

OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
2222 Cuming Street, Omaha
(402) 444-6866

TRANSPORTATION TECHNICAL ADVISORY COMMITTEE MEETING
Friday, October 25, 2019
10:00 a.m.

AGENDA

This meeting of the Metropolitan Area Planning Agency Transportation Technical Advisory Committee will be held in the lower level training room of the Metro Transit Building at 2222 Cuming Street, Omaha, Nebraska 68102.

A. Introductions

Items for TTAC Approval

B. Approval of the Minutes of the September 20, 2019 meeting

Recommendations to the MAPA Board of Directors

C. Approval of Amendment 11 to the Long Range Transportation Plan, presented by Court Barber

D. Approval of Amendment 2 to the FY2020-2025 Transportation Improvement Program, presented by Court Barber

E. Approval of a Call for Projects for the FY2021-2026 Transportation Improvement Program, presented by Court Barber

Discussion Items

F. Federal Functional Classification (FFC) Change Requests, presented by Jim Boerner

G. Funding Obligation and Project Status, presented by Mike Helgerson

H. Member Agencies Updates

L. Additional Business

Future Meetings/Events:

Board of Directors: Thursday, October 31, 2019

Coordinated Transit Committee: Wednesday, November 20, 2019

Finance Committee: Wednesday, December 4, 2019

Transportation Technical Advisory Committee: Friday, December 6, 2019 (no meeting in November!)

Agenda Item B Meeting Minutes

OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
Transportation Technical Advisory Committee
Minutes of September 20, 2019 Meeting

The Transportation Technical Advisory Committee met on Friday, September 20, 2019, at Metro, 2222 Cuming Street, Omaha, Nebraska. Mr. Dan Kutilek opened the meeting at 10:03 a.m.

VOTING MEMBERS

Pat Dowse	City of La Vista
Dan Gittinger	City of Gretna
Maurice Hinchey	NDOT – District 2
Dan Kutilek	Douglas County
Derek Miller	City of Omaha Planning
Evan Schweitz	Metro Transit
Joe Soucie	City of La Vista
Gayle Sturdivant	City of Omaha
Craig Wacker	NDOT
Tim Weander	NDOT
Eric Williams	Papio-MO River NRD

NON-VOTING MEMBERS

Mike Helgerson	Metropolitan Area Planning Agency
Greg Youell	Metropolitan Area Planning Agency

GUESTS

STAFF

Jim Boerner	Metropolitan Area Planning Agency
Josh Corrigan	Metropolitan Area Planning Agency
Emily Sneller	Metropolitan Area Planning Agency

A. Approval of Minutes:

Motion #1: Approval of the minutes of the August 23, 2019 Transportation Technical Advisory Committee Meeting.

Motion by: Tim Weander
Second by: Joe Soucie
Motion Carried

B. Amendment 1 to the FY2020 Transportation Improvement Program (TIP):

Mr. Helgerson presented updates to the Amendment 1 to the FY 20 Transportation Improvement Program including current projects and funding.

Questions were asked from the committee which Mr. Helgerson and other committee members answered.

Motion #2: Recommending approval of the FY2020 Transportation Improvement Program Amendment 1 to the MAPA Board of Directors at their September 26, 2019 meeting.

Motion by: Gayle Sturdivant
Second by: Tim Weander
Motion Carried

C. Amendment 11 to the 2040 Long Range Transportation Plan:

Mr. Helgerson presented updates to the Amendment 11 to the 2040 Long Range Transportation Plan.

Questions were asked from the committee which Mr. Helgerson answered.

Motion #3: Recommending approval of the 2040 Long Range Transportation Plan Amendment 11 to the MAPA Board of Directors at their September 26, 2019 meeting.

Motion by: Gayle Sturdivant
Second by: Tim Weander
Motion Carried

D. Final 2018 Traffic Report:

Mr. Corrigan gave updates on the finalization of the 2018 Traffic Report. Discussion on feedback used for finalizing maps/reporting was given along a visual presentation of shifts in intersections and traffic.

Questions were asked from the committee which Mr. Corrigan and Mr. Helgerson answered.

E. Draft 2018 Development Report:

Mr. Corrigan presented the current draft to the 2018 Development report to the committee. Mr. Corrigan also discussed how this will effect development reports and building permits as well as showing data with current development activities.

Further discussion was given by the committee.

F. Draft 2018 Safety Report:

Mr. Boerner presented the draft to the 2018 Safety report to the committee including the future of safety goals to provide. Mr. Boerner also gave visual representations of regional totals in the safety categories like traffic speeds, classification of roads, and commutes.

G. Funding Obligation & Project Status:

Mr. Helgerson presented updates to funding and obligations for TIP and TAP projects for both Iowa and Nebraska.

Questions were asked from the committee which Mr. Helgerson answered.

H. Member Agencies Update

- Maurice Hinchey updates committee on NDOT – District 2 projects
- Dan Kutilek updates committee on Douglas County projects
- Mike Helgerson updates committee on possible meeting date changes
- Greg Youell updates committee on the upcoming MAPA Annual meeting
- Gayle Sturdivant updates committee on City of Omaha projects
- Eric Williams updates committee on Papio-MO River NRD projects
- Pat Dowse updates committee on City of La Vista projects
- Dan Gittinger updates committee on City of Gretna projects
- Craig Wacker updates committee on NDOT projects
- Evan Schweitz updates committee on Metro Transit projects

I. Additional Business

MAPA Board of Directors – September 26, 2019

Finance Committee – October 23, 2019

Coordinated Transit Committee – October 16, 2019

Transportation Technical Advisory Committee – October 25, 2019

J. Adjournment

Motion #4: Motion to adjourn:

Motion by: Eric Williams

Motion Carried

The meeting was adjourned at 11:31 a.m.

Agenda Item C
Amendment 2 to the FY2020 TIP

FY2020-2025 Amendment 2 - Proposed

Effective Date 10/31/2019

ONEDOT STIP Approval Date

Revisions

Lead Agency	Project Name	Description	Date Added
Document Revision			
		the FY2020 Nebraska STBG beginning balance is increased from \$33,009,000 to \$41,200,000 to account for projects not obligated in FY2019 based on the end of fiscal year balance provided by NDOT	10/02/2019
Funding Increase			
Omaha	168th Street - West Center Road to Pacific Street	\$4,100,000 of Local funding programmed in FY2020 for UTIL-CON-CE (AC). \$3,280,000 of STBG-MAPA funding programmed in FY2025 for AC Conversion; project name corrected from "West Center Road to Poppleton Street" to "West Center Road to Pacific Street"	09/17/2019
Funding Source Change			
Bellevue	36th Street Phase I N-370 - Sheridan	\$12,640,000 of STBG-MAPA funding is programmed in FY2020 for UTIL-CON-CE, increased from \$7,563,000; the FY2020 UTIL-CON-CE (AC) and FY2024 AC Conversion phases are removed from the TIP	10/02/2019
Project Added - New			
Metro	Digital Displays	\$660,102 of 5339 funding is programmed in FY2020 for Computer Hardware - 11.42.07.	10/18/2019

Agenda Item D
Amendment 11 to the 2040 LRTP

7.6 REGIONALLY SIGNIFICANT TRANSPORTATION INVESTMENTS

The list of street and highway projects eligible for Federal aid funding following in this section is fiscally-constrained to reasonably available local, state, and federal revenues. Project costs take inflation into account and appear in year-of-expenditure dollars. Therefore, project costs for future years appear higher than what they would cost if constructed today. As is described in Section 7.3, federal funding levels were identified based on past trends within the Omaha-Council Bluffs region. Local revenues were identified based on local financial reports and identified operations & maintenance costs.

These projects listed in this LRTP are considered eligible for Federal-Aid funding by the MPO. Projects will be selected for Federal aid funding as they go through the MPO’s project selection and prioritization process for the TIP, while some projects may be advanced using solely local funding sources. The following sections divide the projects between Regionally Significant Roadway & Trail Projects, Regionally Significant Transit Investments, and Illustrative Projects.

7.5.1– REGIONALLY SIGNIFICANT ROADWAY & TRAIL INVESTMENTS

The tables that follow this section include regionally significant roadway and trail projects identified from the 2035 Long Range Transportation Plan and the scenario planning process described earlier in this chapter. These investments represent the federal-aid eligible portion of this LRTP as the total funding for both local and state projects has been

The FY2016-2019 Transportation Improvement Program serves as the four-year implementation program of this plan. Projects identified in this TIP are included in the first band of projects within this project list.

A summary of the fiscally constrained Roadway & Trail program is included in Table 7.8 below.

TABLE 7.8
SUMMARY OF REGIONALLY SIGNIFICANT ROADWAY & TRAIL PROJECTS

	2016-2025 Short-Term	2026-2030	2031-2035	2036-2040	Total
Iowa	\$587,720	\$37,320	\$59,884	\$35,153	\$720,074
Nebraska	\$584,124	\$151,710	\$147,222	\$148,488	\$1,031,544
Total	\$1,171,844	\$189,030	\$207,106	\$183,641	\$1,751,621

(Figures in \$1,000s)

7.7 FISCAL CONSTRAINT OVERVIEW FOR ROADWAY & TRAIL PROJECTS

In order to demonstrate fiscal constraint of the projects and revenues identified in this chapter, MAPA has included Tables 7.13 (below) and 7.14 (next page). These tables correlate the anticipated federal-aid highway revenues, local revenues, and estimated project costs to summarize the analysis conducted within this chapter. The positive balances shown in Table 7.13 below demonstrates that the identified Federal-Aid program of projects is fiscally constrained. Balances in the short-term bucket reflects the inability to program funding by year for non-regional sources of federal funding.

Table 7.14 (next page) summarizes non-federal-aid revenue and expenditures identified within this plan. The maps that follow this section show identified Federal-Aid investments, non-federal-aid projects, and all projects together.

TABLE 7.13
MAPA FEDERAL-AID FISCAL CONSTRAINT OVERVIEW (IN \$1,000S)

	Short-Term	Medium Term	Long Term		Total
	2016-2025	2026-2030	2031-2035	2036-2040	
Iowa Federal-Aid	\$521,243	\$36,861	\$18,830	\$19,207	\$596,141
Nebraska Federal-Aid	\$350,598	\$126,811	\$130,614	\$134,533	\$722,472
Sub-Total	\$871,841	\$163,672	\$149,444	\$153,740	\$1,318,613
Iowa Match	\$81,364	\$7,464	\$23,423	\$15,946	\$128,197
Nebraska Match	\$246,689	\$28,759	\$16,608	\$13,955	\$306,011
Sub-Total	\$328,053	\$36,223	\$40,031	\$29,901	\$434,208
Iowa Total	\$602,607	\$44,325	\$59,884	\$35,153	\$741,969
Nebraska Total	\$597,287	\$157,153	\$147,222	\$148,488	\$1,050,150
Total Revenues	\$1,199,894	\$201,478	\$207,106	\$183,641	\$1,792,119

	Short-Term	Medium Term	Long Term		Total
	2016-2025	2026-2030	2031-2035	2036-2040	
Federal-Aid - IA	\$587,717	\$37,320	\$59,884	\$35,153	\$720,074
Federal-Aid - NE	\$584,124	\$151,710	\$147,222	\$148,488	\$1,031,544
Sub Total	\$1,171,841	\$189,030	\$207,106	\$183,641	\$1,751,618

	Short-Term	Medium Term	Long Term		Total
	2016-2025	2026-2030	2031-2035	2036-2040	
Iowa Balance	\$14,890	\$7,005	\$0	\$0	\$21,895
Nebraska Balance	\$13,163	\$5,443	\$0	\$0	\$36,626
Regional Balance	\$28,053	\$12,448	\$0	\$0	\$58,521

Nebraska Short-Term Projects | FY 2016-2025

TIP ID	Lead Agency	Project Name	Improvement Location	Project Cost (FY2016-2025)	Total Project Cost
2015-048	Bellevue	36th Street Phase N-370 - Sheridan	36th St - N-370 to Sheridan	\$16,707,000	\$16,707,000
2015-050	Bellevue	36th Street Phase II	Sheridan to Platteview Rd	\$9,911,130	\$9,911,130
2015-046	Bennington	156th Street	Bennington	\$2,208,750	\$2,929,446
2015-039	Douglas	180th Street (Phase 1)	HWS Cleveland Blvd to Blondo St and Blondo St .25 mile East and West to 180th St	\$28,520,000	\$31,185,000
2016-037	La Vista	Applewood Creek Trail	From Giles Road north along Applewood Creek between Giles and Harrison	\$163,000	\$1,830,500
2016-038	MAPA	Heartland B-Cycle Expansion	Various locations throughout the City of Omaha	\$1,162,909	\$1,162,909
2015-021	Metro	Metro Rolling Stock	Metro Transit service area	\$3,052,500	\$4,466,250
2015-139	Metro	Bus Rapid Transit	Along Dodge/Farnham corridor, from Westroads Mall	\$2,232,500	\$36,012,500
2015-005	NDOT	I-680/US-6 Interchange DMS	Along I-680/US-6 in Omaha. Begin R.P. – 2.29	\$712,000	\$760,000
2015-006	NDOT	N-370: US-75 West, Bellevue	N-370 sections from 1.6 mi east of 72nd Street east 3.15 mi	\$5,474,000	\$5,670,000
2015-008	NDOT	I-80/680 'Q'-L' CD Rds, Omaha (WB)	WB I-80 CD roads and ramps in the I-80/I-680 interchange area in Omaha. Begin R.P. – 444.23	\$4,197,000	\$4,237,000
2015-015	NDOT	US-75: Plattsmouth - Bellevue, North of Platte River	US-75 from Platte River bridge, north 3.1 miles. Begin R.P. – 76.30	\$32,016,000	\$32,016,000
2015-023	NDOT	I-80: 24th Street - 13th Street	I-80 from 24th Street to 10th Street. Begin R.P. – 453.37	\$13,446,000	\$13,446,000
2015-024	NDOT	Platte River Bridges East of Yutan	On Highway N-92, two bridges over the Platte River 1.5 and 1.8 miles east of Yutan. Begin R.P. – 462.56	\$947,000	\$962,000
2015-025	NDOT	Schramm Park South	N-31, 4.2 miles south of Schramm Park Recreational Area. Begin R.P. – 4.18	\$1,870,000	\$1,925,000
2015-026	NDOT	Giles Road Interchange Ramps	I-80 ramps at Giles Road interchange. Begin R.P. – 442.0	\$2,483,000	\$2,541,000
2015-027	NDOT	Jct N-31/N-36 Intersection Improvements	Junction of Highways N-31 and N-36. Begin R.P. – 30.93	\$2,092,000	\$2,092,000
2015-028	NDOT	Elkhorn River West	On N-36 from Old Highway 275/Reicmuth Road, east to just west of the Elkhorn River	\$5,234,000	\$5,234,000
2015-029	NDOT	N-64 at SE Jct US-275 - Omaha	N-64 (W Maple Road) at junction of US-275 east to Ramblewood Drive/Elkhorn Drive. Begin R.P. – 59.21	\$3,250,000	\$3,360,000
2015-034	NDOT	N-92: Platte River East Structures	Nebraska Highway 92 (W Center Road) at the Platte River. Begin R.P. – 463.30	\$715,000	\$740,000
2015-036	NDOT	EB I-80 at I-680	EB I-80 at interchange with I-680. Begin R.P. – 445.74	\$1,342,000	\$1,342,000
2015-037	NDOT	Ralston Viaduct	N-85/BNSF viaduct in Ralston. Begin R.P. – 4.02	\$10,125,000	\$10,505,000
2015-068	NDOT	N-133: Thomas Creek Bridge North (SB)	On southbound lanes of N-133 from just north of Thomas Creek crossing, north 0.12 miles. Begin R.P. – 5.94	\$532,000	\$534,000
2016-001	NDOT	I-480: Bancroft - Dewey	On I-480, from 0.1 miles north of I-80/US-75, north to miles south of Harney Street. Begin R.P. – 0.50	\$6,692,000	\$6,700,000
2016-002	NDOT	N-31: Schramm Park - US-6	On N-31 from near Schramm Park entrance to south junction with US-6	\$5,088,000	\$5,088,000
2016-003	NDOT	US-275: Waterloo Viaduct	On US-275 from Valley to viaduct at Waterloo. Begin R.P. – 165.74	\$7,570,000	\$7,570,000
2016-004	NDOT	US-275: West Papillion Creek Bridge West	On US-275 from 1.6 mile east of the west limits of Omaha to east of West Papillion Creek bridge. Begin R.P. – 176.33	\$1,556,000	\$1,556,000
2016-005	NDOT	I-680: Fort Street to Missouri River	On I-680 from near Fort Street northeast to Missouri River Bridge. Begin R.P. – 6.04	\$155,000	\$155,000
2016-006	NDOT	I-80/I-480 Bridges	I-80 bridges at I-480 Interchange. Begin R.P. – 451.00	\$4,800,000	\$4,800,000
2016-007	NDOT	I-80/I-480/US-75 Interchange	I-80 and I-480 bridges at I-80/I-480/US-75 Interchange. Begin R.P. – 452.98	\$12,970,000	\$12,970,000
2016-008	NDOT	I-480: 20th Street - Missouri River Bridges (EB)	On eastbound I-480 (including ramps) from 20th Street to the Missouri River. Begin R.P. – 2.95	\$8,600,000	\$8,600,000
2016-009	NDOT	I-480: 20th Street - Missouri River Bridges (WB)	On westbound I-480 (including ramps) from 20th Street to the Missouri River. Begin R.P. – 2.95	\$9,350,000	\$9,350,000
2016-010	NDOT	N-31 Bridges North of N-36	On N-31, approximately 0.7 miles and 5.2 miles north of N-36. Begin R.P. – 31.75	\$2,271,000	\$2,271,000
2016-011	NDOT	US-75: J Street & Gilmore Ave Bridge (SB)	Viaduct on US-75 at Gilmore/Union Pacific Rail Road and bridge at J Street. Begin R.P. – 85.80	\$2,619,000	\$2,619,000
2016-012	NDOT	US-75: Off Ramp to N-64 (NB)	On northbound US-75 off-ramp to N-64 (Cuming Street). Begin R.P. – 91.09	\$258,000	\$258,000
2016-013	NDOT	US-75: Big Papillion Creek, Bellevue	On US-75 over Big Papillion Creek, approximately 0.3 miles south of Bellevue. Begin R.P. – 80.03	\$250,000	\$250,000
2016-014	NDOT	District 2 CCTV Cameras	On I-680, at three (3) locations in the Omaha area. Begin R.P. – 9.94	\$131,000	\$136,000
2016-015	NDOT	US-75 Fiber-Optic	Along US-75 from Fort Crook Road to south Junction with I-480	\$755,000	\$759,000
2016-016	NDOT	US-6 Fiber-Optic	Along US-6 from N-31 to Westroads Mall Road in Omaha	\$922,000	\$922,000
2016-017	NDOT	I-80/I-480/I-680 Barriers, Omaha	Along I-80, I-480, and I-680 bridge locations in Omaha	\$864,000	\$864,000
2016-018	NDOT	I-80, N-31, N-370, & N-50 Ramps	I-80 interchange ramps at N-31, N-370, and N-50	\$710,000	\$710,000
2016-019	NDOT	US-275: 25th Street - 23rd Street	On US-275 from 1/2 block west of 25th Street to 1/2 block east of 23rd Street. Begin R.P. – 189.14	\$1,668,000	\$1,668,000
2016-020	NDOT	I-680: Mormon Bridge Painting	On I-680 at Mormon Bridge over Missouri River. Begin R.P. – 13.43	\$12,412,000	\$12,412,000
2016-021	NDOT	I-680: Mormon Bridge Deck Overlay	On I-680 at Mormon Bridge over Missouri River. Begin R.P. – 13.43	\$1,610,000	\$1,610,000
2016-022	NDOT	US-75 Bridge Approaches, Bellevue	US-75 bridges approaches from approximately 0.3 miles south Bellevue, north to Chandler Road. Begin R.P. – 80.03	\$1,643,000	\$1,643,000
2016-023	NDOT	24th Street Interstate Bridge	On 24th Street over I-80. Begin R.P. – 453.37	\$460,000	\$460,000
2016-024	NDOT	N-31: Elkhorn Viaduct	On N-31, viaduct over Park/Papio/Union Pacific Railroad approximately 0.7 miles south of N-64. Begin R.P. – 24.40	\$4,500,000	\$4,500,000
2016-025	NDOT	I-680: West Center Road Bridge	On I-680 at West Center Road. Begin R.P. – 0.83	\$1,520,000	\$1,520,000
2016-026	NDOT	I-80: I-480 to 24th Street	On I-80 from I-480 to 24th Street. Begin R.P. – 453.01	\$6,762,000	\$6,762,000
2016-027	NDOT	N-370: I-80 to Bellevue	On N-370 from I-80 to NB US-75 ramp terminal in Bellevue. Begin R.P. – 4.19	\$500,000	\$500,000
2016-028	NDOT	District 2 I-80 Fiber-Optic	Along I-80 from near Mahoney interchange east to the Iowa State line. Begin R.P. – 426.90	\$2,426,000	\$2,426,000
2016-029	NDOT	District 2 I-680 Fiber-Optic	Along I-680 in Omaha	\$1,300,000	\$1,300,000
2016-030	NDOT	District 2 I-480 Fiber-Optic	Along I-480 in Omaha	\$467,000	\$467,000
2016-031	NDOT	US-75: Dynamic Message Signs, Omaha	Along northbound and southbound US-75 from approximately J Street to west of F Street in Omaha. Begin R.P. – 87.33	\$688,000	\$688,000
2016-032	NDOT	District 2 DMS	Along I-80, US-75, and US-34 in District 2. Begin R.P. – 428.92	\$2,065,000	\$2,065,000
2016-033	NDOT	District 2 CCTV Camera Towers	At eleven locations along I-80, I-680, US-75, US-34, and N-370 in District 2	\$485,000	\$485,000
2017-030	NDOT	US-6 Bridges at I-680	Bridge repair and overlay	\$4,500,000	\$4,500,000
2017-002	NDOT	N-36 Resurfacing	N-133 East	\$4,142,000	\$4,142,000
2017-003	NDOT	N-50 Concrete Repair	N-370 - Omaha	\$8,303,000	\$8,303,000
2017-005	NDOT	I-80/480/US-75 Br Painting	I-80/480/US-75 Br	\$6,343,000	\$6,343,000

Nebraska Short-Term Projects | FY 2016-2025

TIP ID	Lead Agency	Project Name	Improvement Location	Project Cost (FY2016-2025)	Total Project Cost
2017-008	NDOT	N-64 Concrete Repair	W Maple Rd, Military - Cuming	\$3,684,000	\$3,684,000
2017-029	NDOT	I-680: I-80 to Fort Street	I-80 - Fort St	\$2,576,000	\$2,576,000
2018-002	NDOT	West Maple Rd	156th - 108th	\$13,273,000	\$13,273,000
2018-003	NDOT	N-64 (West Maple Road)	Ramblewood to 156th St in Omaha	\$9,658,000	\$9,658,000
2018-006	NDOT	N-370/150th St	N-370/ 150th St intersection, and south on 150th St to Shepard St in Sarpy Co	\$1,290,000	\$1,290,000
2018-007	NDOT	N-370 66th - 60th St Intersections	At the intersections with 66th and 60th Streets near Papillion	\$648,000	\$648,000
2018-012	NDOT	Military Ave Rehabilitation	Military Ave, Fort St - 90th St	\$2,273,000	\$2,273,000
2018-031	NDOT	Waterloo Viaduct Surfacing	Waterloo Viaduct	\$2,226,000	\$2,226,000
2019-001	NDOT	I-80 Rehabilitation	N-66 - N-50	\$1,213,000	\$1,213,000
2019-004	NDOT	W Branch Papillion Creek Bridge Repair	W Branch Papillion Creek Bridge	\$1,256,000	\$1,256,000
2019-006	NDOT	Omaha FY-2019 Municipal Resurfacing	In Omaha	\$400,000	\$400,000
2019-007	NDOT	Omaha FY-2020 Municipal Resurfacing	In Omaha	\$400,000	\$400,000
2019-012	NDOT	N-85 Resurfacing	Giles Rd - Harrison St, La Vista	\$1,043,000	\$1,043,000
2019-013	NDOT	I-80 Repair	13th St - Iowa Line	\$166,000	\$166,000
2019-014	NDOT	N-50/Platteview Road Intersection	N-50/Platteview Rd, Springfield	\$879,000	\$879,000
2019-015	NDOT	I-480 Bridges Repair	I-480 Bridges In Omaha	\$358,000	\$358,000
2019-016	NDOT	I-480 Creighton Area Bridges Repair	I-480 Creighton Area Bridges	\$2,146,000	\$2,146,000
2019-017	NDOT	US-75 Creighton Area Bridges Repair	US-75 Creighton Area Bridges	\$4,262,000	\$4,262,000
2019-019	NDOT	US-6/150th St Bridge Lengthening	US-6/150th St Bridge	\$312,000	\$312,000
2019-020	NDOT	N-370 Fiber Optics & Warning Beacons	N-370 - Douglas County Line	\$344,000	\$344,000
2015-001	Omaha	North Downtown Riverfront Pedestrian Bridge	10th and Fahey Drive	\$5,848,500	\$6,558,500
2015-013	Omaha	Omaha Signal Infrastructure - Phase A	Various Locations Throughout City	\$8,562,970	\$8,562,970
2015-016	Omaha	Omaha ATMS Central System Software	Citywide	\$655,000	\$1,573,750
2015-017	Omaha	Omaha Signal Network - System Management	Various locations throughout the City of Omaha	\$500,000	\$500,000
2015-040	Omaha	156th Street Phase Two	Pepperwood Dr. to Corby St.	\$27,391,990	\$28,634,550
2015-044	Omaha	Q Street Bridge	Q St. between 26th St. and 27th St.	\$15,408,750	\$16,870,750
2015-051	Omaha	108th Street	Madison St to Q Street	\$9,240,940	\$9,655,940
2015-052	Omaha	168th Street	West Center Rd to Pacific	\$15,000,000	\$15,000,000
2015-053	Omaha	114th Street	Burke to Pacific St	\$4,583,750	\$5,556,250
2015-054	Omaha	168th Street	West Center Rd to Q Street	\$15,764,050	\$15,764,050
2015-065	Omaha	24th Street Road Diet	From L Street to Leavenworth Street.	\$3,395,000	\$3,395,000
2015-132	Omaha	132nd at West Center Road Safety Project	132nd Street from Kingswood to Arbor Plaza and West Center Road from 133rd Plaza to 130th Ave	\$2,001,000	\$2,313,500
2015-157	Omaha	Omaha Signal Infrastructure - Phase B	Various Locations Throughout City	\$0	\$0
2015-158	Omaha	Omaha Signal Infrastructure - Phase C	Various Locations Throughout City	\$0	\$0
2015-159	Omaha	Omaha Signal Infrastructure - Phase D	Various Locations Throughout City	\$1,448,750	\$1,448,750
2016-045	Omaha	Omaha Resurfacing Program	Various locations throughout the City of Omaha	\$12,000,000	\$12,000,000
2015-010	Papillion	Schram Road 84th Street to 90th Street	Schram Road 84th Street to 90th Street	\$437,500	\$5,522,500
2015-041	PMRNRD	Western Douglas County Trail Phase 2	City of Valley to Village of Waterloo	\$2,224,910	\$2,543,228
2015-042	PMRNRD	Western Douglas County Trail Phase 1	City of Valley to Twin Rivers YMCA	\$3,224,655	\$3,586,055
2015-058	Sarpy	132nd and Giles	132nd and Giles Road	\$2,585,000	\$3,057,713
2015-062	Sarpy	66th and Giles	Harrison St. to 400ft. South of Giles Road and Giles Road from 69th St. to 66th St.	\$1,233,750	\$11,761,250
2015-138	Valley	Valley D.C. Safe Routes to School	Portion of Meigs Street in Valley, NE	\$225,000	\$270,000
N/A	Douglas County	180th St. Phase II	Blondo St to Maple St	\$9,852,000	\$11,331,250
N/A	Douglas County	Q St	192nd St to N-31	\$7,251,234	\$7,251,234
N/A	NDOT	I-680	I-680 / US-6 Bridges	\$3,700,000	\$3,700,000
N/A	Omaha	Citywide Resurfacing	Various Locations throughout City of Omaha	\$6,227,000	\$6,227,000
N/A	Omaha	Citywide Resurfacing	Various Locations throughout City of Omaha	\$3,313,000	\$3,313,000
N/A	Omaha	120th Street	Stonegate Dr to Fort St	\$10,732,500	\$12,510,720
N/A	Omaha	180th St	West Dodge Road to HWS Cleveland Blvd	\$3,641,400	\$3,641,400
N/A	Omaha	Industrial Road	132nd St to 144th St	\$11,803,338	\$11,803,338
N/A	Papillion	Schram Rd	84th St to 90th St	\$5,556,517	\$5,556,517
N/A	Sarpy County	66th Street	66th & Giles Intersection	\$8,422,000	\$12,076,250
N/A	Sarpy County	New I-80 Interchange	At 180th Street	\$36,414,000	\$36,414,000
N/A	Sarpy County	Harrison St	168th - 156th St	\$13,684,381	\$13,684,381
N/A	Sarpy County	Platteview Rd	36th - 27th St	\$7,640,429	\$7,640,429
Total				\$584,124,103	\$655,072,010

Agenda Item E
Call for Projects for the FY2021-
2026 TIP

TAP-MAPA Project Selection

Guidance Document for Regional Transportation Alternatives Program Funding
FY2021-2026 Transportation Improvement Program

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Schedule for TAP-MAPA Project Selection

Call for FY 2024 Projects	October 31, 2019
Submittal Deadline for STP-MAPA Applications	January 10, 2020
Preliminary Eligibility Screening of Applications.....	January 17, 2020
Individual Project Applications Scored	January 24, 2020
Publication of Applications & Public Involvement.....	January 24, 2020
Project Selection Workshop.....	February 21, 2020
Publication of Selected Project List.....	March 6, 2020
Appeals Hearing	March 13, 2020
Incorporation into Draft FY2021-2026 MAPA TIP	March-April 2020
TTAC Approval of Draft FY2021-2026 MAPA TIP	May 2020
MAPA Board of Directors Approval of Draft FY2021-2026 MAPA TIP	May 2020
State Review & Public Comment Period.....	May-June 2020
TTAC Approval of Final FY2021-2026 MAPA TIP	June 2020
MAPA Board of Directors Approval of Final FY2021-2026 MAPA TIP.....	June 2020
Distribution of Final TIP to State & Federal Partners.....	July 2020

1) Eligibility of Projects

This project selection methodology applies only to those projects that are seeking to be funded via MAPA's annual Transportation Alternatives Program (TAP) apportionment. This methodology does not apply to other federal funding source or class and should not be utilized by jurisdictions seeking funding from any other source.

Federal Eligibility Requirements

The Fixing America's Surface Transportation Act (FAST) maintained the following activities as eligible projects for funding under the Transportation Alternatives Program (TAP):

1. Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.).
2. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
3. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users
4. Construction of turnouts, overlooks, and viewing areas.
5. Community improvement activities, which include but are not limited to:
 - a. inventory, control, or removal of outdoor advertising;
 - b. historic preservation and rehabilitation of historic transportation facilities;
 - c. vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - d. archaeological activities relating to impacts from implementation of a transportation project eligible under title 23.
6. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to-
 - a. address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
 - b. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
7. The recreational trails program under section 206 of title 23
8. The safe routes to school program eligible projects and activities listed at section 1404(f) of the SAFETEA-LU:
 - a. Infrastructure-related projects.
 - b. Noninfrastructure-related activities.
 - c. Safe Routes to School coordinator.
9. Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

Per the requirements of the FAST Act, Transportation Alternatives Program funds cannot be used for the following activities:

1. State or MPO administrative purposes, except for SRTS administration, and administrative costs of the State permitted for RTP set-aside funds.
2. Promotional activities, except as permitted under the SRTS.
3. General recreation and park facilities, playground equipment, sports fields, campgrounds, picnic areas and pavilions, etc.
4. Routine maintenance and operations.

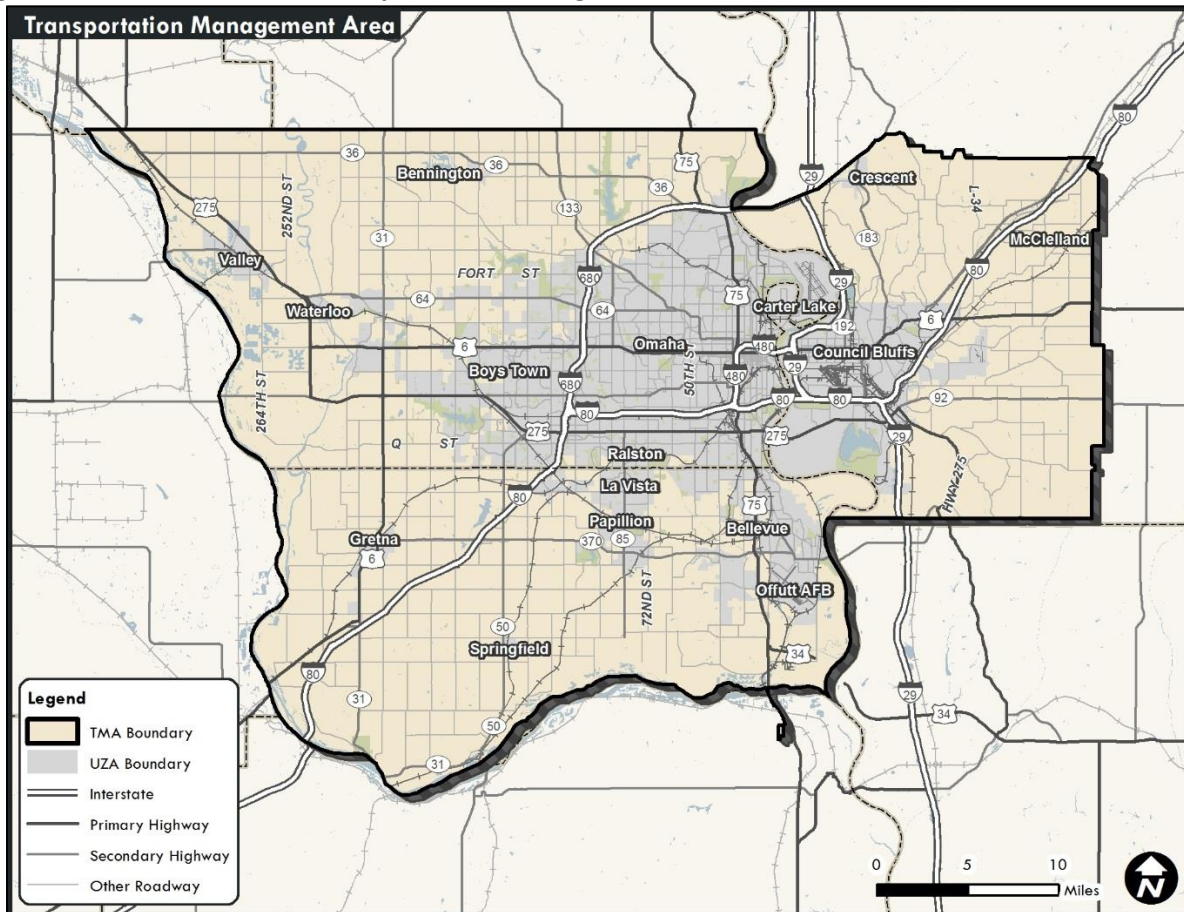
Additional Eligibility Requirements for TAP Funding

In addition to the above eligibility standards, projects seeking TAP-MAPA funding must meet the following minimum eligibility requirements:

1. Project must be listed in the MAPA 2040 Long Range Transportation Plan as required by the FAST Act.
2. Minimum match of 20 percent local (non-federal) funding as required by the FAST Act.
3. Projects must be submitted by local public agencies (LPAs) (including school districts) in the MAPA Transportation Management Area (MAPA TMA). The TMA encompasses Douglas and Sarpy Counties in Nebraska and the urbanized area surrounding Council Bluffs in Pottawattamie County, Iowa.

Failure to meet any of the above criteria will result in immediate disqualification of the submitted project for TAP-MAPA funding.

Figure 1: MAP of the MAPA Transportation Management Area



2) MAPA Transportation Alternatives Program Committee (TAP-C)

Membership

Transportation alternatives projects in the MAPA TMA are subject to the review and approval of the MAPA Transportation Alternatives Program Committee (TAP-C). TAP-C is an eighteen member stakeholder committee of the Transportation Technical Advisory Committee (TTAC) that includes planners, engineers, advocates, and other staff from local and state jurisdictions. Membership of the Transportation Alternatives Program Committee includes members of the larger MAPA TTAC and outside organizations and representatives. Appointments to the Transportation Alternatives Program Committee are reviewed and approved by the Transportation Technical Advisory Committee

TAP-C membership was formalized through the adoption of bylaws in late 2013 with review and approval by TTAC and the MAPA Board of Directors. Organizations and individuals currently represented on the TAP Committee are as follows:

- City of Omaha Public Works
- City of Omaha Planning
- City of Omaha Parks
- City of Council Bluffs
- City of Bellevue
- City of Springfield
- City of La Vista
- City of Papillion
- Douglas County
- Sarpy County
- Papio-Missouri River Natural Resources District (PMRNRD)
- Metro Transit
- Nebraska Department of Transportation (NDOT)
- Iowa Department of Transportation (IDOT)
- Douglas County Health Department
- Transportation Advocates (ModeShift Omaha)
- Public Health Advocate (Live Well Omaha)
- Public Representative

TAP-C membership will be reevaluated to determine turnover strategies for the membership of any rotating positions that are identified.

3) Project Submission Guidelines

Jurisdictions submitting applications must abide by the timeline listed in this guidance document. Applications for three project types have been created in order to evaluate each project class. Jurisdictions must select a project category and prepare the required documentation to the best of their abilities.

The final application for a TAP-MAPA project may include a one-page narrative of the project that may include details outside those requested in the application forms. This one page narrative should be submitted in Times New Roman 12pt font with one (1) inch margins. Additional pages or documentation will not be considered in the final scoring of the application.

Project applications for FY 2025 TAP-MAPA funding should be submitted no later than 4:30pm on January 18, 2019 to:

MAPA Project Selection
Metropolitan Area Planning Agency
2222 Cuming Street
Omaha, NE 68102

Project applications and questions concerning this process may also be emailed to mapa@mapacog.org.

Evaluation of Project Applications

Following an initial eligibility determination, project applications are evaluated and scored by MAPA staff based upon their particular project type and the information supplied. MAPA staff will recommend a prioritization of projects to TAP-C for approval at the Final Selection Workshop. Projects selected during this workshop will be incorporated into the Draft FY2021 MAPA Transportation Improvement Program as allowed by fiscal constraint.

The Draft MAPA TIP is then presented to and voted on by the MAPA TTAC and MAPA Board of Directors. After approval of the draft and the duration of the public comment period, the TIP is again presented to TTAC and the Board of Directors as a final document. Once the final TIP is approved it is submitted to MAPA's state and federal partners for approval and inclusion in the State Transportation Improvement Programs (STIPs).

Project Selection Process and Funding Implementation

The implementation year, or year 1, of the TIP is the fiscal year during which funding for a project of project phase can be obligated. In addition to ranking projects based on criteria, projects will also be evaluated based on each project's timeline of implementation and fiscal constraint within the TIP.

Each project that will be programmed in the TIP must submit an attainable timeline, will be ranked by MAPA staff, and approved by the TAP Committee before it will be placed in the TIP. The TAP Committee will have flexibility in selecting projects that are deemed to be a higher priority to the committee. Projects will be allowed to present an argument for implementation before the TAP Committee if the project sponsor wishes to challenge the points total or scoring of the project. No project will be allowed to move into the implementation year unless the project timeline has been approved by the TAP Committee, TTAC, and MAPA's Board of Directors.

Transportation Improvement Program (TIP) Fee

Beginning July 1, 2018, MAPA collects a "TIP Fee" for federal-aid projects in the Transportation Improvement Program (TIP) funded through the regional Surface Transportation Block Grant Program (STBG) and the regional Transportation Alternatives Program (TAP). These funding sources are identified in the TIP as STBG-MAPA and TAP-MAPA, respectively. The fee will be collected from members that are within the Transportation Management Area (TMA), also referred to as the Metropolitan Planning Organization (MPO). The amount of the TIP fee and the specific federal funding programs for which the fee is required shall be identified in the TIP annually and approved by the Board of Directors.

The TIP fee applies to all project phases programmed in the implementation year of the TIP. The implementation year refers to the first year of the TIP program, which begins on October 1 of each year. Total obligations for implementation year projects will be identified by end of year reports from the Nebraska and Iowa Departments of Transportation. Invoices for TIP fees will be issued no later than November 30th of the following fiscal year. Therefore, TIP fees related to obligations in FY2020 will be

assessed by November 2020. Failure to pay the TIP fee could result in project removal from the TIP or reprogramming to an illustrative year of the TIP program.

The TIP fee shall apply to projects included in the TIP that are part of the Federal-aid swap in Iowa. The amount of the TIP fee assessed shall be the ratios identified in sections 2.3.5.1 and 2.3.5.2 toward the federal funds swapped for the local project. For example, if a local jurisdiction swaps \$1 million in federal funds for state funds, then the TIP fee would be \$10,000, or 1%, of \$1 million.

The Executive Director shall have the ability to provide payment terms of up to 2 years of the assessed TIP fee. Any adjustments to the payment terms beyond 2 years or change in the assessed amount shall be presented to the MAPA Board of Directors for approval.

The TIP fee does not apply to projects utilizing other funding sources that are included in the TIP (State projects, transit projects, HSIP/TSIP, CMAQ, etc.). STBG-MAPA and TAP-MAPA projects with total project costs less than \$100,000 and all planning studies shall be exempt from the TIP fee.

The amount of the TIP fee shall be one percent (1%) of the federal funds on a project up to \$10,000,000. Projects with more than \$10,000,000 of federal funding will be assessed one percent (1%) of the first \$10,000,000 and one-half percent (0.5%) for the amount over \$10,000,000.

The TIP fee must be paid with non-federal funds according to federal matching requirements. The TIP Fee is not an eligible cost for Federal aid or Swap reimbursement.

A) Prioritization Model for Regional TAP Funding

General Overview

The Transportation Alternatives Program Committee has identified the need for the construction of additional alternative transportation facilities throughout the region. Eligible construction activities under the Fixing America's Surface Transportation law are noted in Section 1 of this Policy Guide.

As a part of its Regional Bicycle Pedestrian Plan, MAPA developed a prioritization tool to evaluate and select TAP projects for the region. The Transportation Alternatives Program Committee identified new criteria and variables that are appropriate measures to prioritize TAP funding for the Omaha-Council Bluffs region. A summary of the revised TAP criteria and variables is shown below:

Table 1: Overview of FY2021 Transportation Alternatives Program (TAP) Criteria

Factor	Weight	Selection Criteria	Data Source	Buffer (if applicable)
Support	5	Local Match %	Project Application	–
		Multi-Jurisdictional/ Partnerships	Project Application and Documentation	–
Safety	7	Physical Separation of Proposed Facility	Project Application and MAPA Review	–
		Density of Pedestrian Crashes (Pedestrian Crashes (2011-2013)/Route Length)	NDOR Highway Safety Improvement Database; INTRANS Crash Database	–
		Posted Speed Limit	Project Application and MAPA Review	–
		Future Traffic Volume (ADT)	MAPA Travel Demand Model	Volume within Project Corridor
Demand	6	Population density within 1/2 mile	MAPA Land Use Activity Allocation Model (LUAAM)	1/2 Mile
		Employment density within 1/2 mile	MAPA Land Use Activity Allocation Model (LUAAM)	1/2 Mile
		Proximity to Schools (Including Universities)	INFOGROUP data and MAPA Review	1/4 Mile
Connectivity	9	Level of Transit Service	Metro Transit	1/4 Mile
		Connectivity to Existing Facilities	MAPA Regional Bicycle-Pedestrian Master Plan	1/4 Mile
		Connectivity to MAPA Priority Corridors	MAPA Project Selection Committee (ProSeCom)	1/4 Mile
Equity	6	Proximity to Environmental Justice Areas	MAPA Transportation Improvement Program (TIP)	Within EJ Area; partially within EJ area
		Community Access to a Vehicle (% No Vehicle Households)	2012 American Community Survey	1/2 Mile

Scaling of Scores for Selection Variables

Scaling of criteria variables allows the characteristics of projects to be compared directly. Many variables were scaled based on whether they satisfied a particular criteria (e.g. connecting to a priority corridor). For these kinds of variables, projects which do satisfy the criteria will be scaled to a value of ten (10); conversely, projects which did not satisfy the criteria will be scaled to a value of zero (0).

In order to account for the wide ranges of values that can be expected for other types of variables, the TAP-C elected to use two methods of proportional scaling to directly compare projects. This method of scaling directly compares a project's "raw" value to the distribution of other values from the other projects being considered. The formulas for this method of scaling is shown below:

$$\text{Proportionate Scaling} = 10 * \frac{\text{Project Value} - \text{Minimum}}{\text{Maximum} - \text{Minimum}}$$

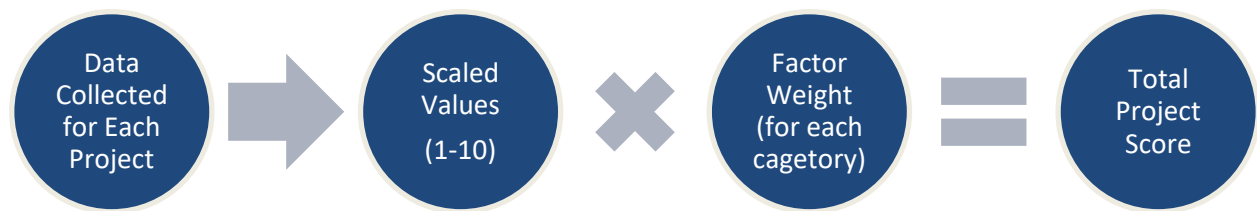
Proportionate scaling is useful for when a higher "raw" value is preferred (e.g. employment density) but where the range of values for a set of projects could be very broad and difficult to compare directly. Proportional scaling allows projects that far exceed the other comparison projects to receive a greater share of the points.

Weighting of Factors

Factors weights are based on stakeholder input through the Regional Bicycle Pedestrian Plan and the development of initial TAP criteria for the MAPA region in 2013. These weights establish the relative priority given to various measures and characteristics of a TAP project.

Ultimately, these weights are utilized to calculate a projects total score. The scaled values for each variable are multiplied by the factor weight for that category to provide a total score for that factor. This process is illustrated in Figure 3 below.

Figure 3: Overview of the Scoring Process for TAP Projects



The total scores calculated through this process will be presented to the TAP-C for review and discussion. Because the factor weights differ, a project's score in categories may vary greatly and still rank high among its peer projects. Ultimately, programming recommendations are made by the TAP-C and the Transportation Technical Advisory Committee (TTAC) to the MAPA Board of Directors.

B) Overview of Criteria for Construction & Infrastructure Projects

A detailed discussion of the criteria and variables summarized in Table 1 is included within this section. MAPA has included a discussion of the intent behind each measure, the data source utilized for each criteria, and the method of scaling applied within the TAP Prioritization Model.

Support (Weight = 5)

Percentage of Local Match

While there is a minimum requirement of 20 percent local match for Federal-Aid projects, MAPA encourages submitting jurisdictions to take a greater stake in their projects. MAPA will calculate the percentage local match for a project based on the information submitted in the project application. For projects which exceed 30% local match, the percentage value of match for that project will be used as the data.

Data Source: Project Application

Method of Scaling: Proportional

Multi-Jurisdictional Projects & Partnerships

The TAP-C identified funding diversity and partnerships as important measures of community support for a project. Project sponsors will be asked to identify and document funding partnerships in the project application through letters of support. MAPA will tabulate the number of supporting agencies and organizations submitted with the application

Data Source: Project Application

Method of Scaling: Proportional

Safety (Weight = 7)

Physical Separation of Proposed Facility

The level of protection afforded by a particular infrastructure improvement quantifies the impact that a project will have on the safety of cyclists, pedestrians, and motorists. The TAP-C quantified this “Conflict Factor” based on the level of physical separation between motorized vehicles and non-motorized modes of transportation. Physical separation will be measured with high, medium, and low values based on the matrix illustrated in Table 2 below.

Table 2: Matrix of Physical Separation for Bicycle and Pedestrian Facilities

Conflict Factor	Bicycle Infrastructure	Pedestrian Infrastructure	Points
Physically Separated Facilities	Cycletracks, protected bike lanes, bike lanes buffered by parking, grade separated crossings	Pedestrian safety barriers, grade separated crossings,	3
Buffered Facilities & Intersection Improvements	Bicycle boulevards, on-street buffered bike lanes, multi-use trails, bike boxes, new signalized bicycle crossing	Curb extensions, mid-block crossings, new signalized pedestrian crossings, pedestrian countdown signals	2
On-Street Facilities	Bike lanes, wide curb lanes, sharrows, share the road signage	Pedestrian sidepaths, Safe Routes to School signage	1

Data Source: Project Application
Method of Scaling: Proportional

Density of Pedestrian Crashes (2016-2018)

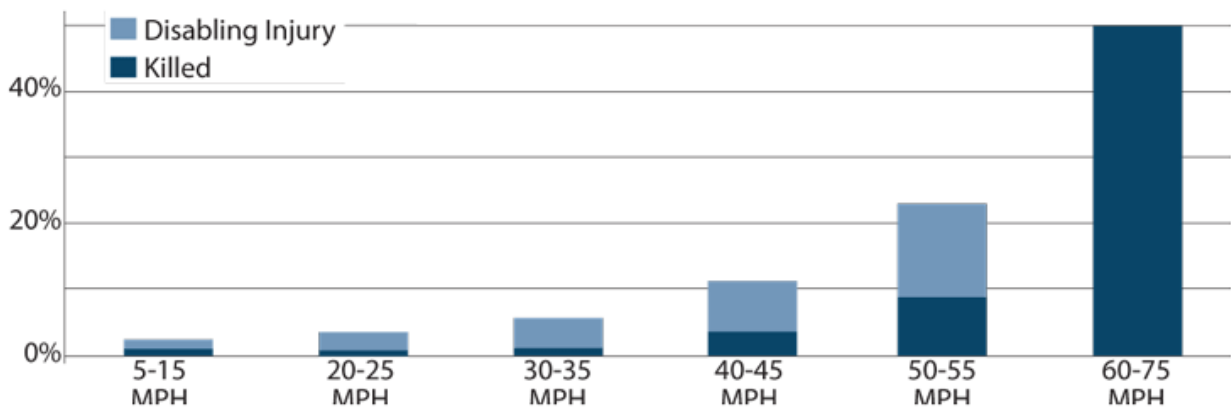
The number of pedestrian crashes occurring at a project’s location allows the TAP-C to quantify the safety risks to both motorists and users of non-motorized vehicles as well. The total number of pedestrian crashes for three years along a project route will be calculated in ArcGIS using the crash databases from state partners. This crash total will be converted to a measure of crash density by dividing the total number of crashes by the project’s length (in miles).

Data Source: State Crash Databases (NDOR Highway Safety Improvement Database; Iowa DOT SAVER Database)
Method of Scaling: Proportional

Posted Speed Limit

Cyclists and pedestrians are at the greatest risk for injury and death when an accident occurs where speed limits are high. FHWA has collected data on these risks and these risks are illustrated in Figure 4 below.

Figure 4: Risk of Disabling Injury and Death for Cyclists in Traffic Accidents with Motor Vehicles



MAPA will identify the average speed limit for the proposed facility based on either 1) the proposed route or 2) a parallel route that makes a similar connection (in the case of trails or other off-street facilities). The values in Table 3 will be assigned to projects based on the identified speed limit for a project:

Table 3: Risk of Pedestrian and Cyclist Fatality in Traffic Accidents by Speed Limit

	15 MPH and Under	20-25 MPH	30-35 MPH	40-45 MPH	50-55 MPH
Risk of Fatality	0%	.76%	1.52%	3.81%	8%

Data Source: Project Application & MAPA Review
Method of Scaling: Proportional

Future Traffic Volume

In order to estimate the value of safety improvements in the future, estimates of future Average Annual Daily Traffic (AADT) along project routes will be considered in the prioritization process. MAPA will

utilize its Travel Demand Model to estimate AADT on either 1) the proposed route or 2) a parallel route that makes a similar connection (in the case of trails or other off-street facilities)

Data Source: MAPA Travel Demand Model
Method of Scaling: Proportional

Demand (Weight = 6)

Population Density

The density of population along a project's route is a good indicator of demand for a project and the potential for usage of a facility. MAPA will calculate the average population density within one-half (1/2) mile of a project corridor in ArcGIS using the population estimates utilized in MAPA's Land Use Activity Allocation Model.

Data Source: MAPA LUAAM (based on 2010 Census population)
Method of Scaling: Proportional

Employment Density

The density of employment along a project's route is another indicator of demand for a project and its connection to job centers and other areas of activity. MAPA will calculate the average employment density within one-half (1/2) mile of a project corridor in ArcGIS using the population estimates utilized in MAPA's Land Use Activity Allocation Model.

Data Source: MAPA LUAAM (based on INFOGROUP database)
Method of Scaling: Proportional

Proximity to Schools

Schools are important generators and attractors of bicycle and pedestrian activity. The total number of school facilities (including universities) within one-quarter (1/4) mile of a project corridor will be tabulated for each project.

Data Source: MAPA GIS Database (based on INFOGROUP and county databases)
Method of Scaling: Proportional

Connectivity (Weight = 9)

Enhancing connectivity within the multimodal transportation network is a critical goal of the 2040 MAPA LRTP. The TAP-C identified investments that make connections between modes and activity centers within the MAPA region as key priorities of the program.

Level of Transit Service

The second metric of connectivity is Transit Connectivity. The TAP-C determined that alternative transportation projects occurring along corridors with a high frequency of transit service provide important multimodal connections for the region. The level of transit service for a particular project will be measured by accounting for the total number of bus trips scheduled to provide service within 1/4 mile of the project's location on an average weekday. This measurement accounts for both the number of bus lines intersecting the project area and the frequency of transit service on each of those lines.

Access to transit routes will be measured at the following types of existing facilities: transit centers, park and ride lots, transit stops, or new facilities proposed for completion prior to 2021.

Data Source: Metro Transit
Method of Scaling: Proportional

Connectivity to Existing Facilities

The TAP-C noted that leveraging investments in the existing multi-modal transportation network is an important priority of MAPA’s TAP program. MAPA has compiled a GIS database of existing bicycle facilities (including trails, bike lanes, and other on-street facilities) as a part of its Regional Bicycle-Pedestrian Master Plan. Projects will receive the maximum scaled value (10 points) if there are existing bikeway and recreational trail facilities within one-quarter (1/4) mile of the project route.

Data Source: MAPA GIS Database (based on Regional Bike-Ped Master Plan)
Method of Scaling: Full Points or No Points

Connectivity to MAPA Priority Corridors

The priority corridors shown in Figure 5 (next page) were identified by the MAPA Project Selection Committee (ProSeCom) to be the most important transportation facilities that support the movement and access of people and goods in the MAPA Region. These corridors also represent key activity centers within the MAPA region and are important connections in the multi-modal transportation network. Projects will receive the maximum scaled value (10 points) if it is located within one-quarter (1/4) mile of an identified priority corridor.

Data Source: MAPA GIS Database (based on Project Selection Committee Criteria)
Method of Scaling: Full Points or No Points

Equity (Weight =6)

Accessibility for Environmental Justice Populations

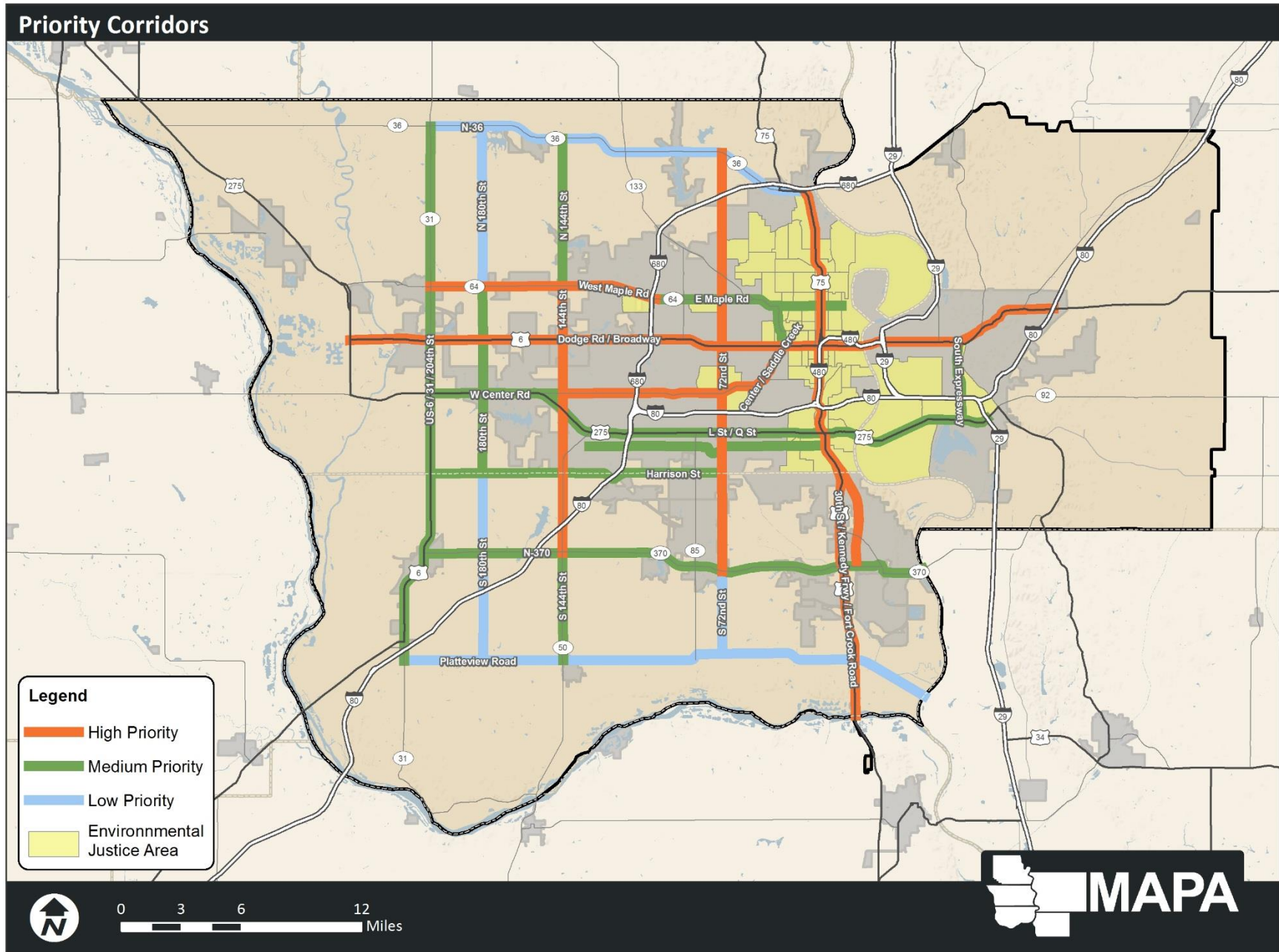
Projects that invest in areas with disproportionately high-minority and low income populations will receive additional consideration through this process. Areas of high-minority concentration, low income concentration and those areas that are both high-minority and low income are shown in Figure 5 (next page). These areas were identified by an analysis of socioeconomic data conducted by MAPA which was accepted by the MAPA Policy Board. The allocation of points under this metric is based on the location of projects in relation to Environmental Justice areas, describe in Table 4 below.

Table 4: Distribution of Points for Proximity to Environmental Justice Areas

Location	Points
Completely Within EJ Areas	2
Partially within EJ Area	1
Completely Outside EJ Area	0

Data Source: MAPA GIS Database (based on approved EJ Areas)
Method of Scaling: Proportional

Figure 5: MAPA Regional Priority Corridors



Community Access to a Vehicle

Access to an automobile is varied across the MAPA region. In order to prioritize investments in areas where bicycle and pedestrian investments can have the greatest impact, the TAP-C noted that the percentage of households with no access to a vehicle should be calculated. The average percentage of non-vehicle households within one-half (1/2) mile of a project corridor will be calculated for each project.

Data Source: American Community Survey (ACS)

Method of Scaling: Proportional

C) Overview of Criteria for Non-Infrastructure Projects

General Guidelines

The Transportation Alternatives Program Committee determined that non-infrastructure investments are an important aspect of meeting MAPA's LRTP goals related to complete streets and mode shift. Education initiatives focused on modes of travel other than private single-occupancy vehicles such as walking, bicycling, and Safe Routes to Schools were identified as the primary needs of the MAPA region.

Eligible construction activities under the Fixing America's Surface Transportation law are noted in Section 1 of this Policy Guide. Notable differences from previous transportation authorization bills include the ineligibility of bicycle or pedestrian safety education for adults.

The TAP-C does not anticipate many applications for non-infrastructure projects at present. As such, no quantitative measures for efficacy or need have been developed at this time. Applicants interested in applying for TAP funding for non-infrastructure projects should submit a narrative proposal not to exceed seven (7) pages in length. Narratives should be organized to address the key priority areas identified by the TAP-C below:

Accessibility for Environmental Justice Populations

Projects that invest in areas with disproportionately high-minority and low income populations will receive additional consideration through this process. Areas of high-minority concentration, low income concentration and those areas that are both high-minority and low income are shown on the MAPA Priority Corridors Map (included in this Policy Guide). These areas were identified by an analysis of socioeconomic data conducted by MAPA which was accepted by the MAPA Policy Board. The allocation of points under this metric is based on description of the project activities in relation to Environmental Justice areas. Projects which take place at facilities within an environmental justice area or has clear benefits for environmental justice populations will be recognized and prioritized by the TAP-C.

Comprehensiveness

The Transportation Alternatives Program Committee determined that the comprehensiveness of the education programs offered was a key factor in the evaluation of potential projects. In order to have the greatest impact, points are allocated based on the comprehensiveness of the content delivered by the proposed education program. Projects which address both bicycling and walking safety education are more favorable than those that only focus on one mode.

Need for the Proposed Project

As resources for bicycle safety education and Safe Routes to School activities are limited, the TAP-C wanted to ensure that there was little or no duplication between programs across the

region. The need for the proposed project is quantified based on the geographic reach of the project and whether a similar program has been offered recently. A brief description of the project's impact and its relationship to other education programs in the region will be provided by applicants. Projects which enhance educational opportunities available to residents within the community are more favorable than those that duplicate existing services and programs

Percentage of Local Match

While there is a minimum requirement of 20 percent local match for Federal-Aid projects, MAPA encourages submitting jurisdictions to take a greater stake in their projects. Projects with a non-federal share of funding over 30% are more favorable than those meeting minimum matching requirements.

School District Impacts

Safe Routes to School education activities were identified by the Transportation Alternatives Program Committee as an important activity to encourage within the MAPA region. In order to encourage regionally significant education programs, the TAP-C felt non-infrastructure projects should promote collaboration within and between school districts in the region. Projects that engage multiple school districts and/or multiple school facilities are more favorable than those targeted at a single school facility.

Educational Materials

In order to ensure that high quality education programs are implemented throughout the region, the TAP-C determined that source of educational materials for proposed projects was an important factor to consider. Projects which will utilize best practices from national organizations such as the League of American Bicyclist, the Alliance for Walking & Biking, or an equivalent organization will receive priority over those that do not identify the source of educational materials.

4) Project Application Form

FY2021 Transportation Alternatives Program (TAP) Application

Metropolitan Area Planning Agency (MAPA)

FY2021 Transportation Alternatives Program (TAP) Application

General Information

Applicant:
Mailing Address:
City: **State:** **Zip Code:**
Staff Contact: **Phone:**
Type of Applicant:
If "Other", please specify

Project Information

Project Title:

Project Description: Please provide details about the proposed facility including the project's location, the length of the project, and type of work proposed

Please select one of the follow eligible activities that corresponds to the proposed project

Please Select:

1 Trails & Bicycles

- 1.1 | Facilities for pedestrians and bicycles including safe routes for non-drivers
- 1.2 | Conversion and use of abandoned railway corridors

2 Scenic & Historic

- 2.1 | Construction of turnouts, overlooks, and viewing areas
- 2.2 | Inventory, control, or removal of outdoor advertising
- 2.3 | Historic Preservation and rehabilitation of historic transportation facilities
- 2.4 | Archaeological activities relating to impacts from another eligible activity

3 Safe Routes to School (SRTS)

- 3.1 | Infrastructure (sidewalks, trails, signals, addressing K-8 need)
- 3.2 | Non-infrastructure (public awareness, education, training, etc.)

4 Environmental

- 4.1 | Vegetation management practices in the transportation right-of-way
- 4.2 | Highway-related stormwater management
- 4.3 | Reduction of vehicle-caused wildlife mortality or restoration of habitat connectivity

FY2021 Transportation Alternatives Program (TAP) Application

Funds Requested (\$1,000s)	Federal	State	Local	Total
PE/NEPA/Final Design				0
ROW				0
Utilities/Construction/CE				0
Total	0	0	0	0

Please identify funding partners contributing non-federal match to the project (letters of support/documentation required)

Safety & Security

Which of the following facilities (if any) are included in the design of this project?

Bicycle Facilities		Pedestrian Facilities	
Cycletrack(s)	<input type="checkbox"/>	Pedestrian Safety Barrier(s)	<input type="checkbox"/>
Bike Lane(s) Buffered by Parking	<input type="checkbox"/>	Grade Separated Crossing(s)	<input type="checkbox"/>
Grade-Separated Crossing(s)	<input type="checkbox"/>	Curb Extensions	<input type="checkbox"/>
Bicycle Boulevard Implementation	<input type="checkbox"/>	New, Signalized Pedestrian Crossing(s)	<input type="checkbox"/>
On-Street Buffered Bike Lane(s)	<input type="checkbox"/>	Mid-Block Crossing(s)	<input type="checkbox"/>
Multi-Use Recreational Trails	<input type="checkbox"/>	Pedestrian Sidepath(s)	<input type="checkbox"/>
New, Signalized Bike Crossing(s)	<input type="checkbox"/>	Safe Routes to School Signage	<input type="checkbox"/>
Painted Bike Lane(s)	<input type="checkbox"/>		
Widened Curb Lane(s)	<input type="checkbox"/>		
Painted Sharrows	<input type="checkbox"/>		
"Share the Road" Signage	<input type="checkbox"/>		
Wayfinding Signage	<input type="checkbox"/>		

What is the average speed limit along the project route (in mph)?

Cultural & Historical Resources

Is this project located within a designated scenic or historic byway corridor?

If so, has the project been endorsed by appropriate byway board?

Does this project improve or affect any historic transportation facilities?

If yes, please describe:

Application Checklist

Please note whether the following items are attached to this application submission

Complete Transportation Alternatives Program Application

Project Locational Map

Project locational map should show the limits of the project, and the projects relationship to other roadways or transportation facilities.

Completed DR-530 Form*

Completed DR-53 Form* (Probable Class of NEPA Action Form)

Documentation (Letters of Support) from Funding Partners

* Nebraska projects only, both forms are available from the NDOR at the link below

<http://www.transportation.nebraska.gov/gov-aff/lpa-guide-man.html>

Definitions

Access- is the ability to reach desired goods, services, activities and destinations (together called *opportunities*).

Four general factors affect physical accessibility:

1. *Mobility*, that is, physical movement. Mobility can be provided by walking, cycling, public transit, ridesharing, taxi, automobiles, trucks and other modes.
2. *Mobility substitutes*, such as telecommunications and delivery services. These can provide access to some types of goods and activities, particularly those involving information.
3. *Transportation system connectivity*, which refers to the directness of links and the density of connections in path or road network.
4. *Land use*, that is, the geographic distribution of activities and destinations. The dispersion of common destination increases the amount of mobility needed to access goods, services and activities, reducing accessibility.

Advance Construction- Advance construction and partial conversion of advance construction are cash flow management tools that allow states to begin projects with their own funds and only later convert these projects to Federal-aid. Advance construction allows a state to request and receive approval to construct Federal-aid projects in advance of the apportionment of authorized Federal-aid funds. Under normal circumstances, states "convert" advance-constructed projects to Federal aid at any time sufficient Federal-aid funds and obligation authority are available, and do so all at once. Under partial conversion, a state may obligate funds for advance-constructed projects in stages.

Alternative Transportation- Refers to modes of travel other than private single-occupancy vehicles such as walking, bicycling, carpooling, or transit.

Bicycle Signal- A bicycle signal is an electrically powered traffic control device that should only be used in combination with an existing conventional or hybrid signal. Bicycle signals are typically used to improve identified safety or operational problems involving bicycle facilities. Bicycle signal heads may be installed at signalized intersections to indicate bicycle signal phases and other bicycle-specific timing strategies. In the United States, bicycle signal heads typically use standard three-lens signal heads in green, yellow, and red lenses. Bicycle signals are typically used to provide guidance for bicyclists at intersections where they may have different needs from other road users (e.g., bicycle-only movements, leading bicycle intervals).

Bike Box- A bike box is a designated area at the head of a traffic lane at a signalized intersection that provides bicyclists with a safe and visible way to get ahead of queuing traffic during the red signal phase.

Bike lane- A Bicycle lane is defined as a portion of the roadway that has been designated by striping, signage, and pavement markings for the preferential or exclusive use of bicyclists.

Buffered Bike Lane- Buffered bike lanes are conventional bicycle lanes paired with a designated buffer space separating the bicycle lane from the adjacent motor vehicle travel lane and/or parking lane. A buffered bike lane is allowed as per MUTCD guidelines for buffered preferential lanes.

Cycle Track- A cycle track is an exclusive bike facility that combines the user experience of a separated path with the on-street infrastructure of a conventional bike lane. A cycle track is physically separated from motor traffic and distinct from the sidewalk. Cycle tracks have different forms but all share common elements—they provide space that is intended to be exclusively or primarily used for bicycles, and are separated from motor vehicle travel lanes, parking lanes, and sidewalks. In situations where on-street parking is allowed cycle tracks are located to the curb-side of the parking (in contrast to bike lanes). Cycle tracks may be one-way or two-way, and may be at street level, at sidewalk level, or at an intermediate level. If at sidewalk level, a curb or median separates them from motor traffic, while different pavement color/texture separates the cycle track from the sidewalk. If at street level, they can be separated from motor traffic by raised medians, on-street parking, or bollards. By separating cyclists from motor traffic, cycle tracks can offer a higher level of security than bike lanes and are attractive to a wider spectrum of the public.

Description- A brief description of the project; should include location information, limits of construction, impacts, etc.

Eligible Applicants- Project applications may be submitted by eligible sponsors located within the MAPA Transportation Management Area (TMA), including: Douglas County and its cities, Sarpy County and its cities, the City of Council Bluffs, City of Crescent, City of McClelland, and Pottawattamie County (within the TMA Boundary), and other entities identified by the FAST Act.

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

The three fundamental principles for Environmental Justice for US DOT programs are shown below:

1. To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
2. To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
3. To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Equity- Refers to the distribution of resources and opportunities. Transportation decisions can have significant equity impacts. Transportation represents a major portion of consumer, business and government expenditures. It consumes a significant portion of public resources, including taxes and public land. Transportation activities have external impacts (noise and air pollution, crash risk and barrier effects) that affect the quality of community and natural environments, and personal safety. Transport determines where people can live, shop, work, go to school and recreate, and their opportunities in life. Adequate mobility is essential for people to participate in society as citizens, employees, consumers and community members. It affects people's ability to obtain education, employment, medical service and other critical goods.

Equity impacts can be difficult to evaluate, in part because the word “equity” has several meanings, each with different implications. There are four general types of equity related to transportation:

1. *Egalitarianism*- This refers to treating everybody the same, regardless of who they are. For example, egalitarianism might be used to justify charging every passenger pay the same fare (regardless of trip length), that each transit rider receive the same subsidy (regardless of income or need), that each resident pays the same amount or tax support transportation services (regardless of income or use), or that roads are unpriced.
2. *Horizontal Equity (also called “fairness”)*- This is concerned with the fairness of impact allocation between individuals and groups considered comparable in ability and need. Horizontal equity implies that consumers should “get what they pay for and pay for what they get,” unless a subsidy is specifically justified.
3. *Vertical Equity With Regard to Income and Social Class*- This focuses on the allocation of costs between income and social classes. According to this definition, transportation is most equitable if it provides the greatest benefit at the least cost to disadvantaged groups, therefore compensating for overall social inequity.
4. *Vertical Equity With Regard to Mobility Need and Ability*- This is a measure of how well an individual’s transportation needs are met compared with others in their community. It assumes that everyone should enjoy at least a basic level of access, even if people with special needs require extra resources and subsidies. Applying this concept requires establishing a standard of Basic Access. This tends to focus on two issues: access for people with disabilities, and support for transit and special mobility services.

Local Match- Local match is defined as the portion of total project cost to be covered by the local sponsoring jurisdiction or other non-federal contributor (i.e. the development community). For TAP-MAPA projects, the minimum match percentage is 20 percent.

MAPA 2040 LRTP- The MAPA 2040 Long Range Transportation Plan was finalized in 2015 and is the applicable long range transportation plan for the MAPA region. Capital Improvement projects must be listed in the MAPA 2040 LRTP in order to be eligible for TAP-MAPA funding.

Multi-modal Connectivity- Multi-modal connectivity refers to enhancing the opportunity to connect between various modes of transportation (i.e. automobile, bus, walking, cycling, etc.).

New Bike Lane/Path- New bike lanes or paths refer to the establishment (via on-street striping or separated facilities) of dedicated means of transportation for cyclists and other non-motorized modes of transportation.

PE/NEPA/Final Design- PE/NEPA/Final Design refers to the phase of a project per Federal guidelines. For applicable projects, the project sponsor must determine the anticipated budget for this phase when submitting an application for TAP-MAPA.

Pedestrian Countdown Signal- The countdown signal displays flashing numbers that count down the time remaining until the end of the flashing “DON’T WALK” (FDW) interval. The countdown

display, which can start at the onset of either the WALK or the FDW display, reaches zero and blanks out at the onset of the steady “DON’T WALK” (DW) display. When the countdown starts at the beginning of the FDW, the duration of the countdown is approximately equal to the pedestrian clearance interval for the crosswalk (the duration may vary according to local signal timing practice).

Pedestrian Signal- Pedestrian signals are special types of traffic signal indications installed for the exclusive purpose of controlling pedestrian traffic. They are frequently installed at signalized intersections when engineering analysis shows that the vehicular signals cannot adequately accommodate the pedestrians using the intersection.

Public Health Impacts- Public health impacts refer to the manner and consequences a project incurs on the general public’s health. For example, a project that would enhance public health could offer multi-modal connections that encourage active transportation.

Raised or Depressed Barrier Medians- Raised or depressed barrier medians refer to the separation of a transportation facility by an island, Jersey barrier, or other means of separation.

ROW- Right of Way (ROW) refers to a project development phase during which land is purchased by a sponsoring jurisdiction. The sponsor jurisdiction is responsible for denoting the amount of funding requested for Right of Way acquisition during project development.

Sharrows- Shared Lane Markings (SLMs), or “sharrows,” are road markings used to indicate a shared lane environment for bicycles and automobiles. Among other benefits shared lane markings reinforce the legitimacy of bicycle traffic on the street and recommend proper bicyclist positioning. The shared lane marking is not a facility type, it is a pavement marking with a variety of uses to support a complete bikeway network. The MUTCD outlines guidance for shared lane markings in section 9C.07.

Share the Road Signage – Share the Road signage refers to signs placed along designated bike routes to remind and inform motorists that cyclists may be present. For project applications, this type of signage applies to “Bikes May Use Full Lane” signs that are often used in combination with painted sharrows. The MUTCD outlines guidance for the placement of these kinds of signage and other pavement markings.

Trail/Path (sometimes referred to Multi-use Trail/Path)- A bicycle path allows for two-way, off-street bicycle use. If a parallel pedestrian path is not provided, other non-motorized users are legally allowed to use a bicycle path. These facilities are frequently found in parks, along rivers, creeks, and in rail rights-of-way greenbelts or utility corridors where right-of-way exists and there are few intersections to create conflicts with motorized vehicles.

Transit Operation Features or Amenities- Transit operation features or amenities refer to enhancements that directly improve the operation or aesthetics of transit in the MAPA region.

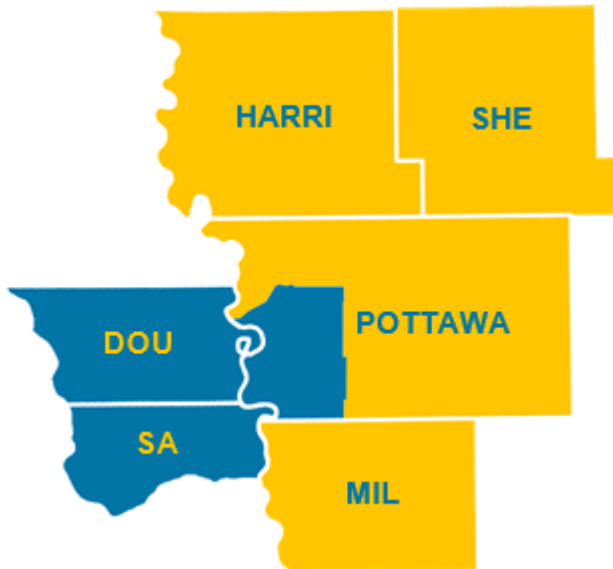
Walkability- The measure of the overall walking and living conditions in an area; the extent to which the built environment is friendly to the presence of people walking, biking, living, shopping, visiting, enjoying or spending time in an area.

Fiscal Year 2021 Heartland 2050 Mini-Grant Application

Application for mini grant funding for fiscal year 2021 within the MAPA Metropolitan Planning and Regional Planning Affiliation regions.

* Required

MAPA Region



Program Goals

The Heartland 2050 Mini-Grant Program aims to:

1. Support local outreach and engagement efforts that promote broader stakeholder involvement.
2. Promote alternative or multi-model travel choices through collaborative planning strategies.
3. Encourage coordination of land use plans with existing or planned regional transportation infrastructure.
4. Promote plans and projects that support and implement Heartland 2050 vision scenario and the Heartland Connections Regional Transit Vision and Bicycle-Pedestrian Plans.
5. Promote collaboration.
6. Improve access to jobs and education.

Project Eligibility

Assistance is available to municipalities, counties, townships, and multi-jurisdictional groups of local governments within the Metropolitan Area Planning Agency (MAPA) Metropolitan Planning Organization (MPO) Heartland 2050 encourages applications from two or more jurisdictions working together, within county boundaries. Non-profits or other organizations may serve as a partner agency, but a local government must be the project sponsor.

Eligible projects must include a strong emphasis on transportation. Applications could include but are not limited to:

- New and/or revised land use strategies
- Development of transit oriented local “visions” or plans
- Multi-jurisdictional coordination and planning with regard to any of the following: roads and highways, freight and logistics, biking, and walking, and local and regional transit
- Continuity of local streets in study area
- Public and stakeholder participation
- Site assessments to determine feasibility of transit oriented development projects
- Integration of walking, biking, traffic calming, and transit facilities into all areas of the region
- Expansion of multi-modal connections between town centers, employment centers and areas of concentrated poverty.
- Transportation planning for economic development, public and private partnerships, education, and/or workforce development activities.

Project applicants are required to provide a minimum 20% match. However, a greater percentage of local funding will only enhance the competitiveness of an application.

Application Process

Interested parties should submit an application from the project sponsor including applicant contact information, project description, type of assistance requested, estimated project cost, and local match. Interested parties should also include supplementary materials as appropriate to help describe the project.

Applications will be reviewed by a joint committee comprised of MAPA Project Selection Committee and Regional Planning Advisory Committee (RPAC) members . The recommendations of this committee will be reviewed and recommended by the Transportation Technical Advisory Committee and RPAC to the MAPA Policy Board for final approval and incorporation into the Transportation Improvement Program (TIP). Applicants will be provided with program selection and evaluation criteria in the application form.

FY2021 Proposed Program Timeline	
October 31, 2019	Program Announcement and Call for Proposals
January 3, 2020	Applications Due
February 3- March 2, 2020	Public Comment
April 24, 2020	Notification of Awards - MAPA Board

Contact Information & Resources

Questions and requests for additional information may be directed to:

Karna Loewenstein, Communications and Outreach Manager 402-444-6866 ext 225, kloewenstein@mapacog.org

Mike Helgerson, Transportation and Data Manager 402-444-6866 ext. 224, mhelgerson@mapacog.org

Please review the following documents to assist with the development of your application:

Heartland 2050 Vision: http://heartland2050.org/wp-content/uploads/2017/06/h2050_vision_combo2.pdf

Heartland 2050 Action Plan: <http://heartland2050.org/action-plan/>

Close the Gap Plan: <http://heartland2050.org/vision/what-were-doing/>

Close the Gap - Connecting Talent to Work: http://heartland2050.org/wp-content/uploads/2018/09/MAPA_TransportationWhitePaper.pdf

MAPA Bike and Pedestrian Plan: <http://mapacog.org/reports/regional-bicycle-and-pedestrian-plan/>

Primary Applicant Information

Please provide the following contact information for your agency.

1. Applicant (Local Government) *

2. Primary Point of Contact *

3. Department *

4. Phone Number *

5. Mailing Address *

6. Email Address *

Additional Applicant (If Applying Jointly)

Please skip this section if your agency is applying on its own

7. Additional Applicant (Local Government)

8. Point of Contact

9. Department

10. Phone Number

11. Address

12. Email Address

Project information

13. Project Name *

14. Please Describe the Geographic Boundaries of Your Project *

15. Project Area Map (Optional)

Files submitted:

16. Project type *

Mark only one oval.

- Small Area Plan
- Active Transportation Study
- Corridor Study
- Other: _____

17. What are the overall objectives of your project? *

18. Please explain how you plan to implement your project. *

Project Cost & Community Contribution

19. **Estimated Total Project Cost (\$) ***

20. **H2050 Mini-Grant Funding Request (\$) ***

21. **Local Match (Minimum 20%) (\$) ***

22. **Please describe the role your agency's staff will play in facilitating this project.**

Alignment with Heartland 2050

Locally planned projects that benefit the region are a critical part of implementing the H2050 Regional Vision. The sections below help demonstrate the alignment of your community's plans with the Heartland 2050 vision.

23. **Is this project aligned with your community's comprehensive plan or another local plan? ***

Mark only one oval.

Yes

No

24. **If yes, please describe your project's alignment with these plans. ***

25. **Is this project identified in MAPA's Regional Bicycle-Pedestrian Plan?**

Mark only one oval.

Yes

NO

26. If yes, please describe how it is identified.

H2050 Action Plan

Developed by the Heartland 2050 Implementation Committees, the Action Plan lists a series of desired outcomes and the steps needed to achieve them. Please use the space below to describe how your project relates to elements of the H2050 Action Plan.

Action Plan is Available Here: http://heartland2050.org/wp-content/uploads/2017/08/H2050-Action-Plan_October.pdf

27. Please indicate how H2050 Action Plan Outcomes, Strategies or Action Steps are related to your project. *

Heartland 2050 Guiding Principles

Heartland 2050's Guiding Principles were used to develop the goals, strategies, and action steps in the Action Plan. Projects must demonstrate their relationship to one or more of these principles (Equity, Efficiency, Inclusivity, and Local Control/Regional Benefit).

More information about these principles is available in the H2050 Vision Document, available here: http://heartland2050.org/wp-content/uploads/2017/06/h2050_vision_combo2.pdf

28. **Equity**

29. **Efficiency**

30. **Inclusivity**

31. **Local Control & Regional Benefit**

32. Please explain how this project will improve access to employment, education, and/or health care, if applicable.

Regional Significance

33. Please describe the regional significance of this project. Why is this project important to undertake right now? *

34. Is this project a multi-jurisdictional or collaborative effort? *

Mark only one oval.

Yes

No

35. If yes, indicate partners and respective responsibilities.

Powered by



Section 5310 Program Management Plan

Approved 8/30/2018



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A. Introduction

The Omaha-Council Bluffs Metropolitan Area Planning Agency (MAPA) became the Designated Recipient of FTA Section 5310 program funds in 2013. As such, MAPA must detail how it plans to administer the 5310 program in a Program Management Plan (PMP); therefore, this PMP describes MAPA's policies and procedures for administering the Federal Transit Administration's (FTA) Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities program. The PMP is intended to facilitate both MAPA's management and FTA oversight by documenting the agency's procedures and policies for administering these programs in a single document. As shown in Figure 1, this PMP details how a project is selected, incorporated into the appropriate documents for federal funding, contracted, and managed. This is discussed in greater detail in the following pages.

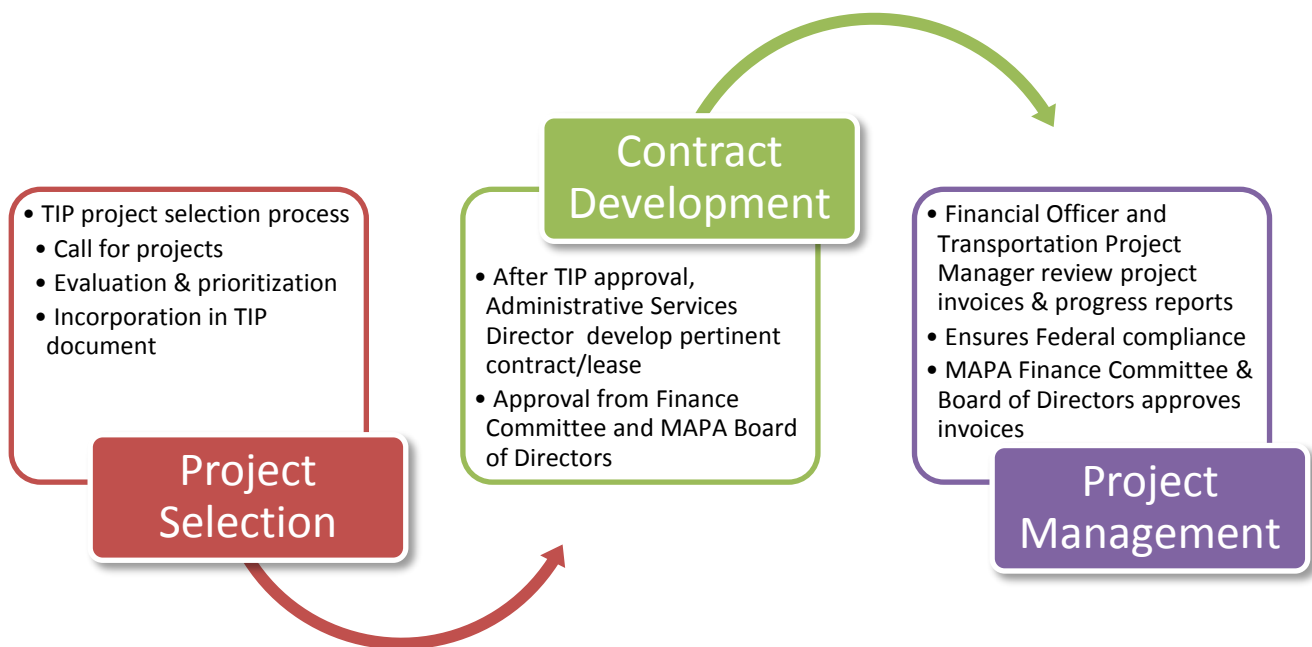


Figure 1: Program management process

MAPA updated its Coordinated Transit Plan in 2018 (<http://mapacog.org/projects/ctc/>). The Coordinated Transit Plan and this Program Management Plan serve the Metropolitan Area Planning Agency (MAPA) Transportation Management Area (TMA) of Douglas and Sarpy Counties in Nebraska and western Pottawattamie County in Iowa, as shown in Figure 2.

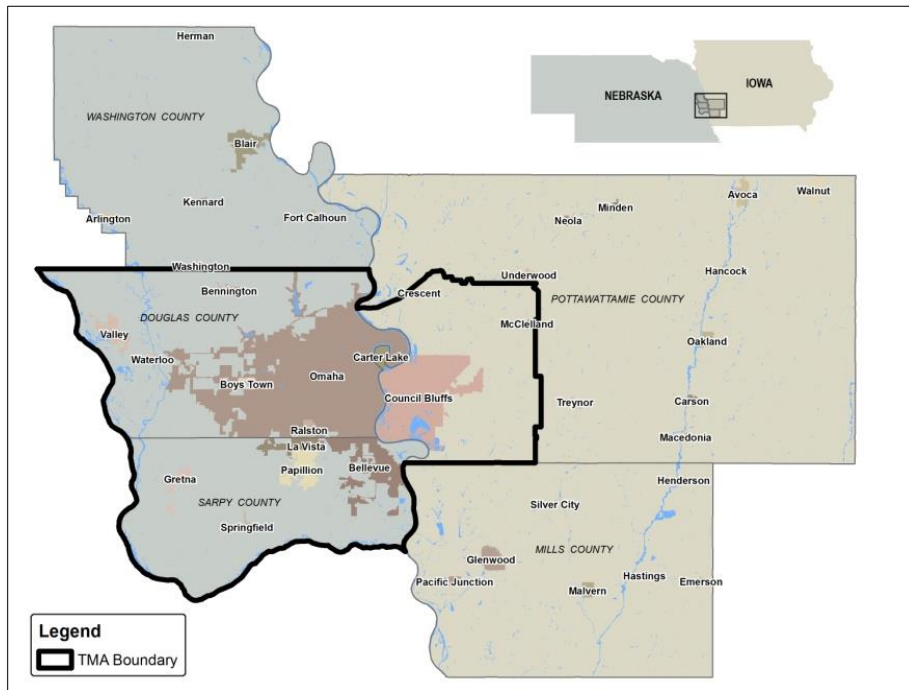


Figure 2: MAPA Region and Transportation Management Area (TMA)

The Coordinated Transit Plan was derived from the efforts of local stakeholders and the public. It is meant to provide information to the general public, local jurisdictions, and agencies so they may develop eligible transportation projects to meet the transportation needs of the elderly, those with disabilities, and the economically disadvantaged. It provides the means and mechanisms to apply for federal funding for such projects.

The Coordinated Transit Committee (CTC) served as the stakeholder group and steering committee during the development of the Coordinated Transit Plan. The CTC is composed of various health and human service agencies, private and not-for-profit providers, city officials, Metro Transit, and concerned citizens. The CTC also evaluates grant applications from eligible applicants (including non-profits, city governments, transit providers, and taxi companies) for Federal Transit Administration (FTA) funding, which MAPA distributes.

B. Authority & Responsibility

FAST Act Statutory Authority and Program History

In 2015, President Obama signed the Fixing America’s Surface Transportation (FAST) Act providing funding for federal surface transportation programs over two years through FY2020.

The FAST Act builds on many of the strengths of prior highway and transit authorizations. It requires projects selected for funding under Section 5310 to be “derived from a locally developed, coordinated public transit-human services transportation plan” and that the plan be “developed through a process that includes representation of public, private, and nonprofit transportation and human services providers.”

FTA Section 5310 Capital for Elderly and Disabled Transportation Funding Program

The Section 5310 program provides formula funding to States and Designated Recipients for the purpose of assisting private nonprofit groups and certain public bodies in meeting the transportation needs of elders and persons with disabilities. Funds may be used only for capital and operating expenses to support the provision of transportation services to meet the specific needs of seniors and individuals with disabilities.

Prior to the passage of MAP-21, the federal transportation legislation preceding the FAST Act, Section 5310 funding was distributed solely to the States of Iowa and Nebraska for distribution by their Departments of Transportation. MAP-21 created an apportioned sub-allocation of 5310 funding for MPOs specifically, ergo MAPA receives an apportionment of funding for the Omaha-Council Bluffs region. MAPA was named the designated recipient of Section 5310 – Elderly and Disabled Program – funds for the Omaha-Council Bluffs Metropolitan Area by the Governors of Nebraska and Iowa in 2013. As such, MAPA works directly with FTA to administer this funding.

The responsibility for application of Section 5310 funds is vested with each organization desiring these funds. Effort will be made to maximize the use of this funding and pool vehicles purchased with these funds to provide a coordinated system of support to those who would be serviced with the vehicles.

Roles and Responsibilities

The governing body for MAPA is a 64-member Council of Officials, representing cities, counties, school districts, resource agencies, and numerous other governmental bodies within the MAPA region. The MAPA Board of Directors is nine-member board that serves as the Council Officials' executive committee. The Board of Directors is comprised of elected officials representing cities and counties from the larger five-county MAPA region. The Board of Directors maintains responsibility over the Coordinated Transit Committee, Section 5310 Program Management, Coordinated Transit Plan development and all amendments. Therefore, the CTC is a direct function of the MAPA transportation planning process. The CTC is a stakeholder committee to the Transportation Technical Advisory Committee (TTAC), which was created on behalf of the MAPA Board of Directors and the MAPA Council of Officials. The voting members of the Council of Officials and MAPA Board of Directors are composed of elected officials. Figure 3 displays the roles and responsibilities of the MAPA Council of Officials, Board of Directors, Transportation Technical Advisory Committee, and the Coordinated Transit Committee.

The MAPA Board of Directors annually confirms the appointment of a Coordinated Transit Committee Chair to facilitate meetings, confer with MAPA staff and work to forward the goals and actions of the Coordinated Transit Plan.

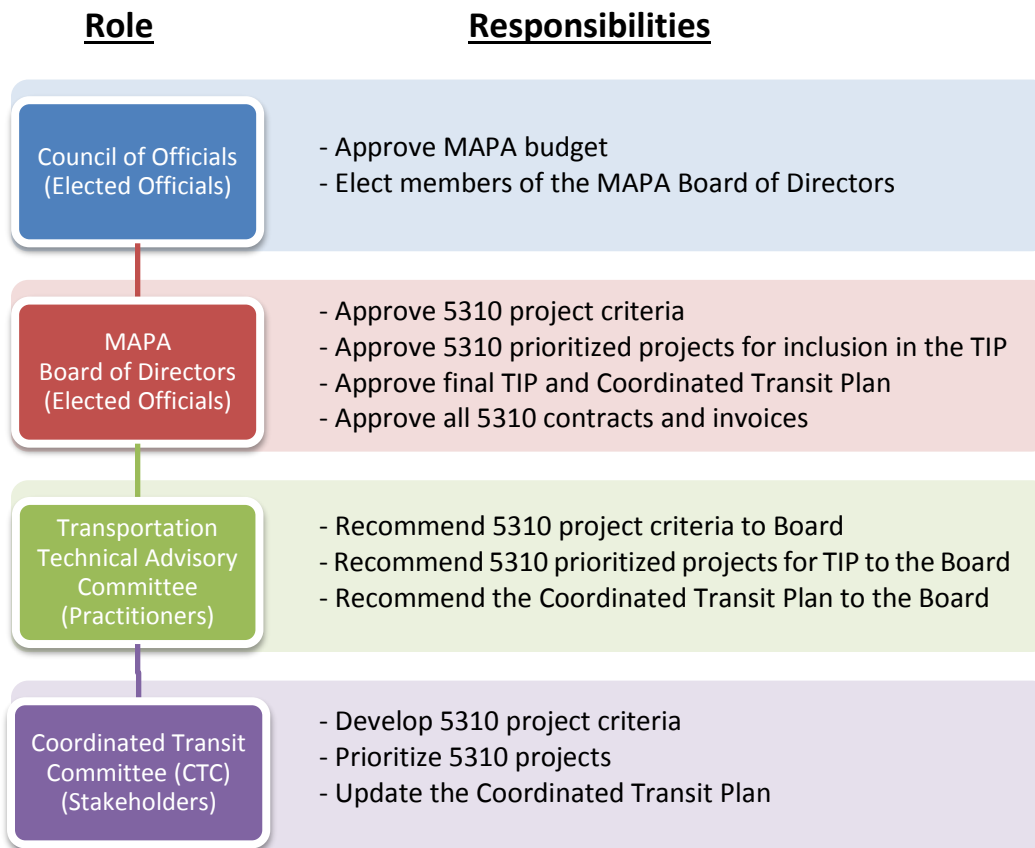


Figure 3: MAPA Roles and Responsibilities

As the primary mechanism for instituting the 5310 program goals and coordination effort is through the Coordinated Transit Committee, Table 1 details the responsibilities of the CTC and MAPA.

Table 1: Roles and Responsibilities
Coordinated Transit Committee (CTC)
Develop an inventory of existing transportation services available in the MAPA TMA
Create a list of unmet transportation needs that could be remedied by the use of Section 5310 funds
Develop strategies to address unmet transportation needs and deficiencies that could be funded by Section 5310 funds or a combination of other transit funding sources
Provide oversight and guidance in the development of the Coordinated Transit Plan
Development of the 5310 criteria, policy guide, and application
Evaluate and prioritize projects for federal funding
MAPA Staff
Planning and technical assistance
Mobility coordination
Development and management of the Coordinated Transit Plan
Development and management of the Transportation Improvement Program (TIP)
Development and management of the 5310 Program of Projects (POP)
Management and administration of 5310 apportionment balance
Grant management using FTA’s grant management system and spreadsheets

Planning and Technical Assistance

MAPA, as the designated recipient of 5310 funding, may apply for up to 10% of each yearly apportionment to each program. These funds support program administration, planning and technical assistance. MAPA will make use of these administrative funds to offset administrative program oversight costs related to the development and maintenance of a coordinated transit plan, technical assistance to potential applicants, and maintenance of the management plan and processing of grant applications.

MAPA staff also facilitates and coordinates the Coordinated Transit Committee meetings, preparing meeting materials and agendas. MAPA works with “transportation service providers, human service agencies and related stakeholders to coordinate, encourage and implement plans, actions and programs to enhance the transportation opportunities of the elderly, disabled and economically disadvantaged.

FTA Requirements

FTA requires designated recipients to produce a Coordinated Transit Plan (CTP) and a 5310 Program Management Plan (PMP). The CTP is a locally developed plan which identifies transportation needs in the MAPA region, provides strategies for meeting those needs, and prioritizes transportation services and projects for funding and implementation. The PMP states the policies and procedures for administering the Section 5310 program. Both of these documents were produced with the help of the Coordinated Transit Committee (CTC).

FTA also requires projects be included in the MAPA Transportation Improvement Program (TIP), thus MAPA has aligned the 5310 selection process with the yearly development of the TIP. MAPA performs a single call for projects for all funding types, including 5310, in the fall/winter. Projects which are selected for 5310 funding are incorporated into the draft TIP.

Transfer of Funds

Per the requirements of the FAST Act, 5310 funds apportioned to large UZAs may not be transferred to other areas. Transfer of 5310 funds to other programs are also not permitted (C 9070.1G, p.III-6). However, States are allowed to transfer funds from rural areas to urbanized areas of less than 200,000 in population. MAPA will ensure that all Section 5310 funds are expended on projects for eligible 5310 activities within the MAPA TMA—including instances when state funds are made available to organizations and agencies in the MAPA region.

Coordination

MAPA works with the Nebraska Department of Transportation, the Iowa Department of Transportation, Metro Transit (the Transit Authority of the City of Omaha), and the Coordinated Transit Committee to encourage and enhance coordination at the project level. MAPA engages these partners as a part of the Coordinated Transit Planning process every five (5) years. Each year the CTC is responsible for developing project selection criteria that reflect the needs, goals, and strategies identified during the development of the Coordinated Transit Plan. Members of the Coordinated Transit Committee, personnel from the Nebraska Department of Transportation, and the Iowa Department of Transportation are involved with every step of this process and provide input and feedback on the project selection criteria. Members of the CTC, other non-profits, Metro Transit, and local governments develop projects which fulfill the goals, objectives, and strategies. These are scored by using the project selection criteria developed by the CTC. This process is shown in Figure 4.

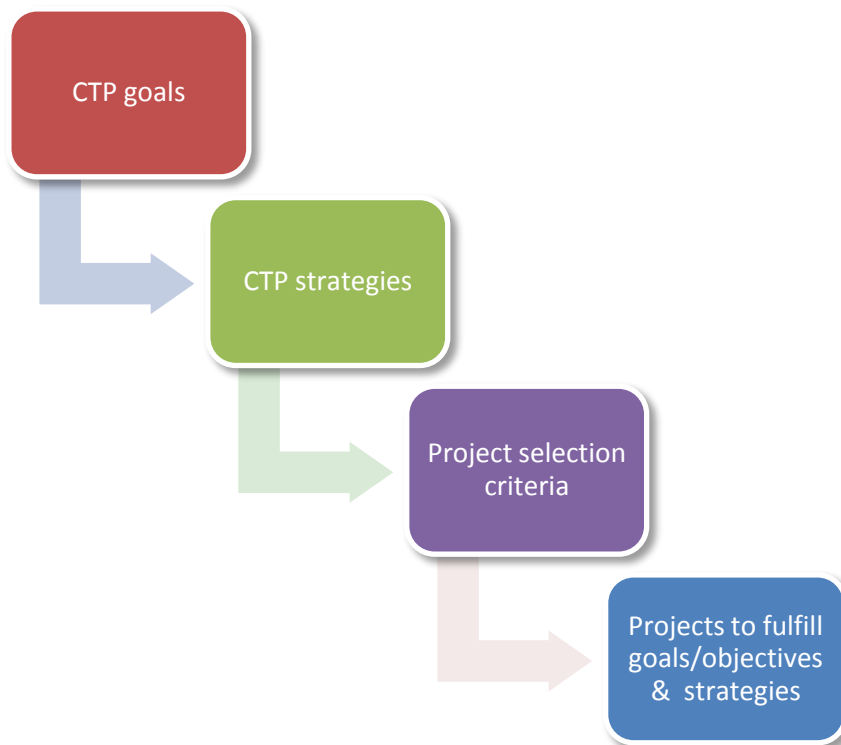


Figure 4: 5310 Coordination Process

The overall goal of the coordinated transit planning effort is to meet the expectations as defined by MAP-21 and the FTA for human service transit projects receiving federal funds under Section 5310.

Goals and Strategies

As a part of the development of both the 2018 Coordinated Transit Plan and Section 5310 Project Selection Criteria, the Coordinated Transit Committee (CTC) developed three goals for the committee and the region. They were developed through a collaborative development process over several months of CTC meetings and are included in the 2018 Coordinated Transit Plan, which was approved by the Transportation Technical Advisory Committee (TTAC) and the MAPA Board of Directors in. Before plan adoption the Coordinated Transit Plan undertook a 30-day public comment period.

1 Enhance Collaboration

Improve efficiencies through inter-agency cooperation.

2 Raise Community Awareness

Include additional, and more diverse, voices into the transportation planning process; highlight the issues of those with impaired mobility; and promote current services.

Bring more people into the conversation, shine a light on the challenges for those with limited mobility, and promote services that currently exist.

3 Provide Options and Connections

Maintain and improve transportation options for all in the region regardless of zip code and income.

The CTC decided on six strategies to achieve these goals. Combined, these goals and strategies serve as the basis for all work the Coordinated Transit Committee completes and are used when Section 5310 projects are selected annually.

- Continue to expand coordinated dispatching in the region through existing call centers
- Utilize the CTC message board to its fullest
- Develop resource list for area nonprofits
- Identify foundation grants and opportunities that CTC members may be eligible for
- Work as a committee to partner on grants and projects
- Raise funds through a special entity developed by the committee for events like Omaha Gives

C. Programming process

This section discusses the programming process including eligible activities, sub-recipients, the local match requirements, project selection, and the implementation mechanism.

Eligible Activities

The 5310 Circular, FTA C 9070.1G (6/6/14), provides very specific guidance on eligible activities and sub-recipients. At least **55%** of the apportionment must be spent on “Traditional” capital projects, such as those public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable. And up to **45%** of the apportionment may be utilized for “Other/New Freedom” types of projects that are:

- A) Public transportation projects that exceed the requirements of the ADA,
- B) Public transportation projects that improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit,
- C) Alternatives to public transportation that assist seniors and individuals with disabilities.

* Note- Operating assistance for required ADA complementary paratransit service is not an eligible expense for the 45% “Other/New Freedom” category (C 9070.1G, p. III-15).

This prescribed eligibility list is partly due to the merging of New Freedom activities into the traditional Section 5310 program. But this adds a level of complexity to determining eligible activities, especially considering the 55% threshold is a floor, meaning a **minimum of at least 55%** must be spent on the “Traditional” capital projects. A detailed summary of eligible activities by category type are shown in Table 2.

Per the requirements of the FAST Act, government agencies using Section 5310 funds for traditional projects must either:

- Be approved by the state to coordinate services for seniors and individuals with disabilities, or
- Certify to the governor that there are no nonprofit corporations readily available in the area to provide the service

Other/New Freedom projects do not carry this requirement and can be undertaken by any eligible subrecipient.

Table 2: Summary Table of Eligible Activities and Sub-Recipients

	Activities	Eligible Sub-Recipients
<p>55% “Traditional” Capital Projects (Must)</p>	<p>a. Rolling stock and related activities for <u>Section 5310-funded vehicles</u></p> <ol style="list-style-type: none"> (1) Acquisition of expansion or replacement buses or vans, and related procurement, testing, inspection, and acceptance costs; (2) Vehicle rehabilitation or overhaul; (3) Preventive maintenance; (4) Radios and communication equipment; and (5) Vehicle wheelchair lifts, ramps, and securement devices. <p>b. Passenger facilities <u>related to Section 5310-funded vehicles</u></p> <ol style="list-style-type: none"> (1) Purchase and installation of benches, shelters, and other passenger amenities. <p>c. Support facilities and equipment for <u>Section 5310-funded vehicles</u></p> <ol style="list-style-type: none"> (1) Extended warranties that do not exceed the industry standard; (2) Computer hardware and software; (3) Transit-related intelligent transportation systems (ITS); (4) Dispatch systems; and (5) Fare collection systems. <p>d. Lease of equipment when lease is more cost effective than purchase</p> <p>e. Acquisition of transportation services under a contract, lease, or other arrangement. This may include acquisition of ADA-complementary paratransit services when provided by an eligible recipient or sub-recipient. Both capital and operating costs associated with contracted serve are eligible capital expenses. User-side subsidies are considered one form of eligible arrangement.</p> <p>f. Mobility management and coordination programs</p> <p>g. Capital activities (e.g., acquisition of rolling stock and related activities, acquisition of services, etc.) to support ADA-complementary paratransit service, so long as the service is provided by an eligible recipient/sub-recipient (C 9070.1G, p. III-10)</p>	<ul style="list-style-type: none"> • Private Non-Profit Organizations • State or Local Governmental Authorities that are either: <ul style="list-style-type: none"> ○ Approved by a state to coordinate services for seniors and individuals with disabilities; or ○ Certify that there are no non-profit organizations readily available in the area to provide the service

Table 2: Summary Table of Eligible Activities and Sub-Recipients (Continued)

	Activities	Eligible Sub-Recipients
<p>45% “Other/New Freedom” Types of Projects (May)</p>	<p>a. <u>Public transportation projects (capital only) planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable;</u></p> <p>b. <u>Public transportation projects (capital and operating) that exceed the requirements of the ADA.</u></p> <p>(1) Enhancing paratransit beyond minimum requirements of the ADA.</p> <p>a. Expansion of paratransit service parameters beyond the 3/4 mile required by the ADA;</p> <p>b. Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services;</p> <p>c. The incremental cost of providing same day service;</p> <p>d. The incremental cost (if any) of making door-to-door service available to all eligible ADA paratransit riders, but not on a case-by-case basis for individual riders in an otherwise curb-to-curb system;</p> <p>e. Enhancement of the level of service by providing escorts or assisting riders through the door of their destination;</p> <p>f. Acquisition of vehicles and equipment designed to accommodate mobility aids that exceed the dimensions and weight ratings established for wheelchairs under the ADA regulations and labor costs of aides to help drivers assist passengers with oversized wheelchairs.</p> <p>g. Installation of additional securement locations in public buses beyond what is required by the ADA.</p> <p>(2) <u>Feeder services.</u> Accessible “feeder” service (transit service that provides access) to other modes, for which complementary paratransit service is not required under the ADA.</p> <p>c. <u>Public transportation projects (capital and operating) that improve accessibility.</u></p> <p>(1) Making accessibility improvements to transit and intermodal stations not designated as key stations.</p> <p>(2) Travel training</p> <p>d. <u>Public transportation alternatives that assist seniors and individuals with disabilities with transportation (capital and operating).</u></p> <p>(1) Purchasing vehicles to support accessible taxi, ride-sharing, and/or vanpooling programs.</p> <p>(2) Supporting the administration and expenses related to voucher programs for transportation services offered by human service providers.</p> <p>(3) Supporting volunteer driver and aide programs.</p>	<ul style="list-style-type: none"> • Private Non-Profit Organizations • Public Transportation Operators • State or Local Governmental Authorities • Private Taxi Companies (providing shared-ride taxi service)

Eligible Sub-Recipients

Specific criteria must be met for sub-recipients to be eligible for 5310 funding:

1. Projects must be submitted by eligible organizations within the MAPA TMA. The TMA encompasses Douglas and Sarpy Counties in Nebraska and the urbanized area surrounding Council Bluffs in Pottawattamie County, Iowa. This includes organizations within Bennington, Bellevue, Carter Lake, Omaha, Gretna, Council Bluffs, Ralston, La Vista, Crescent, Valley Papillion, McClelland, Waterloo, and Springfield. For a map of the MAPA TMA, please refer to Figure 2 on page 2.
2. The FAST Act designates two separate project types within the 5310 funding. These have differing eligible sub-recipients: “Traditional” and “Other”. Table 2 (on the previous page) provides a summary of the eligible activities and sub-recipients by 55% “Traditional” and 45% “Other”.
3. Projects must meet the intent of MAPA’s Long Range Transportation Plan as required by federal law and USDOT regulations.
4. Project must demonstrate consistency with the goals of the Coordinated Transit Plan at the time of application.
5. Have a minimum match of 20 percent for capital and 50 percent for operations of local (non-federal) funding as required by the FAST Act.

Following project selection, projects will be incorporated into the Transportation Improvement Program (TIP) and the Program of Projects (POP) will be attached to the Coordinated Transit Plan. MAPA will ensure the 55/45 split for each year is achieved as applications are reviewed, approved and programmed during the development of the Program of Projects (POP).

Local Share and Local Funding Requirements

Section 5310 funds are offered for capital purchases of vehicles with 80% of the cost provided by Federal funding. Operations funds can be offered directly to the sub-recipient or through Third Party Contracts at a maximum of 50% Federal funds. Additionally, operations can be capitalized through “capitalized cost of contracting” at the 80/20 capital split; however, specific conditions must be met before this can be approved by MAPA. A breakdown of the Section 5310 matching funds requirements are displayed in Table 3.

Table 3: Section 5310 Funds Matching Requirements	
Types of Funding	Federal Grant/Local Match
Capital	80/20
Operating	General Operations - 50/50 Capitalized Cost of Contracting - 80/20
Planning	80/20
Administration	100/0

Local Match

All local match funds for Section 5310 must be provided from sources other than those provided by the U.S. Department of Transportation. Such sources may include:

- State or local appropriations
- Other non-transportation federal funds that are eligible to be used for transportation, i.e.:
 - Temporary Assistance for Needy Families (TANF)
 - Medicaid
 - Employment training programs

- Rehabilitation services
- Administration on Aging
- Tax revenues
- Private donations
- Revenues for human service contracts
- In-kind donations such as volunteered services, as long as the value of the donations are documented and supported and are a cost that would otherwise be eligible under the program. (MAPA must confirm the in-kind local match is appropriate.)
- Income from contracts to provide human service transportation or other net income generated by social service agencies

Project Selection Criteria and Method of Distributing Funds

Application and Approval Process

The application process follows a predetermined set of requirements developed by the CTC. These requirements delineate the competitive project selection timeline and the 5310 policy guide (which includes the selection criteria and application) and are determined before the call for projects. An application for the Section 5310 funding is available to potential candidates on request and is on the MAPA website (<http://mapacog.org/projects/ctc/>). Completed forms and related information will be scored by MAPA staff and subsequently reviewed by the CTC.

Notice of Availability

MAPA, on behalf of the CTC planning committee, will follow the MAPA Public Participation Plan to disseminate information regarding potential Section 5310 funds and how to apply. Application information will be listed on the MAPA website. Additionally, MAPA will send notices to Coordinated Transit Committee stakeholders providing similar information. All public notices, access to information and dissemination of materials will be in accordance with guidelines stated in the MAPA Public Participation Plan (<http://mapacog.org/projects/public-participation-plan/>).

Application Form

Application forms for the 5310 funding source will be updated to optimize the selection process according to CTC preference. The application forms (Traditional-Capital and Other/New Freedom-Capital & Operations) are located online at: <http://mapacog.org/projects/ctc/> and are included in Appendix B.

Application Procedures

Applications for the 5310 program should be completed based on the criteria and eligibility requirements stated for the program. Applications will be reviewed once a year, currently in January. All applications should be submitted on or before the determined due date. Applications received after the deadline will be reviewed and prioritized in the next funding cycle.

Once received, project applications will be:

- Reviewed for eligibility based on the requirements for 5310 funding
- Forwarded for further review or rejected based on eligibility

Eligible projects will then be:

- Reviewed, scored, and rated on criteria established by the CTC
- Prioritized by the merit of the project
- Approved by the CTC and recommended to the TTAC and the MAPA Board of Directors
- Programmed in the MAPA TIP based on funding availability

Project Ranking

Following an initial eligibility determination, project applications are evaluated and scored by the 5310 Project Selection Subcommittee based upon their particular project type (capital, operations, or both) and the information supplied. MAPA staff will then present the scores to the CTC for review. The 5310 Project Selection Subcommittee will recommend a prioritization of projects to the CTC for approval to be incorporated into the draft MAPA Transportation Improvement Program (TIP) as allowed by fiscal constraint. All projects will be prioritized and programmed as funding amounts will allow. Projects not receiving funding will be put on a backup list, listed by their priority, in case additional funds become available.

All Section 5310 applications which meet eligibility requirements will be scored individually using MAPA's 5310 Project Selection Manual, the contents of which are included here:

Federal Transit Administration (FTA) Section 5310 project selection in the MAPA region is broken into two major categories – Capital Projects and Operations Projects. Capital projects include, but are not limited to, vehicles, accessibility add-ons, information technology systems, maintenance, communication equipment, and contracted services. Operations projects focus on administrative expenses and help to pay for wages, fuel costs, and other expenses that do not fall under the FTA's definition of capital project. Section 5310 funds carry the following restrictions:

- Projects must be geared toward serving the target population (disabled and elderly individuals)
- Projects must be transportation related
- At least 55% of the region's apportionment must be spent on capital projects; no more than 45% may be used for operations
- Up to 80% of a capital project's total cost can be paid for with Section 5310 funds, the remaining 20% must come from a local source
- Up to 50% of an operations project's total cost can be paid for with Section 5310 funds, the remaining 50% must come from a local source

Additional details about the Section 5310 program and its requirements can be found in [FTA Circular C 9070.1G](#).

5310 Project Selection Subcommittee

Evaluation of projects will be done by a subsection of MAPA's Coordinated Transit Committee. The subcommittee will consist of:

- 2 MAPA Staff Members
- 2 Nonprofit Representatives
- 2 Municipal Representatives
- 1 Representative from Metro Transit

Only those members of the CTC whose agencies are not being evaluated to receive funding that year will be eligible to sit on this subcommittee.

Evaluation of all projects will take a combined qualitative-quantitative approach. Committee members will score projects according to the criteria outlined below and will be empowered to adjust rankings in cases where quantitative measures are insufficient.

Analysis of Regional Significance

Section 5310 projects will be evaluated based on their contribution to the region. MAPA, assisted by a project selection committee comprised of non-award-seeking members of the Coordinated Transit Committee, will make this determination based on the following criteria:

- **Ridership**
Total ridership, ridership per vehicle, and ridership by population served will all be analyzed to help determine the significance of the agency's program. The goal is to ensure funds are used efficiently by awarding them to agencies with a large impact in the region.
- **Service Availability**
Where and when the agency operates are important considerations because it may be the only option for service in the area or at a specific time. If either of these are the case the agency will have increased priority for funding.
- **Priority of Service Type**
The project selection committee will consider the type(s) of service the agency provides. Medical trips are weighed most heavily, followed by Employment, Education, General Living (grocery, home needs), and finally Social/Recreational trips.
- **Sustainability**
Agencies must demonstrate an ability to carry on the program in the absence of these funds. In addition to a required letter of commitment to complete the project, the project selection committee will evaluate sustainability based on:
 - Letters of Support
 - Availability of other sources of funding identified by the applicant
 - The agencies capacity to bill for and adhere to the stipulations of the 5310 program through past successful experiences with state and federal funds
 - Plans for programs, both by the application and partner agencies, for how this project will expand future services and fill anticipated gaps in service

Capital Projects

All capital projects will be evaluated using the analysis of regional significance as outlined above. Applications will be separated into two categories: the Vehicle Replacement Program and New Capital Projects.

Vehicle Replacement Program

Capital funds in the MAPA region have historically been used for replacing vehicles in programs focused on transporting disabled and/or elderly individuals. MAPA's project selection process for capital projects takes this into account through a vehicle replacement program. MAPA maintains a database of eligible subrecipients and their fleets, evaluating their programs for regional significance when vehicles reach the end of their useful life.

Agencies seeking to replace vehicles with 5310 funds must submit an application to be entered into the database. At this stage applicants must meet the following criteria:

- Vehicles to be replaced must be part of a program that meets federal requirements under Section 5310

- Vehicles to be replaced must be part of a program that is in line with the goals established in MAPA's Coordinated Transit Plan

Each year MAPA will develop a replacement program two years in advance. For example, in 2018 MAPA would develop the replacement program for 2020. Each year's program will be developed with the following process:

Step One: Evaluate vehicle condition

Eligible vehicles in MAPA's database will be sorted by useful life. Vehicles at or nearing the end of their useful life will be prioritized for replacement. A cut line will be established based on available funding.

Step Two: Evaluate programs for regional significance

Agencies with vehicles determined to be eligible for replacement in step one will undergo an analysis of regional significance.

New Capital Projects

Any capital project that is not strictly a vehicle replacement can apply for funds as a new capital project. Starting new programs is the true intent of the 5310 program and eligible new capital projects found to be regionally significant will be given priority over vehicle replacement. In addition to being analyzed for regional significance as outlined above, new capital projects must meet one of the following criteria:

- The project must be part of the creation of a brand new transit program
- The project must be part of a significant expansion (as determined by the Project Selection Subcommittee) of an existing transit program

Operations Projects

All operations projects will be evaluated using the analysis of regional significance as outlined above. Applications will be separated into two categories: Maintenance of Existing Service and Expanded/New Service.

Continuing Service Program

Similar to capital projects, operations funds in the MAPA region have historically been used for through the continuing service program.

Agencies seeking to maintain service with 5310 funds must submit an application to be entered into the database. At this stage applicants must meet the following criteria:

- Operations must be part of a program that meets federal requirements under Section 5310
- Operations must be part of a program that is in line with the goals established in MAPA's Coordinated Transit Plan

Each year MAPA will develop a continuing service program two years in advance. For example, in 2018 MAPA would develop the program for 2020. Funds for a given year will be distributed based on an evaluation of each applicant's regional significance.

New Operations Projects

Any operations project that proposes benefits beyond maintaining existing service can apply for funds as a new operations project. Starting new programs is the true intent of the 5310 program and eligible new

operations projects found to be regionally significant will be given priority over continuing service. In addition to being analyzed for regional significance as outlined above, new operations projects must meet one of the following criteria:

- The project must be part of the creation of a brand new transit program
- The project must be part of a significant expansion (as determined by the Project Selection Subcommittee) of an existing transit program

Project Implementation

Projects are implemented through a tiered process. Project selection is the purview of the Coordinated Transit Committee (CTC). Projects selected and prioritized by the CTC will be presented to the MAPA Transportation Technical Advisory Committee and Board of Directors for final approval, programming, and implementation. As the CTC determines appropriate additional criteria, further categories may be included in the future. The MAPA CTC 5310 Policy Guide is reviewed annually and includes the most up to date criteria for project selection (<http://mapacog.org/projects/ctc/>).

Once a project is selected during the Transportation Improvement Program (TIP) development cycle it is included in the draft TIP document, which goes through a public participation process and is eventually approved. There may be instances when funding needs to be allocated outside of the annual process based on need, regulation, or other situations. For these projects, applications will be reviewed and approved by the Coordinated Transit Committee, TTAC, and the MAPA Board. Then the project funding will be amended into the current TIP document.

Concurrently, during the TIP development cycle, the projects selected for 5310 funding are listed in an annual Program of Projects (POP). The POP and two meeting minutes of the Coordinated Transit Committee will be attached to the 2014 Coordinated Transit Plan as a part of Appendix G. (The meeting minutes are required by the Iowa Department of Transportation.) The POP will go through the TIP public participation process, giving the public ample time to comment on the projects. The amended Appendix G of the Coordinated Transit Plan and a separate POP file will be uploaded to the MAPA website yearly. This information will be located at <http://mapacog.org/projects/ctc/>.

Actual funding provisions are at the discretion of the MAPA Board. Funding may be made available in total or in part for any given project.

Once a project is incorporated into the TIP and the funding is available, MAPA will insert the project into the Federal Transit Administration's (FTA) grant management system. The project description will include the date of TIP approval and inclusion in the Coordinated Transit Plan, along with other pertinent information, such as name of agency and purpose of the project.

Concurrent to approval in FTA's grant management system, MAPA will begin developing the contract between MAPA and the sub-recipient. This contract will be signed once the grant is approved in FTA's grant management system and portions of the grant agreement can be attached to the contract.

Finally, the sub-recipient can commence grant activity based on the day State TIP approval was granted. MAPA will work with the agency to ensure a complete invoice packet is submitted including all necessary supporting documentation and progress reports. The MAPA Finance Committee and the MAPA Board of Directors will approve the invoice packet. Following approval, MAPA will use the FTA grant reimbursement system, ECHO, to draw down funds and MAPA will cut a check for the sub-recipient. Figure 5 displays the project implementation schedule.

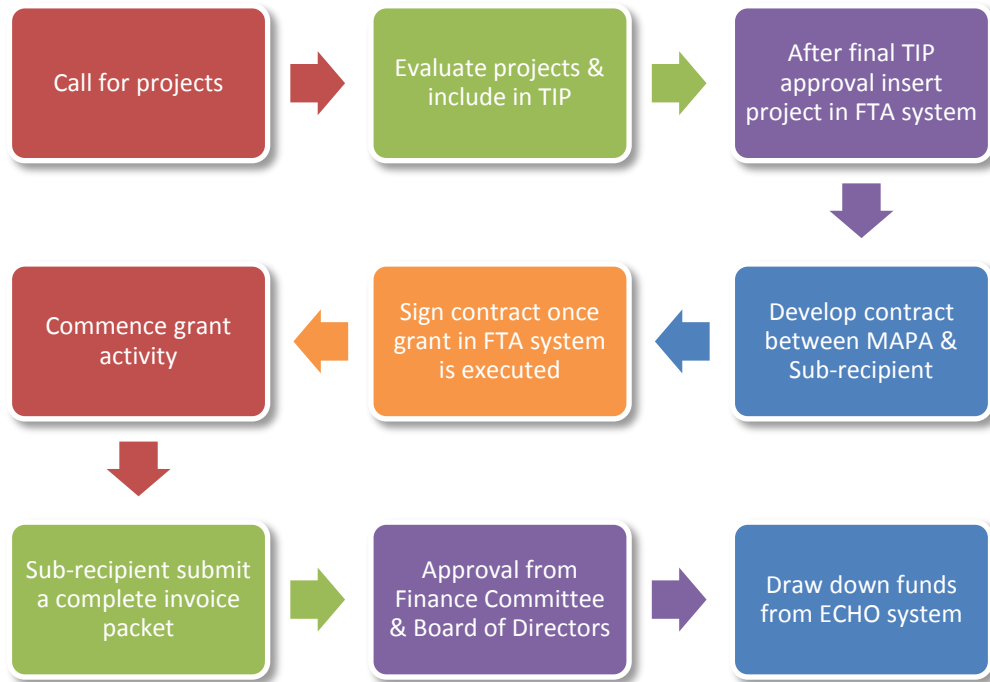


Figure 5: Project implementation schedule

D. Private Sector Participation

MAPA continues to work to increase the diversity of agency and organizational members of the Coordinated Transit Plan development and 5310 funding opportunities through targeted outreach. To date, there are few (if any) private providers of public transportation within the MAPA region; as such opportunities for coordination are limited. However, MAPA will continue to explore ways to enhance non-profit and private sector participation the Coordinated Transportation planning process.

Private sector transportation providers, along with transportation users from the private sector are invited to be involved in the monthly Coordinated Transit Committee meetings. Those providers and individuals will continue to be kept apprised of the transportation programs in their areas. Press releases, mailings and e-mail correspondence will be used to involve them and any other private sector entities that may be interested in the process for this program. Additionally, information about MAPA’s programs and opportunities available to private providers will be made accessible on the MAPA website.

E. Civil Rights

MAPA fully complies with the requirements under Title VI of the Civil Rights Act of 1964, and assures the compliance of each third party contractor at any tier and each sub-recipient at any tier under the project.

MAPA will seek, from all approved candidates, a written certification of compliance pertaining to Civil Rights, Title VI, Equal Employment Opportunity (EEO), and Disadvantaged Business Enterprise (DBE) regarding the grantee’s facility and services. MAPA will also insist on being informed, in writing, of any lawsuit, litigation or civil rights complaints made against the grantee organization. Additionally, MAPA will

accept, in writing, any updates on the status or outcome of active or pending lawsuits throughout the period of the approved grant. Furthermore, when selecting projects MAPA will prioritize projects that are located within the Environmental Justice areas and areas where transit dependent populations reside, but aren't currently served by the transit system.

MAPA, in turn, will make all documents related to Civil Rights reporting part of the permanent file of the project. The MAPA Title VI Plan and program is located on its website at <http://mapacog.org/about/what-is-mapa/civil-rights/>.

F. Section 504 and ADA Reporting

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of disability by recipients (and also sub-recipients) of federal financial assistance. The Americans with Disabilities Act of 1990 (ADA), as amended (42 U.S.C. 12101 et seq.), prohibits discrimination against qualified individuals with disabilities in all programs, activities, and services of public entities, as well as imposes specific requirements on public and private providers of transportation.

As in other federal assistance programs, special efforts to meet the transportation needs of disabled persons are confirmed through an ongoing process.

MAPA will seek, from all approved candidates, a written certification of compliance pertaining to ADA directives. MAPA, in turn, will make all documents related to ADA reporting part of the permanent file of the project. This documentation will include information regarding the ADA accessibility of vehicles purchased through the 5310 program and executed, contracted assurances for sub-recipients. MAPA will incorporate the relevant elements Section 5310 program administration into the agency's Title VI Plan. This plan provides the overarching framework for MAPA's administration of federal funds and programs in compliance with the ADA and other Title VI requirements.

The current MAPA ADA Compliance Plan and Policy Statement is located on its website at <http://mapacog.org/about/what-is-mapa/civil-rights/>.

G. Program Measures

MAPA will require sub-recipients to submit annual reports containing federally established measures for the 5310 program (C 9070.1G, p.II-2.). These include, but not limited to:

Traditional Section 5310 Projects

1. **Gaps in Service Filled.** Provision of transportation options that would not otherwise be available for seniors and individuals with disabilities measured in numbers of seniors and people with disabilities afforded mobility they would not have without program support as a result of traditional Section 5310 projects implemented in the current reporting year.
2. **Ridership.** Actual or estimated number of rides (as measured by one-way trips) provided annually for individuals with disabilities and seniors on Section 5310– supported vehicles and services as a result of traditional Section 5310 projects implemented in the current reporting year.

Other Section 5310 Projects

1. **Increases or enhancements** related to geographic coverage, service quality, and/or service times that impact availability of transportation services for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year.
2. **Additions or changes** to physical infrastructure (e.g., transportation facilities, sidewalks, etc.), technology, and vehicles that impact availability of transportation services for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year.
3. **Actual or estimated number of rides** (as measured by one-way trips) provided for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year.

H. Section 5310 Program Management

The Section 5310 program management will be completed by multiple facets of the MAPA agency. The transportation section planners and manager will provide the program management, general review of projects, overall program financial tracking, and review invoice packets. The MAPA Finance Committee and the MAPA Board of Directors will review and approve contracts and invoices. The Administrative Services Director will track the financial aspect of each project, complete draw downs, and review invoice packets. Additionally, the Administrative Services Director will coordinate financial management, accounting systems, audits and management or financial reviews, the close out process, and required reporting.

Procurement

MAPA coordinates with the Nebraska Department of Transportation and the Iowa Department of Transportation to procure vehicles for the 5310 program. Both states maintain FTA compliant procedures and documentation related to the procurement of vehicles with federal funds.

Financial Management

MAPA maintains the FTA financial management systems for financial reporting and accounting records. All systems and procedures for financial management must comply with 49 CFR 18.20, the “Common Rule.”

MAPA develops contracts with approved sub-recipients for operations projects and some non-vehicle purchase capital projects. These contracts include a detailed scope of work and budget. For projects including capital elements, the type of equipment and its intended use must be included. For operational assistance scopes of work, the clients, service area, time-period, and other pertinent information must be included. These contracts are not be signed by MAPA and the sub-recipient until the grant has been executed and FTA funds are secured.

As the 5310 program is a reimbursement-based program, all project related capital and operating expenditures must be incurred locally and reported to MAPA after the contract has been executed. As stated previously, the appropriate local share requirement (20% capital and 50% operational) must be met before reimbursements will be granted. Sub-recipients must retain the original receipts for all eligible project expenditures and attach them to reimbursement requests. In the case of capital projects, sub-recipients will be required to attach copies of vendor invoices to reimbursement requests.

Accounting Systems

The MAPA Accounting system shall establish and maintain accounts for the project in a manner consistent with OMB Circular A-133 and in accordance with applicable provisions of 23 CFR 172. Expenditures shall be in conformance with the standards for allowability of costs set forth in OMB Circular A-87 and the contract cost principles and procedures set forth in 48 CFR Part 1.31.6 of the Federal Acquisition Regulation system. MAPA shall establish and maintain separate accounts for expenditures for each federal grants.

MAPA shall establish and maintain a system of controls over sub-recipient monitoring. As a part of the sub-recipient monitoring, MAPA shall require sufficient documentation to be provided as support for pass-through expenditures. MAPA shall also monitor the matching effort and project budgets.

Property Management

The Nebraska Department of Transportation and the Iowa Department of Transportation handle the procurement of vehicles for MAPA's 5310 program. Such vehicles are governed by the program management plans of their respective states. Recipients of these vehicles are required to follow all pertinent management procedures and restrictions of the program management plan of the procuring agency.

Iowa DOT State Management Plan:

<https://iowadot.gov/transit/publications/StateManagementPlan.pdf>

Nebraska DOT State Management Plan:

https://www.nebraskatransit.com/NDOR_Documents/General_Transit_Documents/SMP-approved-aug2015.pdf

Audits and Management or Financial Reviews

MAPA and the sub-recipients shall maintain an accurate cost-keeping system as to all costs incurred in connection with the subject of the FTA project and shall produce for examination books of account, bills, invoices and other vouchers, or certified copies thereof if originals are lost, at such reasonable time and place as may be designated by MAPA, FTA or a designated Federal representative and shall permit extracts and copies thereof to be made during the contract period and for three years after the final FTA-MAPA audit is completed, resolved and closed.

MAPA and the sub-recipients shall at all times afford a representative of MAPA, FTA, or any authorized representative of the Federal government, reasonable facilities for examination and audits of the cost account records, shall make such returns and reports to a representative as he may require, shall produce and exhibit such books, accounts, documents and property as the representative may desire to inspect, and shall in all things aid him in the performance of audit duties.

MAPA and the sub-recipients shall be responsible for meeting the audit requirements of OMB Circular A-133, or any revision or supplement thereof. OMB Circular A-133 states that when expenditures of total federal awards, whether pass-through or direct, exceed \$500,000 in a fiscal year, an A-133 Audit is required. Pass-through monies from MAPA shall be separately identified on the Sub-recipients' Schedule of Expenditures of Federal Awards as reported in their financial audit.

Close out

After the project has been completed in accordance with the written agreement between MAPA and the sub-recipient, MAPA will close out the contract. If this is the last project within a grant in FTA's grant management system, then that grant will also be closed out.

Reporting

Sub-recipients will be required to prepare a variety of financial and program progress reports on a quarterly basis. These reports will begin based on the date agreements/contracts are signed with sub-recipients and will continue until the project is closed out. These will include a project narrative, local matching sources used, number of passenger trips provided, vehicle miles traveled, and revenue service hours provided. Sub-recipients will also be required to report on an annual basis their efforts in purchasing from DBE vendors and a vehicle condition report.

The sub-recipient is responsible for submitting vehicle information on an annual basis. A form will be provided upon award and includes sub-recipient's name, address and phone number; vehicle year, make, and model; date accepted; included equipment; location; grant number; federal percentage share; date last inspected, recorded mileage, maintenance schedule, and condition; type of funding used for the purchase; and other information used by MAPA for program review and reporting. The information obtained from these reports will become part of the inventory record along with the title and certificate of collision insurance coverage. Vehicles must be maintained in accordance with MAPA's vehicle maintenance plans (provided to sub-recipients upon award and attached in Appendix C). To ensure that the vehicles are properly maintained, MAPA randomly reviews vehicle maintenance records and physically inspects vehicles as part of the on-site visits. These visits are conducted annually.

I. Other provisions

This section describes the process by which the recipient complies with other federal requirements such as environmental protection, Buy America provisions, pre-award and post-delivery reviews, restrictions on lobbying, prohibition of exclusive school transportation, and drug and alcohol testing, including the state's procedures for monitoring compliance by sub-recipients.

MAPA will seek a signed certification of compliance pertaining to applicable Certifications and Assurances from 5310 sub-recipients. MAPA, in turn, will include this documentation in the permanent file of the project. MAPA will also randomly complete audits of sub-recipients to ensure compliance with applicable provisions.

Environmental Protection

The President's Executive Order on Environmental Justice expanded upon Title VI of the 1964 Civil Rights Act (42 U.S.C. 2000d-1) when it stated that "each federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations."

When determining if a particular program, policy or activity will have disproportionately high and adverse effects on minority and low-income populations, mitigation and enhancement measures and potential offsetting benefits to the affected minority or low-income populations will be taken into account. Other factors that will also be taken into account are comparative impacts, design, and the number of similar

existing system elements in nonminority and non-low income areas. The evaluation will determine if alternatives studied will be more or less disadvantageous to the population considered.

However, any program, policy or activity that has the potential for disproportionately high and adverse effects on the affected populations will only be carried out if there is a substantial need for the program, policy or activity based on overall public interest; or alternatives that would have less adverse effects have either adverse social, economic, environmental or human health impacts that are more severe or would involve increased costs of an extraordinary magnitude.

Restrictions on Lobbying

Recipients of federal grants from any source exceeding \$100,000 annually must certify that they have not and will not use federally appropriated funds for lobbying.

Prohibition of Charter and School Bus Service

As defined by the FTA, "Charter Service" means transportation provided to a group of persons who travel together under an itinerary specified in advance or modified after having left the place of origin. Title 49 USC 5323(d) places limits on the charter services that federally-funded public transportation operators may provide. Title 49 USC5323(f) places limits on school transportation that federally-funded public transportation operators may provide. 5310 grantees are prohibited from using this program's funds to provide charter service or school service.

Drug and Alcohol Testing

Recipients or sub-recipients that only receive 5310 assistance are not subject to FTA Drug and Alcohol testing rules, but must comply with the Federal Motor Carrier Safety Administration rule for employees to hold Commercial Drivers' Licenses (49 CFR part 382).

Section 5310 recipients and subrecipients that also receive funding under one of the covered FTA programs (Section 5307, 5309, or 5311) should include any employees funded under Section 5310 projects in their testing program (C 9070.1G, p. VIII-9).

J. Monitoring, Evaluation, and Update

Monitoring and Evaluation

MAPA shall continually monitor 5310 grantees through the invoice review process. The Administrative Services Director will review invoices from 5310 grantees to ensure they comply with applicable regulations and are submitted for eligible expenses. If invoices do not match regulations, they will be rejected and will be investigated further. If MAPA determines a project is no longer compliant with the 5310 program, funds will be removed from the sub-recipient.

MAPA will perform an evaluation annually providing program measures and other applicable information including tracking of funding and the remaining apportionment balances. MAPA will utilize the 5310 Program Checklist found in Appendix A to ensure MAPA is taking all appropriate measures in administering and managing the 5310 program. The results from this checklist will be included in the annual evaluation document.

MAPA will also review projects for their consistency with the Coordinated Transit Plan, the Long Range Transportation Plan, and the project's application itself. These evaluation measures will inform future project selection cycles and ensure that Section 5310 funds are making the desired impact among awardees.

Program Management Plan Update

All 5310 Coordinated Transit Management Plan revisions, as well as any actions required to administer 5310 funds, will be reviewed by the MAPA Coordinated Transit Committee and recommendations will be forwarded to Transportation Technical Advisory Committee and to the MAPA Board of Directors for review and disposition.

The MAPA Board of Directors has final approval of all changes revisions and amendments to the 5310 Coordinated Transit Management Plan. Additionally, the MAPA Board of Directors has final approval of all grant applications submitted for consideration and approved for funding disbursement.

Appendix A

5310 Program Checklist

This checklist is reviewed on an annual basis to ensure compliance with all applicable Federal regulations.

- Ensure the private sector is invited to Coordinated Transit Committee meetings and planning activities
- Confirm all pertinent information is on the MAPA website
 - Coordinated Transit Plan
 - Program Management Plan
 - Coordinated Transit Committee Agendas and Minutes
 - Annual 5310 Call for Projects
- Seek written certification of compliance pertaining to the following, from all 5310 sub-recipients
 - Civil Rights
 - Title VI
 - Equal Employment Opportunity (EEO)
 - ADA directives
 - Disadvantaged Business Enterprise (DBE)
- Prioritize projects that are located within Environmental Justice areas and areas where transit dependent populations reside
- Complete an annual 5310 program evaluation using the federal program measures (Section H)

Traditional Section 5310 Projects

- _____ **Gaps in Service Filled.** Provision of transportation options that would not otherwise be available for seniors and individuals with disabilities measured in numbers of seniors and people with disabilities afforded mobility they would not have without program support as a result of traditional Section 5310 projects implemented in the current reporting year
- _____ **Ridership.** Actual or estimated number of rides (as measured by one-way trips) provided annually for individuals with disabilities and seniors on Section 5310–supported vehicles and services as a result of traditional Section 5310 projects implemented in the current reporting year

Other Section 5310 Projects

- _____ **Increases or enhancements** related to geographic coverage, service quality, and/or service times that impact availability of transportation services for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year
- _____ **Additions or changes** to physical infrastructure (e.g., transportation facilities, sidewalks, etc.), technology, and vehicles that impact availability of transportation services for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year
- _____ **Actual or estimated number of rides** (as measured by one-way trips) provided for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year
- MAPA will verify sub-recipients have a written drug free policy, non-smoking and no texting while driving policy

Appendix B

Eligible 5310 Activities and Applications

