276	\$73,276	\$146,551
	<i>Local Share</i>	\$18,319	\$18,319	\$36,638
	Total	\$91,594	\$91,594	\$183,189
302	Highway Safety Improvement Program			
	<i>Federal Share</i>	\$3,960	\$3,960	\$7,920
	<i>Local Share</i>	\$990	\$990	\$1,980
	Total	\$4,950	\$4,950	\$9,900
303	Transportation Alternatives Program			
	<i>Federal Share</i>	\$3,960	\$3,960	\$7,920
	<i>Local Share</i>	\$990	\$990	\$1,980
	Total	\$4,950	\$4,950	\$9,900
304	Infrastructure Management Systems			
	<i>Federal Share</i>	\$20,800	\$20,800	\$41,600
	<i>Local Share</i>	\$5,200	\$5,200	\$10,400
	Total	\$26,000	\$26,000	\$52,000
305	ITS Architecture Maintenance			
	<i>Federal Share</i>	\$1,016	\$1,016	\$2,033
	<i>Local Share</i>	\$254	\$254	\$508
	Total	\$1,270	\$1,270	\$2,541
306	Performance Measures			
	<i>Federal Share</i>	\$4,857	\$4,857	\$9,714
	<i>Local Share</i>	\$1,214	\$1,214	\$2,429
	Total	\$6,071	\$6,071	\$12,143
TOTAL FEDERAL SHARE		\$107,869	\$107,869	\$215,739
TOTAL LOCAL SHARE		\$26,967	\$26,967	\$53,935
TOTAL		\$134,837	\$134,837	\$269,673

Work Elements

400 Long Range Planning

401 2050 Metropolitan Transportation Plan (MTP)

Federal planning requirements stipulate a minimum twenty-year time horizon for the urbanized area Metropolitan Transportation Plan (MTP). The BMCMPPO will therefore develop and produce a *2050 Metropolitan Transportation Plan* in FY 2025 as a non-technical, consultant-assisted update given the release availability of detailed 2020 Census data.

The BMCMPPO staff completed a non-technical *2045 Metropolitan Transportation Plan* update process during FY 2020-2021 with the adoption of the current *2045 Metropolitan Transportation Plan* in October 2020 by the BMCMPPO Policy Committee. The *2045 Metropolitan Transportation Plan* incorporated an extensive public outreach/input community survey as the significant component of the plan's development. The *2050 Metropolitan Transportation Plan* will replicate and expand upon a community engagement survey and public engagement. The *2050 Metropolitan Transportation Plan* will additionally include a thorough examination of all required federal and state transportation planning elements consistent with the Bipartisan Infrastructure Law (BIL) and encompass all relevant surface travel modes in its evaluation of alternative long-term transportation needs for the Bloomington-Monroe County urbanized area.

The BMCMPPO shall simultaneously maintain a close working relationship with all transportation-related federal, state and local jurisdictions involved with the Bloomington-Monroe County Metropolitan Planning Area (MPA).

The current BMCMPPO Travel Demand Model (TDM) maintained by the staff requires TransCAD travel demand modeling software and an annual software license renewal fee for software program upgrades and software support services.

Responsible Agency and End Products

- The BMCMPPO shall develop and achieve adoption of a non-technical, consultant-assisted *2050 Metropolitan Transportation Plan*. Tasks of the *2050 Metropolitan Transportation* shall include the following:
 - **Project Management**
 - Project Management Plan
 - Project Kickoff Meeting
 - Monthly Project Team Meeting
 - Project Coordination
 - **Stakeholder and Public Engagement**
 - Engagement Strategy
 - BMCMPPO Committee Engagement
 - Focus Groups to include:
 - Diversity, Equity, and Inclusion
 - Active Transportation
 - Public Transit
 - Public Meetings
 - Online Survey
 - Presentation Videos
 - Social Media Updates

- Engagement Summary
 - Project Website
 - **Summary of Existing Conditions Within The Planning Area**
 - Review Previous Plans and Public Input
 - Develop Base Map Template
 - Demographic and Community Trends
 - Transportation System Analysis
 - Existing Condition Summary
 - **Identify Transportation Needs**
 - Needs Analysis and Inventory
 - Summary of Needs
 - **Develop Recommendations**
 - Identify Projects
 - Integrated Level of Service Policy
 - Evaluate and Prioritize Projects
 - Metropolitan Transportation Plan Recommendations Summary
 - **Performance-Based Planning**
 - Metropolitan Transportation Plan Federal and State Checklists
 - System Performance Report
 - **Implementation Element**
 - Financial Plan
 - Project Cut Sheets (i.e., project location maps, key issues, potential constraints, costs, potential project partners, and implementation priorities for each individual fiscally constrained project)
 - **Plan Development**
 - Preliminary Metropolitan Transportation Plan
 - Final Draft Metropolitan Transportation Plan
 - Final Metropolitan Transportation Plan
 - 2050 Metropolitan Transportation Plan Presentation [Estimated Completion Q4/FY 2025]
- The BMCMPPO will continue a close working relationship with INDOT for preparation and finalization of the Bloomington-Monroe County Metropolitan Planning Area Boundaries and adjusted Urbanized Area Boundaries resulting from the 2020 Census data, including a review of existing functional classifications making any needed revisions where necessary. [Estimated Completion: Q1/FY 2025]
 - The MPO to renew annual TransCAD Transportation Planning software (<https://www.caliper.com/tctraveldemand.htm>) license fees necessary for maintaining the current BMCMPPO multi-modal travel demand forecast model. [Estimated Completion Annually]

Work Element 400 Budget

Task		FY 2025	FY 2026	Total
401	2045 Metropolitan Transportation Plan			
	<i>Federal Share</i>	\$38,415	\$38,415	\$76,830
	<i>Local Share</i>	\$9,604	\$9,604	\$19,208
	<i>Total</i>	\$48,019	\$48,019	\$96,038
TOTAL FEDERAL SHARE		\$38,415	\$38,415	\$76,830
TOTAL LOCAL SHARE		\$9,604	\$9,604	\$19,208
TOTAL		\$48,019	\$48,019	\$96,038

Work Elements

500 Active Transportation and Bloomington Transit

501 Active Transportation - Required 2.5% Set-aside for Complete Streets and Transit-Oriented Development

The BMCMPPO FY 2025-2026 UPWP shall follow an FHWA, Indiana Division, directive (through the Indiana Department of Transportation Technical Planning & Programming Division) that the 2.5% Set Aside requirement of the Bipartisan Infrastructure Law (BIL) “be applied to the consolidated metropolitan planning funds (FHWA PL + FTA 5303)” on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)].

For the purpose of this fulfilling this requirement, the BMCMPPO shall reply on the term “Complete Streets standards or policies” meaning the standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles [§ 11206(a)].

The BMCMPPO has an adopted Complete Streets Policy that meets federal standards, prioritizes, and identifies a specific list of Complete Streets projects priority criteria to ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children and older individuals, individuals with disabilities, motorists, and freight vehicles. This activity therefore represents a qualifying action for the IJA Bipartisan Infrastructure Law that requires 2.5% of consolidated PL funds (FHWA PL + FTA 5303) obligations be set-aside for use on increasing safe and accessible transportation options. This activity (to be referenced and reported to INDOT as a Y410 code in FMIS) represents the BMCMPPOs initiative for meeting the federal 2.5% set-aside program requirement.

The BMCMPPO staff in conjunction with the Bloomington Bicycle and Pedestrian Safety Commission (BPSC) will continue to build upon safety/awareness efforts that will promote and encourage bicycle and pedestrian activities as viable and necessary modes of transportation within the existing regional transportation network. Staff will assist the BPSC in reviewing local development proposals for bicycle and pedestrian issues, and will develop policy recommendations for education and safety programs for bicyclists and pedestrians as needed.

The MPO shall additionally lead educational outreach activities to targeted groups and lead city-county bicycle/pedestrian transportation coordination meetings.

Responsible Agency and End Products

- The BMCMPPO shall use at least 2.5% of its consolidated PL funds (PL + FTA 5303) as a Complete Streets set-aside for multiple travel modes targeted at people of all ages and abilities. For the purpose of this requirement, the term “Complete Streets standards or policies” means standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.
- The BMCMPPO will continuously review and update the BMCMPPO Complete Streets Policy that prioritizes and identifies a specific list of Complete Streets projects guidance and scoring criteria to improve the safety, health and equity, mobility, and accessibility of all public urban area roads and streets as a qualifying action for the IJA Bipartisan Infrastructure Law. This BMCMPPO

activity (referenced as a Y410 billing code in FMIS) will represent the BMCMPPOs fulfillment for meeting the 2.5% set-aside program requirement. [Estimated Completion: Ongoing, As Needed]

- Where appropriate, the BMCMPPO will support a City of Bloomington and Monroe County consultant-assisted Complete Streets Studies and/or the prioritization of urbanized area Complete Streets projects to improve the safety, mobility, or accessibility of a street or intersection with a multiuse trail corridor ([§ 11206(c) and (e)]).
- Where appropriate, MPO staff will support the City of Bloomington’s ongoing consultant-assisted conceptual study of the College Avenue and Walnut arterial Street corridors as a Safe Streets and Roads for All (SS4A) focus area. [Estimated Completion: Ongoing, As Needed]
- Where appropriate, the MPO staff will support two current program initiatives by the City of Bloomington and Bloomington Transit involving Safe Streets for All (SS4A) and Transit-Oriented Development (TOD). These initiatives shall position Bloomington for leveraged federal transportation funding in Calendar Years 2024-2026 and beyond. [Estimated Completion: Ongoing, As Needed]
- Where appropriate, the staff will support Bloomington Transit (BT) with phased implementation of the BT Route Optimization Study identifying locations that may foster Transit-Oriented Development (TOD) opportunities within the Bloomington-Monroe County urbanized area and additionally all opportunities associated with anticipated Bus Rapid Transit (BRT) service. [Estimated Completion: Ongoing, As Needed]
- MPO Staff will attend City of Bloomington/Monroe County transportation coordination meetings involving bicycle and pedestrian issues. [Estimated Completion: Monthly, As Needed]
- MPO Staff will conduct Monroe County and City of Bloomington bicycle and pedestrian outreach to targeted urbanized area groups. [Estimated Completion: Ongoing, As Needed]
- MPO Staff will work in collaboration with Monroe County, the City of Bloomington, Indiana University, and INDOT to identify best practice opportunities for bicycle/pedestrian crossings recognizing the State of Indiana’s identification as a “Focus State” for bicycle/pedestrian safety. [Estimated Completion: Ongoing, As Needed]

502 Bicycle/Pedestrian Counts

Bicycle and pedestrian data collection is an important component of the overall data collection and analysis program for the MPO. Collecting this data aids LPAs in developing and prioritizing projects and programs that enhance the quality of these transportation modes. The MPO will conduct counts to determine usage of bicycle and pedestrian facilities within the MPO area in order to assist LPAs in this effort.

Responsible Agency and End Products

- MPO Staff to conduct seven-day seasonal baseline counts (spring, summer, and fall) on multiuse trails and bike lane facilities within the Urbanized Area to establish baseline data for bicycle and pedestrian volume counts. [Estimated Completion: Ongoing, As Needed]
- MPO Staff to report on the results of the seasonal coverage counts on multiuse trails and bike lane facilities. [Estimated Completion: Ongoing, As Needed]

503 Bloomington Transit Studies

The BMCMPPO will assist Bloomington Transit's implementation and undertaking of transit-oriented planning studies during FY 2025-2026 with the following expected outcomes:

- Implementation of *Transform BT 2022-2030* (<https://bloomingtontransit.com/wp-content/uploads/2023/02/Transform-BT-Strategic-Plan.pdf>) strategies and tactics that involve the following:
 - An ongoing transit system fare (<https://bloomingtontransit.com/fares-and-passes/>) review
 - A continuation of target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services
 - A continuation of equitable and sustainable practices while developing transit-oriented development (TOD) including affordable housing strategies and consideration of environmental justice populations
 - Continued infrastructure development for non-motorized transit system travel, public transportation access, and public transportation service in underserved communities.
- *A Green Line Priority Service Corridor Feasibility Study*, as identified in *Transform BT 2022-2030*. [Completion: Ongoing, As Needed]
- A Real Estate Appraisal, Real Estate Purchase, and Logistics Feasibility Study examining physical facility expansion needs as identified in *Transform BT 2022-2030*. [Completion: Continuous through FY 2026]
- An ongoing and periodic review of Bloomington Transit system fares (<https://bloomingtontransit.com/fares-and-passes/>) in accordance with *Transform BT 2022-2030*. [Completion: Ongoing, As Needed]

Responsible Agency and End Products

- Bloomington Transit shall undertake a continuous set of planning study needs identified in *Transform BT 2022-2030* adopted by the Bloomington Public Transportation Corporation (BTPC) Board of Directors in January 2023. These studies shall focus on express corridor service, fleet conversion, micro-transit service (<https://bloomington.in.gov/news/2023/05/03/5606>), private partnerships (<https://bloomingtontransit.com/btlatenite/>), current operations and maintenance facility acquisition, a facility expansion and/or relocation, and a continuous fare review designed to balance revenue streams with operational and capital acquisition costs. [Estimated Completion: Q4/FY 2025]

504 **Bloomington Transit Ridership Counts**

Bloomington Transit conducts annual transit ridership counts for all of its routes and services. This information aids in establishing annual passenger mile estimates for mass transit, in identifying facilities that are under or over utilized, and in the prioritization of capital improvements. The counts follow Federal Transit Administration (FTA) guidance which describe the methodology to estimate annual passenger miles based on data from a sample of randomly selected bus trips for Bloomington Transit fixed route and demand response service (i.e., statistically stratified random sample methodology).

Responsible Agency and End Products

- Bloomington Transit to collect operating data required by the Federal Transit Administration (FTA) for estimates of annual passenger miles. [Estimated Completion: Annually]
- Bloomington Transit to report annual passenger mile data estimates for Bloomington Transit fixed route and demand response service to the Federal Transit Administration (FTA). [Estimated Completion: Annually]

Work Element 500 Budget

Task		FY 2025	FY 2026	Total
501	2.5% Set Aside for Safe and Accessible Transportation Options & Bloomington Transit			
	<i>Federal Share</i>	\$17,646	\$17,646	\$35,293
	<i>Federal 2.5% Set Aside (Billing Code Y410)</i>	\$9,010	\$9,010	\$18,021
	<i>Local Share</i>	\$4,412	\$4,412	\$8,823
	<i>Local 2.5% Set Aside (Billing Code Y410)</i>	\$2,253	\$2,253	\$4,505
	Total	\$22,058	\$22,058	\$44,116
	Total 2.5% Set Aside (Billing Code Y410)	\$11,263	\$11,263	\$22,526
502	Bicycle/Pedestrian Counts			
	<i>Federal Share</i>	\$2,112	\$2,112	\$4,225
	<i>Local Share</i>	\$528	\$528	\$1,056
	Total	\$2,640	\$2,640	\$5,281
503	Bloomington Transit Studies			
	<i>Federal Share</i>	\$41,584	\$41,584	\$83,168
	<i>Local Share</i>	\$10,396	\$10,396	\$20,792
	Total	\$51,980	\$51,980	\$103,960
504	Bloomington Transit Passenger Counts			
	<i>Federal Share</i>	\$1,600	\$1,600	\$3,200
	<i>Local Share</i>	\$400	\$400	\$800
	Total	\$2,000	\$2,000	\$4,000
	TOTAL FEDERAL SHARE	\$62,943	\$62,943	\$125,886
	<i>Federal 2.5% Set Aside (Billing Code Y410)</i>	\$9,010	\$9,010	\$18,021
	TOTAL LOCAL SHARE	\$15,736	\$15,736	\$31,471
	<i>Local 2.5% Set Aside (Billing Code Y410)</i>	\$2,253	\$2,253	\$4,505
	TOTAL	\$78,679	\$78,679	\$157,357
	Total 2.5% Set Aside (Billing Code Y410)	\$11,263	\$11,263	\$22,526

Note: 2.5% Set Aside requirement of the Bipartisan Infrastructure Law (BIL) applied to the BMCMPPO consolidated PL funds (PL + FTA 5303) for planning activities to increase safe and accessible options using multiple travel modes for people of all ages and abilities [§ 11206(b)]. The BMCMPPO consolidated PL funds (PL+ FTA 5303) for FY 2025 equals \$360,418.00. The 2.5% requirement therefore equals a set aside requirements of \$9,010.45 in federal funds, and a set aside of \$2,252.61 in local matching funds resulting with a FY 2025 set aside sum total equaling \$11,263.06. The BMCMPPO FY 2026 UPWP assumes a constant BMCMPPO consolidated funding level and 2.5% Set Aside requirement.

Work Elements

600 Other Planning Initiatives and Special Projects

601 Title VI Plans

MPOs must ensure that jurisdictional local public agencies (LPAs) with projects in the Transportation Improvement Program (TIP) comply with Title VI nondiscrimination requirements. MPOs should survey local governments to determine if they have a current Title VI Plan that identifies a person responsible for Title VI, Notification of Nondiscrimination, a complaint process, and steps used to collect and evaluate data on the impacts of the LPA's programs and projects. The MPO should provide technical assistance to LPAs that do not have such plans in place. MPOs must monitor Title VI status going forward and move toward limiting funding to those entities not meeting their requirements as Federal-aid recipients.

FY 2025 PEAs

See Appendix E for any detailed requirements.

Responsible Agency and End Product

- MPO Staff to assist LPAs in complying with Title VI as part of Transportation Improvement Program (TIP) development process and in the development of Title VI Plans as needed.
[Estimated Completion: Q4/FY 2025 and Q4/FY 2026]

Work Element 600 Budget

Task		FY 2025	FY 2026	Total
601	Title VI Plans			
	<i>Federal Share</i>	\$2,071	\$2,071	\$4,142
	<i>Local Share</i>	\$518	\$518	\$1,035
	Total	\$2,589	\$2,589	\$5,177
602	Special Plans			
	<i>Federal Share</i>	\$0	\$0	\$0
	<i>Local Share</i>	\$0	\$0	\$0
	Total	\$0	\$0	\$0
603	Special Studies			
	<i>Federal Share</i>	\$0	\$0	\$0
	<i>Local Share</i>	\$0	\$0	\$0
	Total	\$0	\$0	\$0
TOTAL FEDERAL SHARE		\$2,071	\$2,071	\$4,142
TOTAL LOCAL SHARE		\$518	\$518	\$1,035
TOTAL		\$2,589	\$2,589	\$5,177

Appendix A

BMCMPO Committee Membership

BMCMPO Committee Membership

Policy Committee

Member	Title	Representing
Lisa Ridge, Chair	Monroe County Highway Director	Monroe County
Sarah Ryterband, Vice Chair	Citizen	Citizens Advisory Committee
Jason Banach	Director of Real Estate	Indiana University
Anjelica Salgado	Transportation Program Specialist	Federal Transit Administration (non-voting)
Geoff Morris	Plan Commission Member	Monroe County
Kerry Thompson	Mayor	City of Bloomington
Jermaine R. Hannon	Division Administrator	Federal Highway Administration (non-voting)
Doug Horn	Board of Directors Member	Bloomington PTC
Jillian Kinzie	Plan Commission Member	City of Bloomington
Tony McClellan	Deputy Commissioner	INDOT Seymour District
Geoff McKim	County Council Member	Monroe County
Dan Swafford	Town Council Representative	Town of Ellettsville
Julie Thomas	County Commissioner	Monroe County
Courtney Daily	Council Member	City of Bloomington
Adam Wason	Director of Public Works	City of Bloomington

Technical Advisory Committee

Member	Title	Representing
Nate Nickel, Chair	Data Analyst & Mgr., Public Works Dept.	City of Bloomington
Paul Satterly, PE, Vice Chair	Highway Engineer	Monroe County
John Baeten	GIS Coordinator	Monroe County
Meghan Blair	GIS Coordinator	City of Bloomington
Andrew Cibor, PE	Director, Engineering Department	City of Bloomington
Scott Waddell	Director of Transportation	Monroe County Community School Corp.
John Connell	General Manager	Bloomington Transit
Jane Fleig, PE	Assistant Engineer, Utilities Department	City of Bloomington
Cecilia C. Godfrey	Community Planner, Region 5	Federal Transit Administration (non-voting)
Jacqueline N. Jelen	Director, Planning Department	Monroe County
Brian Jones	Project Manager, Transit	Indiana Department of Transportation
John Kennedy	Vice Chair, Citizens Advisory Committee	Citizens Advisory Committee (non-voting)
Carlos Laverty	Executive Director, Monroe County Airport	Monroe County
Denise Line	Director, Planning Department	Town of Ellettsville
Audrey Myers	Transportation Director	Richland-Bean Blossom Community School Corp.
Chris Myers	Manager	Area 10 - Rural Transit
Emmanuel Nsonwu	Transportation Planner/MPO Liaison	Indiana Department of Transportation
Rebecca Packer	Director, Technical Services Division	INDOT - Seymour District
David Hittle	Director, Planning & Transportation	City of Bloomington
Brianne Gregory	Auditor	Monroe County
Kip Haddy	Street Commissioner, Street Department	Town of Ellettsville
Steve Cotter	Natural Resources Manager	City of Bloomington, Parks & Recreation Dept.
Jessica McClellan	Controller	City of Bloomington
Joe VanDeventer	Director of Street Operations	City of Bloomington
Justin Reid VanLeeuwen	Director, Campus Bus Service	Indiana University
Kelli Witmer	Director	Monroe County Parks & Recreation Dept.
Patrick Carpenter	Environmental Specialist, Indiana Div.	Federal Highway Administration (non-voting)

Citizens Advisory Committee

Member	Representing
Sarah Ryterband, Chair	Citizen
John Kennedy, Vice Chair	Council of Neighborhood Associations
Paul Ash	McDoel Gardens Neighborhood
Elizabeth Cox-Ash	McDoel Gardens Neighborhood
Mary Jane Hall	Bloomington Board of Realtors

BMCMPO Staff and Program Support Personnel

Metropolitan Planning Organization and Program Support Staff

Name	Position
Ryan Robling	Planning and Transportation Department, Planning Services - Manager
Pat Martin	Senior Transportation Planner
Rachael Sargent	Transportation Planner
Hank Duncan	Planning and Transportation Department, Bicycle & Pedestrian Coordinator
Michael Stewart	Engineering Department, Transportation Technician
Driss Tahir	Engineering Department - Engineering Technician

Appendix B

BMCMPO FY 2025 Cost Allocation Plan Approval Letter



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N758 TP
Indianapolis, Indiana 46204

PHONE: (855) 463-6848

Eric Holcomb, Governor
Michael Smith, Commissioner

January 4, 2024

Pat Martin, Senior Transportation Planner
Bloomington/Monroe County Metropolitan Planning Organization
City of Bloomington Planning and Transportation Department
P. O. Box 100
Bloomington, IN 47402

Dear Mr. Martin,

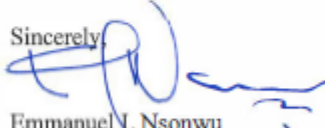
INDOT has reviewed the FY 2025 Cost Allocation Plan presented by Bloomington MPO for the period of July 1, 2024 through June 30, 2025.

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 2025 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	90.06%
Indirect	69.25%

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

Sincerely,


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

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

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



Appendix C

Abbreviations

Key Abbreviations

3-C	Continuing, Comprehensive, and Cooperative Planning Process
ADA	Americans with Disabilities Act
BBPSC	Bloomington Bicycle and Pedestrian Safety Commission
BIL	Bipartisan Infrastructure Law
BMCMPPO	Bloomington-Monroe County Metropolitan Planning Organization
BT	Bloomington Transit
CAC	Citizens Advisory Committee
EJ	Environmental Justice
FAST	Fixing America’s Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Indiana State Fiscal Year (July 1 through June 30)
GIS	Geographic Information Systems
HPMS	Highway Performance Monitoring System
HSIP	Highway Safety Improvement Program
IIJA	Infrastructure Investment & Jobs Act
INDOT	Indiana Department of Transportation
INSTIP/STIP	Indiana State Transportation Improvement Program
ITS	Intelligent Transportation System
IU	Indiana University
LPA	Local Public Agency
MCCSC	Monroe County Community School Corporation
MPA	Metropolitan Planning Area
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
NEVI	National Electric Vehicle Infrastructure Formula Program
PC	Policy Committee

PDP	Program Development Process
PL	Metropolitan Planning Funds
STBG	Surface Transportation Block Grant
TAP	Transportation Alternatives Program
TAC	Technical Advisory Committee
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program
VMT	Vehicle Miles of Travel
VPI	Virtual Public Involvement

Appendix D

BMCMPO Metropolitan Planning Area Map (Note: FHWA and INDOT 2020 Census Map Approval)



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

Indiana Division

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

March 21, 2024

In Reply Refer To:
HDA-IN

Mr. Michael Smith
Commissioner
Indiana Department of Transportation (INDOT)
100 North Senate Ave. N955
Indianapolis, IN 46204

SUBJECT: Approval of Adjustments to the 2020 Census Urban Area (UZA) Boundaries

Dear Commissioner Smith:

The Indiana Division Office of the Federal Highway Administration (FHWA) received your letter (attached), dated March 20, 2024, recommending adjustments to the 2020 Census Urban Area (UZA) Boundaries. We have reviewed and approved those recommendations.

Please update any affected functional classifications to conform to the approved adjusted UZAs, and to ensure the most recent information is reflected in the Highway Performance Monitoring System (HPMS) data.

Should you have any questions regarding this approval please contact Erica Tait at 317-226-7481 or e-mail at erica.tait@dot.gov.

Sincerely,

Erica Tait

Digitally signed by
Erica Tait
Date: 2024.03.21
08:18:24 -04'00'

For: Jermaine R. Hannon
Division Administrator

Enclosure

cc: Roy Nunnally, INDOT
Mark McMahan, INDOT



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N758
Indianapolis, Indiana 46204

PHONE: (855) 463-6848

Eric Holcomb, Governor
Michael Smith, Commissioner

Mr. Jermaine R. Hannon
Division Administrator
Federal Highway Administration
575 North Pennsylvania Street,
Room. 254
Indianapolis, Indiana 46204

Subject: Indiana Recommended 2023 Adjusted Urban Area Boundaries

Dear Mr. Hannon:

The Indiana Department of Transportation is submitting our recommended 2023 Adjusted Urban Area Boundaries (UAB).

Following the Federal Highway Administration's release of the updated "Highway Functional Classification Concepts, Criteria, and Procedures", October 2023 edition, Sections 6.5 and 6.6 Adjusted Urban Area Boundaries – Procedural Tasks and Data Transmittal, INDOT was able to produce the attached recommended 2023 Adjusted Urban Area Boundaries.

Attached are maps for 14-MPO areas and non-MPO area adjusted UABs.

- 14-MPO UABs were adjusted by the MPO for INDOT's review and concurrence or adjusted by INDOT and coordinated with the MPO.
- 60-non MPO small urban areas have been adjusted and reviewed.
- 3-Small Urban Areas were added: Grissom AFB, Sullivan, and Union City due to new census boundaries and were adjusted by INDOT.

INDOT Activities:

- Obtained the 2020 Urban Area Boundaries from the U.S. Census Bureau.
- Established a group between INDOT Planning and Road Inventory personnel to guide the Adjusted Urban Area Boundary review process.
- Provided background information, PDF maps, and data to our Local Planning Partners (Metropolitan Planning Organization and Officials) providing opportunities to review process in more detail and allow for questions to be asked.
- Aided Local Planning Partners in the review of their respective areas.
- Gathered recommended boundary adjustments from our Local Planning Partners and thoroughly reviewed them to ensure their reasonableness, conformance with the Federal Highway Administration's guidelines, and consistency statewide.

- Further reviewed each Urban Area Boundary for additional recommended adjustments.

Please review the attached recommended 2023 Adjusted Urban Area Boundary maps for each of Indiana's Urban Areas. INDOT respectfully requests your approval of these recommendations.

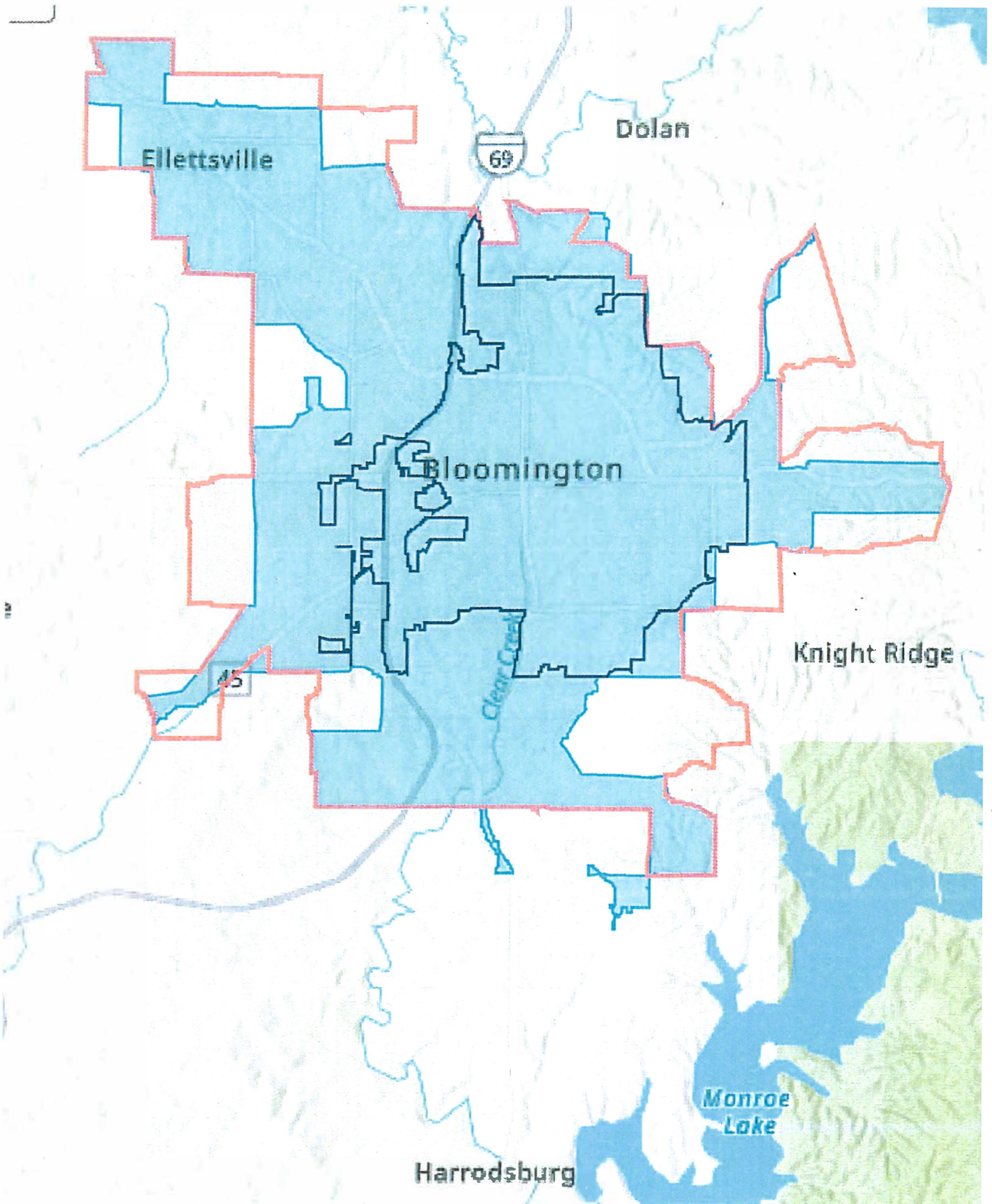
If you have any questions, please contact Mark McMahan, Roadway Inventory Manager within the Department of Asset Management at (317) 967-1956.

Sincerely,


Roy Nunnally, Director
Planning & Programming Division

Cc: Louis Feagans
Kathy Eaton-McKalip
Mark McMahan
Jay Mitchell
Erica Tait
La'kesha Stewart
Paige Story

Attachments



Appendix E

FY 2025 Unified Planning Work Program (UPWP) Planning Emphasis Areas (PEAs)



U.S. Department
of Transportation

Federal Transit Administration Region V 200 West Adams St., Suite 320 Chicago, IL 60608-5253	Federal Highway Administration Indiana Division 575 N. Pennsylvania St., Rm 254 Indianapolis, IN 46204-1578
--	---

In Reply Refer To: HAD-IN

January 29, 2024

Dear Indiana MPO Directors and INDOT:

The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) Region V Office are issuing annual planning emphasis areas (PEAs) for incorporation into the FY 2025 Unified Planning Work Programs, Statement of Works and the Statewide Planning & Research Part I program. They are:

- Institutionalizing Equity, Accessibility, and Safety
- Maximizing Coordination
- Urbanized Area and Metropolitan Planning Area Boundaries

Institutionalizing Equity, Accessibility, and Safety

The FHWA Indiana Division and FTA Region V Office will continue to partner with INDOT, the MPOs, and providers of public transportation to improve accessibility and safety, and to advance equity and support for underserved and disadvantaged communities in the transportation planning, project development and delivery processes. FHWA-IN and FTA Region V encourage our partners to institutionalize equity, accessibility, and safety in the aforementioned areas by strengthening existing practices, and pursuing new activities that foster equitable outcomes. Specifically, we encourage the use of strategies and activities that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

Below is a list of actions and/or strategies that if incorporated into your UPWPs/SOWs/Work Programs and implemented, will advance equity, improve safety and accessibility, and ensure equitable outcomes:

- Incorporate Transit Oriented Development into plans and project selection
- Develop a Transit Oriented Development Strategic Plan (additional information available here: <https://www.transit.dot.gov/TOD>)
- Move beyond information gathering/screening tools to equitable outcomes analysis in project programming and delivery
- Review/Revise (as needed) existing Title VI, LEP, Title II, and ADA procedures and documents

- Encourage LPAs to utilize and adopt [Public Right-of-Way Accessibility Guidelines \(PROWAG\)](#)
- Review/Revise (as needed) Public Participation Plans and incorporate tools for [meaningful public involvement](#)
- Develop and facilitate information sessions/training to MPO board members regarding equity and related topics/best practices
- Review/Update (as needed) websites and other electronic platforms to ensure accessibility and 508 compliance
- Incorporate visual components and plain language in required planning documents (i.e., UPWP, TIP, ALOP, etc.) and communication (i.e., newsletters, meeting announcements, public involvement notices, etc.)
- Review current policies, rules, and procedures to determine their impact on safety for all road users, including vulnerable road users (VRUs), and to ensure they include provisions for safety in future transportation infrastructure, particularly those outside automobiles.
- Incorporate VRU considerations during planning, project development, and delivery processes

Maximizing Coordination

The 3-C process (Continuous, Cooperative, and Comprehensive) is essential to efficient and effective planning, project development and delivery processes. Coordination between stakeholders is a key component of enacting the 3-C process, and delivering a safe, efficient, and equitable transportation system. However, when coordination and communication are not consistently and effectively implemented, project development and delivery processes are delayed, resulting in disadvantages and challenges to the traveling public. The FHWA Indiana Division and FTA Region V Office encourage our partners to review existing coordination and communication practices, identify deficiencies that result in project delivery delays, and make revisions and adjustments as needed. The FHWA Indiana Division and FTA Region V Office will continue to partner with INDOT, the MPOs, and providers of public transportation to provide technical assistance and resources to improve and enhance communication and coordination in the transportation planning, project development and delivery processes.

Below is a list of actions and/or strategies that if incorporated into your UPWPs/SOWs/Work Programs and implemented, will improve and enhance coordination and communication:

- Implement regular coordination/communication intervals between planning staff and staff involved in the NEPA/Environmental review processes, as well as the project design processes
- Continue to develop and implement procedures and software enhancements for the TIPs/STIP that improve coordination and communication between INDOT, MPOs, LPAs, and transit operators related to project development, environmental review, revisions, and cost estimation practices
- Develop working groups or committees to disseminate information and best practices related to new BIL/IIJA regulatory requirements and discretionary grants opportunities/requirements

Metropolitan Planning Area & Urbanized Area Boundaries

INDOT and the MPOs should continue to work together to prepare and finalize updates to the Metropolitan Planning Area Boundaries and adjusted Urbanized Area Boundaries resulting from

the 2020 Census data. In addition, INDOT and the MPOs should review existing functional classifications and make any needed revisions.

Should you have any questions, please feel free to call Erica Tait, FHWA, at 317-226-7481/erica.tait@dot.gov or Cecilia C. Godfrey, FTA, at 317-705-1268/cecilia.crenshaw@dot.gov.

Sincerely,

**Erica
Tait**

Digitally signed
by Erica Tait
Date: 2024.01.29
14:11:22 -05'00'

Erica Tait
Team Leader, PEAR
FHWA Indiana Division

Sincerely,

**ANTHONY
W GREEP**

Digitally signed by
ANTHONY W GREEP
Date: 2024.01.29
08:05:46 -06'00'

Anthony Greep
Director, Office of Planning & Program Development
FTA Region V

cc:
Indiana MPO Council
Louis Feagans, INDOT
Roy Nunnally, INDOT
April Leckie, INDOT
Larry Buckel, INDOT
Cecilia Crenshaw-Godfrey, FTA

Appendix F

Transit Operator Local Match Assurance

Transit Operator Local Match Assurance

FY 2025 Federal Highway Administration (FHWA) Planning Funds (PL) and Federal Transit Administration (FTA) Section 5303 Planning Funds

The Bloomington Public Transportation Corporation (hereinafter referred to as the “Transit Provider”) HEREBY GIVES ITS ASSURANCE THAT it shall meet the local matching requirements for its FY 2025 Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) grants.

The Bloomington-Monroe County Metropolitan Planning Organization (BMCMPPO) shall use federal FY2025 UPWP FTA Section 5303 planning grant funds totaling **\$52,000** for the Bloomington Public Transportation Corporation work elements and study.

The Bloomington Public Transportation Corporation as the Transit Provider shall be responsible for **\$41,600** in federal funds of the total grant, and a **\$10,400** local match requirement as specified in the FY 2025 Unified Planning Work Program (FY 2025 UPWP) for the following FY 2025 UPWP elements:

1. Element 503 - Bloomington Transit Studies
2. Element 504 - Federal Transit Administration (FTA) Annual Passenger Count Data Collection for estimates of annual passenger miles and Operating Data Collection.

Date

Bloomington Public Transportation Corporation
Legal Name of Applicant

By: _____

John Connell
General Manager
Bloomington Public Transportation Corporation

Appendix G

**Draft FY 2025 - 2026 Unified Planning Work Program (UPWP)
Legal Notice Publication and Record of Public Comments**

BMCMPPO Draft FY 2025 - 2025 UPWP PUBLICATION And RECORD OF PUBLIC COMMENTS

Publish Date: February 23, 2024 and February 25, 2024

PUBLIC PARTICIPATION NOTICE

BMCMPPO FY 2025 - 2026 UNIFIED PLANNING WORK PROGRAM

In accordance with its Public Participation Plan, the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) will offer a thirty (30) day public review for the Draft FY 2025- 2026 Unified Planning Work Program (UPWP). The BMCMPPO will accept written comments on the proposed UPWP beginning on February 23, 2024, and ending on March 23, 2024.

The BMCMPPO Policy Committee shall vote on adoption of the BMCMPPO FY 2025 - 2026 Unified Planning Work Program at their public meeting held on April 12, 2024.

The BMCMPPO FY 2025 - 2026 Unified Planning Work Program fulfills specific Federal and State transportation planning requirements ensuring that the Bloomington/Monroe County Metropolitan Planning Organization maintains eligibility for Federal transportation funding.

The FY 2025 - 2026 Unified Planning Work Program study area includes the urbanized area of Monroe County, the Town of Ellettsville, and the City of Bloomington thereby ensuring community representation and that system-wide transportation issue solutions remain a continuing, cooperative, and comprehensive process.

The FY 2025 - 2026 Unified Planning Work Program additionally incorporates a multi-modal transportation perspective, including provisions to improve facilities for public transit, bicycling, and pedestrian activities.

Copies of the FY 2025 - 2026 Unified Planning Work Program are available for review at:

City of Bloomington Planning and Transportation Department
401 N. Morton St. Ste. 130
Bloomington, IN 47404;

Or on-line at <https://bton.in/UPWP1>.

Please submit written comments to the address above or by email to: mpo@bloomington.in.gov. For additional information please contact Metropolitan Planning Organization (MPO) staff at (812) 349-3423.

The Bloomington-Monroe County Metropolitan Planning Organization (BMCMPPO) did not receive any public review comments for the Draft FY 2025 - 2026 UPWP additionally posted on the BMCMPPO website at <https://bloomington.in.gov/mpo/unified> at the end of the 30-day public comment period.

Appendix H

BMCMPO Policy Committee Adoption Resolution and Approval Letter



ADOPTION RESOLUTION FY 2024-01

RESOLUTION ADOPTING THE FISCAL YEAR 2025-2026 UNIFIED PLANNING WORK PROGRAM as presented to the Policy Committee of the Bloomington/Monroe County Metropolitan Planning Organization on April 12, 2024.

WHEREAS, the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) is the organization designated by the Governor of Indiana as the Metropolitan Planning Organization responsible for carrying out, with the State of Indiana, the provisions of 23 U.S.C. 134, and capable of meeting the requirements thereof for the Bloomington, Indiana urbanized area; and

WHEREAS, The BMCMPPO must develop and adopt a Unified Planning Work Program (UPWP) detailing all planning activities that are anticipated in the MPO urbanized area over the identified fiscal programming years and document the work that will be performed with federal highway and transit planning funds; and

WHEREAS, the work conducted to create the Unified Planning Work Program was performed under Work Element 100 of the Fiscal Year 2024 Unified Planning Work Program

NOW, THEREFORE, BE IT RESOLVED:

1. The Bloomington/Monroe County Metropolitan Planning Organization hereby adopts the *Fiscal Year 2025-2026 Unified Planning Work Program*; and
2. That the adopted document shall be forwarded to all relevant public officials and government agencies, and shall be available for public inspection during regular business hours at the City of Bloomington Planning Department, located in the Showers Center City Hall at 401 North Morton

PASSED AND ADOPTED by the BMCMPPO Policy Committee upon this 12th day of April 2024.



Lisa J. Ridge
BMCMPPO Policy Committee Chair



Attest: Patrick P. Martin
BMCMPPO Senior Transportation Planner

Appendix I

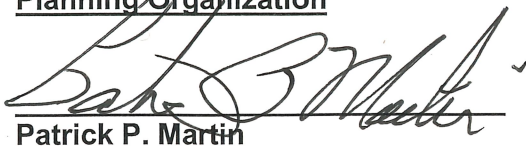
FY 2025 Self-Certification Statement

**TRANSPORTATION PLANNING PROCESS
CERTIFICATION FY 2025**

In accordance with 23 CFR 450.336, Self-Certifications and Federal Certifications, the Indiana Department of Transportation and the Bloomington Monroe County Metropolitan Planning Organization hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR part 450.300;
2. Sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of the FAST ACT (Pub. L 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
6. 23 C.F.R. part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37 and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

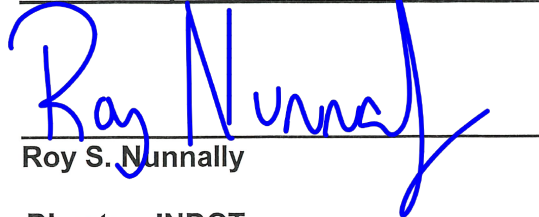
**Bloomington Monroe County Metropolitan
Planning Organization**


Patrick P. Martin

Senior Transportation Planner
Title

5/8/24
Date

Indiana Department of Transportation


Roy S. Nunnally

Director, INDOT
Technical Planning & Programming
Title

5/9/2024
Date