

RESOLUTION T 2021-04
FY2021 - 2022 UNIFIED PLANNING WORK PROGRAM
FY 2022 EXPLANATION AND HIGHLIGHTS
April 8, 2021

EXPLANATION

The Unified Planning Work Program (UPWP), prepared every two years on Indiana's fiscal year calendar - July 1 to June 30 - allocates resources and staff time between the 69 general functions performed by our office. Its Cost Allocation Plan (CAP) prepared every year also enables us to capture overhead costs and staff fringe benefits for reimbursement to the County General Fund.

In this fiscal year, our share of the total Indiana MPO PL and FTA money is \$338,667.00. Additionally, we applied for \$30,889.19 in Small Urban and Rural Planning (SURP) money for work in Carroll County. The total amount of all new state and federal planning funds for FY2021 equals \$369,556.19 to program into the UPWP. We also programmed an additional \$142,726.65 from prior year unexpended funds. The money has a 20% local match, paid by Tippecanoe and Carroll Counties. In addition, after the FY 2021 Q2 billing, we have \$109,455.02 in the FY 2020 purchase order and \$369,273.42 in the FY 2021 purchase order for continued use.

FINANCIAL INFORMATION

The Cost Allocation Plan (CAP) calculates the fringe benefits rate and indirect costs for a total overhead rate. The recalculated fringe rate is 36.02% and the indirect cost rate is 43.74% for a total overhead rate of 79.76%.

Every \$1 spent in direct salaries captures an additional \$0.80 (rounded) in overhead. Work performed in transportation work elements (#141, 142, 183, all the 500 Series and #612) is eligible for reimbursement from our federal/state allocation at 80% of direct labor plus overhead. INDOT serves as the reimbursing agency. These planning funds will reimburse us \$1.44 (80% of \$1.7976) for every direct salary dollar spent in transportation planning. This money is returned to the County General Fund. We also use PL money (at the 80% rate) to purchase traffic counters periodically for all LPAs, capital items necessary for transportation planning and to pay the annual licenses and updates for our specialized transportation planning software. The County Commissioners authorize the 20% match for purchases in the county's budget, subject to final approval by the County Council.

PLANNING EMPHASIS AREAS (PEA)

Each year FHWA and INDOT require certain planning activities. FTA works with FHWA to develop joint PEAs for Indiana MPOs. PEAs for FY2022 are included below.

FY 2022 FHWA/FTA Planning Emphasis Areas

- **Pedestrian safety** has been for many years and will continue to be an emphasis area with bike and ped crash data collected and analyzed as part of **Work Item 532.7**. Allocation of 10% of STP funds specifically to bike and ped facilities on existing roads has also been utilized for many years retrofit roads to increase bike/ped safety. **Work Item 531.1** The MPO also contributed funds and participated in the creation of the *Bike Walk Greater Lafayette Safety Plan* adopted by the Policy Board on November 9, 2017 as an amendment to the 2045 MTP. A review of the adopted plan will be made by staff to compare it to the FHWA resource for developing a pedestrian safety action plan to determine whether an update is warranted.
- **Infrastructure resiliency** is already part of the MPO's planning activities through **Work Item 532.5** Multi Hazard Mitigation Plan prepared for 7 local governments in Tippecanoe County. The plan is already being updated on the required 5-year schedule with the new plan to be completed in CY 2021. Additionally, resilience was identified and ranked by citizens as a priority for the 2050 MTP currently being developed as part of **Work Item 545.1 and 545.7**.
- The **Urbanized Area Boundary** will be updated based on information provided from the results of the 2020 Census and can be found in **Work Item 541.5**.
- The **Coordinated Human Service Transportation Plan** is currently in process. Completion of the update is expected in FY 2022 by the end of the second quarter. **Work Item 534.4**

- **ADA compliance and micromobility modes** are already an emphasis area in **Work Item 511.2**. The Assistant Director for Transportation Planning chairs the E-scooter/ADA Committee referenced in the PEA.

OTHER HIGHLIGHTS

- complete the new *Thoroughfare Plan*
- continue compliance with the FAST Act;
- with INDOT, continue to develop statewide targets for all performance measures;
- provide INDOT with any collected data for use in the state asset management plan for the National Highway System;
- further develop and expand a bicycle count program;
- work with Purdue faculty and others who are taking electric scooter counts;
- continue monitoring the existing network for changes;
- update the *Coordinated Human Service Transportation Plan*;
- continue implementing the *Title VI Plan* for the MPO and assist LPAs as needed to reach compliance and begin implementation;
- adopt the updated *Public Engagement Plan* with social media options in tandem with social media policy and platforms adopted by Tippecanoe County government;
- complete a new community-wide *Bicycle Pedestrian Plan* that incorporates the work already completed by Lafayette and West Lafayette;
- work with INDOT and other MPOs and communities to extend through Tippecanoe County the U.S. Bicycle Routes system under the auspices of AASHTO
- complete the new *2022-2026 Transportation Improvement Program*;
- amendments, as needed to the *2022-2026 Transportation Improvement Program*;
- complete work on the *2050 Metropolitan Transportation Plan* with adoption in June 2022;
- freight planning as time allows;
- *Annual Listing of Obligated Projects*
- investigate the use of Community Context Audits as a complementary tool to RFIs
- methods to improve cost estimating for projects and to create realistic project schedules will evolve as INDOT and the MPOs develop best practices for use by MPOs and their LPAs. Other MPOs will be consulted for best practices. **(Work Item 531.4)**

APPROVAL PROCESS

The letter in which INDOT concurred with our fringe and indirect cost rates arrived February 1, 2021. INDOT, FTA and FHWA comments were received on March 26, 2021 and have been included in this version of the UPWP which you are being asked to adopt. Your adoption of Resolution T 2021-04 will complete the approval process.