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

TRANSPORTATION TECHNICAL ADVISORY COMMITTEE MEETING
Friday, October 16th, 2020
10:00 a.m.

AGENDA

This meeting of theTransportation Technical Advisory Committee will be held in the lower level training room of the Metro Transit Building at 2222 Cuming Street, Omaha, Nebraska 68102. It will also be streamed live through MAPA's Facebook page. Anyone interested in viewing the meeting should go to facebook.com/MAPA2222/

Action Items

A. Approval of the Minutes from the September 2020 Meeting (Action)

Recommendations to MAPA Board (Action)

B. Final FY2022 Policy Guides and Applications (Action) | Court Barber will present the updated policy guides and applications for the FY2022 funding cycle for STBG-MAPA, TAP-MAPA funding, Section 5310 Funding, and the Heartland 2050 Mini-Grant Program.

C. FY2022 Call for Projects (Action) | Mike Helgerson will provide information about the FY2022 Call for Projects, including key dates and approvals.

Discussion Items

D. Iowa DOT HIPRO Resurfacing Presentation (Discussion) | Dr. Scott Schram of Iowa DOT District 4 will present regarding an innovative pavement management process that has been implemented by Iowa DOT In recent years.

E. Regional Fiscal Constraint Update (Discussion) | Mike Helgerson will provide an overview of the FY2022 program of projects and an update on the region's funding programs.

F. Member Agencies Updates (Discussion)

G. Additional Business

Future Meetings/Events:
Board of Directors: October 22, 2020
Transportation Technical Advisory Committee: November 20, 2020

Agenda Item A
Meeting Minutes
February 2020 – September 2020

OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
Transportation Technical Advisory Committee
Minutes of the February 21, 2020 Meeting

The Transportation Technical Advisory Committee met on Friday, February 21, 2020, at Metro, 2222 Cuming Street, Omaha, Nebraska. Mr. Dennis Wilson opened the meeting at 10:03 a.m.

VOTING MEMBERS

Pat Dowse	City of La Vista
Jeff Roberts	City of Bellevue
Bryan Guy	City of Omaha
Dan Kutilek	Douglas County
Janet McCartney	Cass County
Derek Miller	City of Omaha Planning
Dan Owens	Sarpy County
Todd Pfitzer	City of Omaha
Joy Willoughby	Metro Transit
Gayle Sturdivant	City of Omaha
Dave Vermillion	City of Council Bluffs
Craig Wacker	NDOT
Tim Weander	NDOT – District 2
Maruice Hinchey	NDOT – District 2
Drew Parks	NDOT – District 2
Dennis Wilson	Sarpy County
Evan Williams	Papio-Missouri River NRD

NON-VOTING MEMBERS

Nick Weander	Olsson
Jacob Weiss	HDR
Chad Marsh	Kirkham Michael
Joan Green	E&A Consulting Group, Inc.
Michael Helgerson	Metropolitan Area Planning Agency
Greg Youell	Metropolitan Area Planning Agency
Bruce Fountain	City of La Vista Community Development

GUESTS

Danny Jablonski	Jacobs
Bart Pugh	Schemmer
Stephen Osberg	Greater Omaha Chamber of Commerce
Jeff Rieselman	City of Omaha
Steve Wolf	FMF Inc.
Mark Tuch	Burns & McDonnell
Kevin Hicks	TranSystems
Jessica Smith	TranSystems

STAFF

Court Barber	Metropolitan Area Planning Agency
Jim Boerner	Metropolitan Area Planning Agency
Megan Walker	Metropolitan Area Planning Agency
Jim Boerner	Metropolitan Area Planning Agency

A. Introductions

B. Approval of Minutes:

Motion #1: Approval of the minutes of the December 6, 2019 Transportation Technical Advisory Committee Meeting.

Motion by: Todd Pfitzer
Second by: Drew Parks
Motion Carried

C. Amendment 13 to the 2040 Long Range Transportation Plan:

Mr. Barber presented the amendment to the committee and requested a recommendation for approval to the MAPA Board of Directors.

Motion #2: Recommending approval of Amendment 13 to the 2040 Long Range Transportation Plan to the MAPA Board of Directors.

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

D. Amendment 5 to the FY2020-2025 Transportation Improvement Program:

Mr. Barber presented Amendment 5 to the FY2020-2025 Transportation Improvement Program.

No questions or comments were received from the committee.

Motion #3: Recommending approval of Amendment 5 to the FY2020-2025 Transportation Improvement Program to the MAPA Board of Directors.

Motion by: Todd Pfitzer
Second by: Janet McCartney
Motion Carried

E. Draft 2017-2018 Safety Report & 2020 Safety Targets:

Mr. Boerner presented the draft report and requested a recommendation to the MAPA Board of Directors for approval of the 2020 safety targets.

Eric Williams asked a question that was not recorded; Dennis Wilson asked for clarification on updates to the data.

Motion #4: Recommending approval of the 2020 Safety Targets to the MAPA Board of Directors.

Motion by: Maurice Hinchey
Second by: Todd Pfitzer
Motion Carried

F. ConnectGO Survey Results:

Stephen Osberg presented the survey results and engaged the committee in the survey through the use of MAPA's remote polling devices.

G. Project Solicitation for 2050 Long Range Transportation Plan:

Michael Helgerson explained the framework for adding additional projects to the 2050 Long Range Transportation Plan, which is currently in development.

H. Public Involvement:

Steve Wolf presented on the importance of involving the public early and often in all projects. He emphasized the usefulness of providing the public with the correct information before rumors begin and developing positive relationships.

I. Funding Obligation and Project Status:

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

J. Member Agencies Update

In the interest of time, agency updates were skipped at the direction of the chairperson. Tim Weander and Maurice Hinchey provided an update for NDOT District 2.

K. Additional Business

No additional business was conducted by the committee.

L. Adjournment

Motion #5: Motion to adjourn:

Motion by: Tim Weander
Motion Carried

The meeting was adjourned at 11:30 a.m.

OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
Transportation Technical Advisory Committee
Minutes of the March 20, 2020 Meeting

The Transportation Technical Advisory Committee met on Friday, March 20, 2020 in a virtual format on the Internet.

The meeting was called to order at 10:01 a.m.

VOTING MEMBERS, NON-VOTING MEMBERS, AND GUESTS

This virtual TTAC meeting was held via Google Hangouts Meet. The meeting was not recorded and attendance was not taken.

STAFF

Greg Youell	Metropolitan Area Planning Agency
Court Barber	Metropolitan Area Planning Agency
Mike Helgerson	Metropolitan Area Planning Agency
Megan Walker	Metropolitan Area Planning Agency
Jim Boerner	Metropolitan Area Planning Agency
Travis Halm	Metropolitan Area Planning Agency

A. Introductions

B. Approval of Minutes

Approval of the minutes from the February 21, 2020 meeting is postponed until the next time TTAC meets in person.

C. Amendment 6 to the FY2020 Transportation Improvement Program

Mr. Barber presented the amendment to the committee, no questions or comments were offered.

D. Amendment 1 to the Section 5310 Program Management Plan

Mr. Barber presented the amendment, stating that the proposed change adds language to the plan that will enable the Coordinated Transit Committee's Project Selection Subcommittee to recommend awards to TTAC and MAPA's Board of Directors. He asked for questions or comments on the proposed changes.

E. Draft FY2021 Unified Planning Work Program (UPWP)

Mr. Helgerson presented the draft UPWP for the upcoming fiscal year.

F. Metro Transit's Transit Asset Management Plan

G. Funding Obligation and Project Status:

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

H. Member Agencies Update

In the interest of time, agency updates were skipped at the direction of the chairperson. Tim Weander and Maurice Hinchey provided an update for NDOT District 2.

I. Additional Business

No additional business was conducted by the committee.

J. Adjournment

The meeting was adjourned at 10:48 a.m.

OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
Transportation Technical Advisory Committee
Minutes of the April 17, 2020 Meeting

The Transportation Technical Advisory Committee met on Friday, April 17, 2020 in a virtual format on the Internet.

The meeting was called to order at 10:02 a.m.

VOTING MEMBERS, NON-VOTING MEMBERS, AND GUESTS

This virtual TTAC meeting was held via Google Hangouts Meet. The meeting was not recorded and attendance was not taken.

STAFF

Greg Youell	Metropolitan Area Planning Agency
Court Barber	Metropolitan Area Planning Agency
Mike Helgerson	Metropolitan Area Planning Agency
Megan Walker	Metropolitan Area Planning Agency
Jim Boerner	Metropolitan Area Planning Agency
Travis Halm	Metropolitan Area Planning Agency

Approval of the minutes from the February and March 2020 TTAC meetings is postponed until the next time TTAC meets in person.

A. Amendment 7 to the FY2020 Transportation Improvement Program

Mr. Barber presented the amendment to the committee and asked for questions or comments on the proposed changes, none were offered.

B. Draft FY2021 Unified Planning Work Program (UPWP)

Mr. Helgerson presented the draft UPWP for the upcoming fiscal year, no questions or comments were offered.

C. New Projects Selected for the FY2021 Transportation Improvement Program

Mr. Barber presented the list of projects to be included in the upcoming TIP, no questions or comments were offered.

D. COVID-19 Impacts Discussion:

MAPA staff facilitated discussion regarding impacts of COVID-19.

E. Member Agencies Update

In the interest of time, agency updates were skipped at the direction of the chairperson. Tim Weander and Maurice Hinchey provided an update for NDOT District 2.

F. Additional Business

No additional business was conducted by the committee.

G. Adjournment

The meeting was adjourned at 10:50 a.m.

OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
Transportation Technical Advisory Committee
Minutes of the June 19, 2020 Meeting

The Transportation Technical Advisory Committee met on Friday, June 19, 2020 in a virtual format on the Internet.

The meeting was called to order at 10:03 a.m.

VOTING MEMBERS, NON-VOTING MEMBERS, AND GUESTS

This virtual TTAC meeting was held via Zoom and broadcast on Facebook.

STAFF

Greg Youell	Metropolitan Area Planning Agency
Court Barber	Metropolitan Area Planning Agency
Mike Helgerson	Metropolitan Area Planning Agency
Megan Walker	Metropolitan Area Planning Agency
Jim Boerner	Metropolitan Area Planning Agency
Travis Halm	Metropolitan Area Planning Agency

MEMBERS

Craig Wacker	NDOT
Tim Weander	NDOT
Maurice Hinchey	NDOT
Todd Pfitzer	City of Omaha
Jeff Riesselman	City of Omaha
Pat Dowse	City of La Vista
Eric Williams	PMRNRD
Denny Wilson	Sarpy County
Jason Kubicek	Sarpy County

Approval of the minutes from the February, March, April, and May 2020 TTAC meetings is postponed until the next time TTAC meets in person.

A. Final FY2021 Transportation Improvement Program

Mr. Barber presented the final FY2021 TIP, no questions or comments were offered.

B. FY2021 TTAC and Subcommittee Membership Lists

Mr. Barber presented the updated committee lists, no questions or comments were offered.

C. Regional Development Report

Mr. Helgerson presented the report, no questions or comments were offered.

D. Safety Performance Measure Report

Mr. Boerner presented the report, no questions or comments were offered.

E. Member Agencies Update

Community updates were provided by the following members:

Todd Pfitzer - City of Omaha
Jeff Riesselman - City of Omaha
Derek Miller - City of Omaha
Craig Wacker - NDOT Planning
Pat Dowse - City of La Vista
Denny Wilson - Sarpy County

Jason Kubicek - Sarpy County
Eric Williams - Papio-Missouri River Natural Resources District
Maurice Hinchey - NDOT

F. Additional Business

No additional business was conducted by the committee.

G. Adjournment

The meeting was adjourned at 10:46 a.m.

OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
Transportation Technical Advisory Committee
Minutes of the August 21, 2020 Meeting

The Transportation Technical Advisory Committee met on Friday, August 21, 2020 in the Training Room of the Metro Transit Building. The meeting was also broadcast via Zoom and Facebook Live.

The meeting was called to order at 10:04 a.m.

VOTING MEMBERS, NON-VOTING MEMBERS, AND GUESTS

STAFF

Greg Youell	Metropolitan Area Planning Agency
Court Barber	Metropolitan Area Planning Agency
Mike Helgerson	Metropolitan Area Planning Agency
Megan Walker (virtual)	Metropolitan Area Planning Agency
Jim Boerner (virtual)	Metropolitan Area Planning Agency
Travis Halm (virtual)	Metropolitan Area Planning Agency

MEMBERS

Craig Wacker	NDOT
Tim Weander	NDOT
Maurice Hinchey	NDOT
Jeff Riesselman	City of Omaha
Derek Miller	City of Omaha
Dan Kutilek	Douglas County
Joy Willoughby	Metro Transit
Dean Dunn	City of Bellevue
Janet McCartney	Cass County
Alex Evans	City of Papillion
Eric Williams (virtual)	PMRNRD
Pat Dowse (virtual)	City of La Vista

Approval of the minutes from the February, March, April, and May 2020 TTAC meetings is postponed until the next time TTAC meets in person.

A. Draft 2050 Long Range Transportation Plan (LRTP)

MAPA staff presented the draft document, no questions or comments were offered.

B. Regional Traffic Update

Mr. Boerner presented the traffic update, no questions or comments were offered.

C. Regional Fiscal Constraint

Mr. Helgerson presented current projects in the regional program. Nick Weander asked about the status of Sarpy County Collector & Arterial Study, Mr. Helgerson responded that the project is no longer moving forward.

D. Member Agencies Update

Community updates were provided by the following members:

Dan Kutilek - Douglas County
Jeff Riesselman - City of Omaha
Joy Willoughby - Metro Transit
Alex Evans - City of Papillion
Maurice Hinchey - NDOT
Tim Weander - NDOT
Craig Wacker - NDOT Planning

Janet McCartney - Cass County
Pat Dowse - City of La Vista
Eric Williams - Papio-Missouri River Natural Resources District

E. Additional Business

No additional business was conducted by the committee.

F. Adjournment

The meeting was adjourned at 11:22 a.m.

OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
Transportation Technical Advisory Committee
Minutes of the September 18, 2020 Meeting

The Transportation Technical Advisory Committee met on Friday, September 18, 2020 in the Training Room of the Metro Transit Building. The meeting was also broadcast via Zoom and Facebook Live.

The meeting was called to order at 10:05 a.m.

VOTING MEMBERS, NON-VOTING MEMBERS, AND GUESTS

STAFF

Greg Youell	Metropolitan Area Planning Agency
Court Barber	Metropolitan Area Planning Agency
Mike Helgerson	Metropolitan Area Planning Agency
Megan Walker (virtual)	Metropolitan Area Planning Agency
Jim Boerner (virtual)	Metropolitan Area Planning Agency
Travis Halm (virtual)	Metropolitan Area Planning Agency

MEMBERS

Craig Wacker	NDOT
Maurice Hinchey	NDOT
Dennis Wilson	Sarpy County
Jeff Riesselman (virtual)	City of Omaha
Derek Miller (virtual)	City of Omaha
Dan Kutilek	Douglas County
Curt Simon	Metro Transit
Eric Williams (virtual)	PMRNRD
Dan Gittinger (virtual)	City of Gretna
Pat Dowse (virtual)	CIty of La Vista
Jason Kubicek (virtual)	Sarpy County
Joe Soucie (virtual)	City of La Vista
Kevin Carder (virtual)	City of Omaha
Bryan Guy (virtual)	City of Omaha
Matt Cox (virtual)	City of Council Bluffs

GUESTS

Nick Weander	Olsson
Jeremy Williams	HDR
Lee Myers	AARP

A. Approval of the Minutes from the February, March, April, May, June, and August 2020 Meetings

Approval of the minutes from the February, March, April, May, June, and August 2020 TTAC meetings is postponed until the next time TTAC meets in person with a quorum.

B. Final 2050 Long Range Transportation Plan (LRTP)

MAPA staff presented the final 2050 LRTP.

C. FY2021 Transportation Improvement Program (TIP) Amendment 1

Mr. Barber presented Amendment 1 to the FY2021 program.

D. Maple Street Block Talks Update
Mr. Boerner and Ms. Walker presented on the results of the block talk.

E. Regional Fiscal Constraint
Mr. Helgerson provided an update on fiscal constraint for the FY2020 program. Dan Kutilek updated the committee on the progress of the 180th Street project.

F. Member Agencies Update

Community updates were provided by the following members:

Pat Dowse - City of La Vista
Maurice Hinchey - NDOT
Jeff Riesselman - City of Omaha

Eric Williams - Papio-Missouri River Natural Resources District
Dan Gittinger - City of Gretna
Dennis Wilson - Sarpy County
Greg Youell - MAPA

G. Additional Business

No additional business was conducted by the committee.

H. Adjournment

The meeting was adjourned at 10:54 a.m.

Agenda Item B
Final FY2022 Policy Guides & Applications

MAPA STBG Project Selection

Guidance Document for STBG-MAPA Funding

FY2022-2027 Transportation Improvement Program

Approved:

ProSeCom

TTAC

Board

Table of Contents

Definitions

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

> Four general factors affect physical accessibility:
> Mobility, that is, physical movement. Mobility can be provided by walking, cycling, public transit, ridesharing, taxi, automobiles, trucks and other modes.
>
> Mobility substitutes, such as telecommunications and delivery services. These can provide access to some types of goods and activities, particularly those involving information.
>
> Transportation system connectivity, which refers to the directness of links and the density of connections in path or road network.
>
> 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.

Access Control/Consolidation - Access control/consolidation are defined as the act of controlling access to specific roadways by acquiring rights of access from abutting property owners and selectively limiting approaches to the roadway in order to preserve the highway's safety and efficiency.

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.

Air Quality Impacts - Air quality impacts are defined as the level to which a project will positively or negatively impact the ambient air quality of the MAPA region as related to the National Ambient Air Quality Standards set forth in The Clean Air Act.

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.

CMAQ - Congestion Mitigation and Air Quality is a federal funding category designed to reduce traffic congestion. These funds are apportioned to states to use in urban and rural areas. HSIP funding is not apportioned specifically to MPOs, but jurisdictions within the MAPA region can apply for it from the states of Nebraska and Iowa.

Crashes per Million Vehicles - Crashes per million vehicles is a ratio of the number of crashes that have occurred on a facility (regardless of severity) per one million vehicles.

Crash Severity Index (CSI) - The Crash Severity Index (CSI) is a metric used to determine the relative severity of crashes on a roadway by weighting varying levels of personal injury and damage caused. The CSI is calculated by the following formula:

CSI=nPDO+nPI1+nPI2+nPI3+nFnTotal Crashes

Where: PDO is defined as a Property Damage Only crash (1 point per crash)
PI1 is defined as a Category 1 Personal Injury, minor injuries that are visible and apparent but do not require transport (2 points per PI1)
PI2 is defined as a Category 2 Personal Injury, injuries that require transport to hospital (4 points per PI2)
PI3 is defined as a Category 3 Personal Injury, the most severe injuries that require special transport to hospital (i.e. flight for life)
F is defined as a fatality (15 points per fatality)

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

Designated Truck Route - Truck routes are auxiliary routes of a U.S. or state highway that is the preferred (or sometimes mandatory) route for commercial truck traffic. Such restrictions may be imposed because of weight or hazardous material restrictions on the primary route or because of community requested that commercial trucks be routed around their area.

Discretionary Programs/Discretionary Funding - Federal award programs, usually competitive in nature, that are not apportioned to states and/or MPOs fall under the discretionary heading. Examples include programs like TIGER and BUILD.

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).

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:
>
> 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.
>
> To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.

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:

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.

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.

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.

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.

Federal Functional Classification - Functional classification is the process by which streets and highways are grouped into classes, or systems, according to the character of service they are

intended to provide. Basic to this process is the recognition that individual roads and streets do not serve travel independently in any major way. Rather, most travel involves movement through a network of roads. It becomes necessary then to determine how this travel can be channelized within the network in a logical and efficient manner. Functional classification defines the nature of this channelization process by defining the part that any particular road or street should play in serving the flow of trips through a highway network.

Federal Functional Classification shall be determined by viewing the MAPA FFC map available here (https://mapacog.org/data-maps/federal-functional-classification/)

HSIP - Highway Safety Improvement Program, a federal funding category designed to improve safety on the National Highway System. These funds are apportioned to states to use in urban and rural areas. HSIP funding is not apportioned specifically to MPOs, but jurisdictions within the MAPA region can apply for it from the states of Nebraska and Iowa.

ITS Infrastructure - Intelligent Transportation Systems (ITS) infrastructure is defined as the use of information and communications technology to enhance the management, operation and use of a transportation system. ITS infrastructure must be applicable to the MAPA Regional ITS Architecture.

Left-turn Lane - Left-turn lanes are used to provide space for the deceleration and storage of turning vehicles. They may be used to improve safety and/or operations at intersections. Multiple left-turn lanes may be used to accommodate high peak hour left-turn volumes. A left-turn lane includes both deceleration and storage.

Link - Roadway, pathway or transit route segments between two or more nodes

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 STBG-MAPA projects, the minimum match percentage is 20 percent.

MAPA 2050 LRTP - The MAPA 2050 Long Range Transportation Plan was finalized in 2020 and is the applicable long range transportation plan for the MAPA region. Capital Improvement projects must be listed in the MAPA 2050 LRTP in order to be eligible for STBG-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.

Node - The endpoint of a link or intersection of two or more links of a transportation network.

Pavement Condition - Pavement condition refers to the status of the existing pavement of a facility that is being considered for an improvement project. Pavement condition has been restricted to the following three levels: good, fair and poor.

> For roadway segments which are measured using the Nebraska or Iowa pavement collection processes, this measured pavement condition shall be used. Details on pavement condition collection and reporting can be found in the respective state's Transportation Asset Management Plan.
>
> Nebraska (https://dot.nebraska.gov/media/13303/ndot-tamp.pdf)
> Iowa (https://iowadot.gov/systems_planning/fpmam/IowaDOT-TAMP-2019.pdf)
>
> For jurisdictions using their own pavement data collection and pavement management program, details on classification and pavement condition determination shall be provided and scored using the corresponding levels: good, fair, and poor.
>
> For roadway projects on segments not otherwise collected, an assessment of the pavement condition using the PASER pavement surface evaluation rating and evaluation procedure shall be conducted and condition provided with the project submittal. PASER documentation can be found at:
> https://epd.wisc.edu/tic/document-type/publications/paser-manuals/

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 STBG-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.

Ramp - Ramps are the access points to freeway and expressway type transportation facilities. As a component of the transportation facility, ramps are eligible for STBG-MAPA but do not easily fit into the standard FFC categories.

Redevelopment - Redevelopment is any new construction on a site that has pre-existing uses on it such as the redevelopment of an industrial site into a mixed-use development. Typically redevelopment repurposes land use from low density development to a higher density. Projects that qualify for this category have binding commitments and binding agreements in place (between the developer and sponsoring jurisdiction).

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.

Sharrow - 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.

Signal Interconnection - Signal interconnection refers to the development of a coordinated, integrated, communications and monitoring system for traffic control devices.

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.

Transportation System Management (TSM) - Actions or construction that control or improve the movement of cars and trucks on the highway system and buses on the transit system. TSM also includes the coordination of the available transportation systems for more efficient operation.

Volume/Capacity ratio - Volume to capacity ratios can be used to determine the level of congestion on a transportation facility. This ratio is calculated by dividing the actual traffic volume that the facility carries by the capacity of the road as planned.

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.

Schedule for STBG-MAPA Project Selection

Call for Projects Released	October 30, 2020
Submittal Deadline for Applications	January 8, 2021
Individual Project Applications Screened & Scored	January 22, 2021
Publication of Applications & Public Involvement	January 25, 2021
Selection Committee Meetings	March 8-19, 2021
Appeals Hearing (if needed)	March 26, 2021
Incorporation into Draft FY2022-2027 MAPA TIP	March-April 2021
Publication of Selected Projects & Distribution of Award Letters	May 7, 2021
TTAC Review of Draft FY2022-2027 MAPA TIP	May 21, 2021
MAPA Board of Directors Review of Draft FY2022-2027 MAPA TIP	May 27, 2021
State Review & Public Comment Period	May-June 2021
TTAC Review of Final FY2022-2027 MAPA TIP	June 18, 2021
MAPA Board of Directors Approval of Final FY2022-2027 MAPA TIP	June 24, 2021
Distribution of Final TIP to State & Federal Partners	July 2021

Eligibility of Projects

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

Federal Eligibility Requirements

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

- Construction, reconstruction, rehabilitation, resurfacing, restoration, preservation, or operational improvements for highways, including construction of designated routes of the Appalachian development highway system and local access roads under section14501 of title 40.
- Replacement (including replacement with fill material), rehabilitation, preservation, protection (including painting, scour countermeasures, seismic retrofits, impact protection measures, security countermeasures, and protection against extreme events) and application of calcium magnesium acetate, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and deicing compositions for bridges (and approaches to bridges and other elevated structures) and tunnels on public roads of all functional classifications, including any such construction or reconstruction necessary to accommodate other transportation modes.
- Construction of a new bridge or tunnel at a new location on a Federal-aid highway.
- Inspection and evaluation of bridges and tunnels and training of bridge and tunnel inspectors (as defined in section 144), and inspection and evaluation of other highway assets (including signs, retaining walls, and drainage structures).
- Capital costs for transit projects eligible for assistance under chapter 53 of title 49, including vehicles and facilities, whether publicly or privately owned, that are used to provide intercity passenger service by bus.
- Carpool projects, fringe and corridor parking facilities and programs, including electric vehicle and natural gas vehicle infrastructure in accordance with section 137, bicycle transportation and pedestrian walkways in accordance with section 217, and the modifications of public sidewalks to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).
- Highway and transit safety infrastructure improvements and programs, installation of safety barriers and nets on bridges, hazard eliminations, projects to mitigate hazards caused by wildlife, and railway-highway grade crossings.
- Highway and transit research and development and technology transfer programs.
- Capital and operating costs for traffic monitoring, management, and control facilities and programs, including advanced truck stop electrification systems.

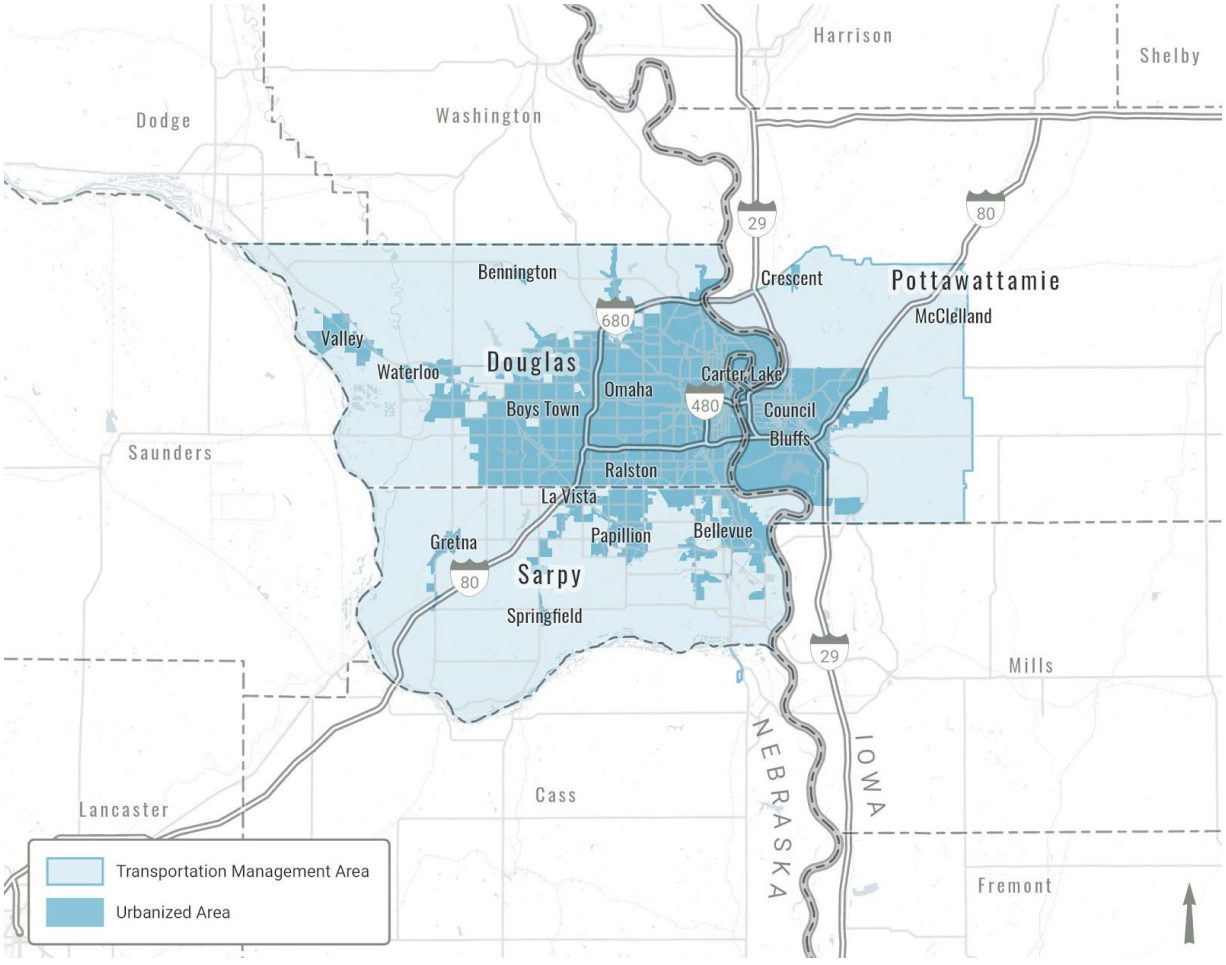
- Surface transportation planning programs.
- Transportation alternatives.
- Transportation control measures listed in section 108 (f)(1)(A) (other than clause (xvi)) of the Clean Air Act (42 U.S.C. 7408 (f)(1)(A)).
- Development and establishment of management systems [1]
- Environmental mitigation efforts relating to projects funded under this title in the same manner and to the same extent as such activities are eligible under section 119(g).
- Projects relating to intersections that—
    - have disproportionately high accident rates;
    - have high levels of congestion, as evidenced by—
    - interrupted traffic flow at the intersection; and
    - a level of service rating that is not better than "F" during peak travel hours, calculated in accordance with the Highway Capacity Manual issued by the Transportation Research Board; andare located on a Federal-aid highway.
- Infrastructure-based intelligent transportation systems capital improvements.
- Environmental restoration and pollution abatement in accordance with section328.
- Control of noxious weeds and aquatic noxious weeds and establishment of native species in accordance with section 329.
- Projects and strategies designed to support congestion pricing, including electric toll collection and travel demand management strategies and programs.
- Recreational trails projects eligible for funding under section 206.
- Construction of ferry boats and ferry terminal facilities eligible for funding under section 129 (c).
- Border infrastructure projects eligible for funding under section 1303 of the SAFETEA–LU (23 U.S.C. 101 note; Public Law 109–59).
- Truck parking facilities eligible for funding under section 1401 of the MAP–21.
- Development and implementation of a State asset management plan for the National Highway System in accordance with section 119, including data collection, maintenance, and integration and the costs associated with obtaining, updating, and licensing software and equipment required for risk based asset management and performance based management, and for similar activities related to the development and implementation of a performance based management program for other public roads.
- A project that, if located within the boundaries of a port terminal, includes only such surface transportation infrastructure modifications as are necessary to facilitate direct intermodal interchange, transfer, and access into and out of the port.
- Construction and operational improvements for any minor collector if—
    - the minor collector, and the project to be carried out with respect to the minor collector, are in the same corridor as, and in proximity to, a Federal-aid highway designated as part of the National Highway System;
    - the construction or improvements will enhance the level of service on the Federal-aid highway described in subparagraph (A) and improve regional traffic flow; and
    - the construction or improvements are more cost-effective, as determined by a benefit-cost analysis, than an improvement to the Federal-aid highway described in subparagraph (A).

Additional Eligibility Requirements for STBG Funding

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

- Project must be listed in and/or consistent with the MAPA 2050 Long Range Transportation Plan as required by the FAST Act.
- Minimum match of 20 percent local (non-federal) funding as required by the FAST Act.
- Minimum total project cost of $1,000,000.00 (STBG-MAPA Capital Projects Only).
- STBG-MAPA Surface Transportation Projects must occur on Federal-Aid eligible routes (FFC Rural Minor Collector/Urban Collector and above).
- Projects must be submitted by local public agencies (LPAs) 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.

Figure 1: Map of the MAPA Transportation Management Area



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

MAPA Project Selection Process

Project Selection Committee Membership

Transportation improvement projects in the MAPA TMA are subject to the review and approval of the MAPA Project Selection Committee (ProSeCom). ProSeCom is a twelve member sub-committee to the Transportation Technical Advisory Committee (TTAC) that includes planners, engineers, and other staff from local and state jurisdictions. Membership of the Project Selection Committee is composed of members of the larger MAPA TTAC. Appointments to ProSeCom are made by the President of TTAC.

ProSeCom was charged with creating and administering Project Selection Criteria for the MAPA region in late 2011 and meets periodically. ProSeCom representative slots are shown below:

- Iowa DOT District 4 Representative
- Nebraska DOR District 2 Representative
- Metro Transit Representative
- Douglas County Engineer (Also represents Douglas County 2nd Class Cities)
- Sarpy County Engineer
- Sarpy County Municipalities Public Works Representative
- Omaha/Douglas County Municipalities Public Works Representative
- Omaha/Douglas County Municipalities Planning Representative
- Council Bluffs Public Works Representative
- All Metro Open Planning Representative
- Bicycle-Pedestrian Representative

ProSeCom's membership has remained unchanged through the first two cycles of the program as substantial updates have been made. ProSeCom membership will be reevaluated to determine turnover strategies for the membership of the rotating spots.

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 STBG-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 the FY2022 Transportation Improvement Program should be submitted no later than 4:30 PM on January 8, 2021 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 then present the scores to ProSeCom for review along with the project applications.

MAPA staff will recommend a prioritization of projects to ProSeCom for approval at the Final Selection Workshop. Projects selected during this workshop will be incorporated into the Draft FY2022 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). After final adoption of the TIP, the ProSeCom will conduct an annual review of the program of STBG projects to ensure that the selection process is geographically equitable over time.

Project Selection Process and Funding Implementation

Once a project has gone through scoring, ranking, and is selected for an award, MAPA will typically allocate funding for it in year six of the program. The implementation year, or year 1, of the TIP is the fiscal year during which funding for a 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. MAPA will coordinate with NDOT and local project sponsors to ensure projects with funding in the implementation year have reasonable schedules and are likely to be ready for obligation.

Each project that will be programmed in the TIP must submit an attainable timeline, will be ranked by MAPA staff, and approved by ProSeCom before it will be placed in the TIP. ProSeCom will have flexibility in selecting projects that are deemed higher priority to the committee. Projects will be allowed to present an argument for implementation before ProSeCom 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 Project Selection Committee, TTAC, and MAPA's Board of Directors.

Evaluation Criteria

Priority Corridors & NHS
The priority corridors shown on the following map were determined to be the most important transportation facilities that support the movement and access of people and goods in the MAPA Region. These corridors will be the focus of future investment in the MAPA region.

Corridors were further broken into a high, medium and low priority of importance for investment of STBG-MAPA funding. The corridors have been segmented based upon the importance to the regional transportation system. Therefore, a corridor may change in priority level one moves along the corridor.

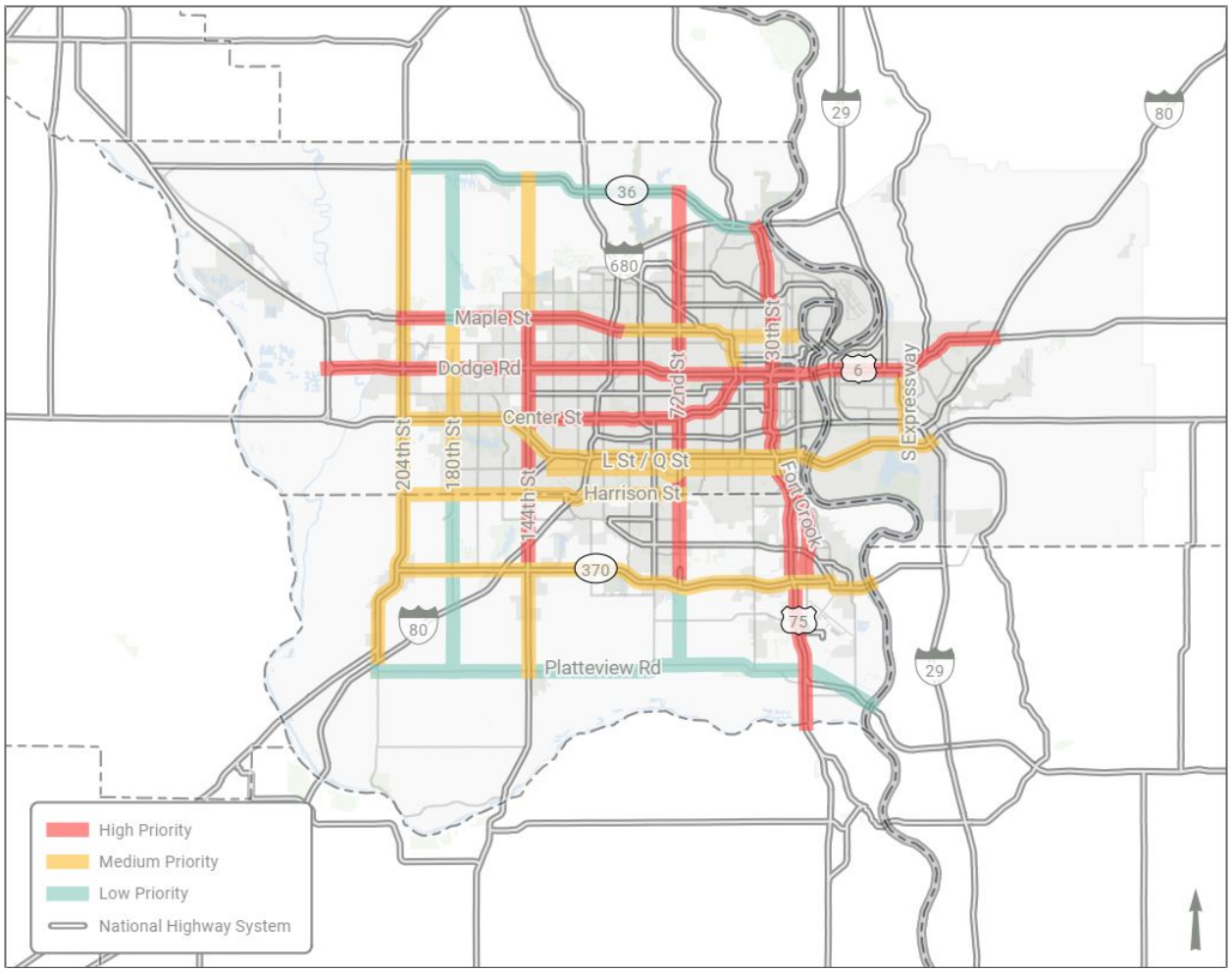
Scoring for a project that is located on a corridor is related to the relative importance of that corridor. The scoring breakdown is shown below:

- High Priority Corridor – 15 Points
- Medium Priority Corridor – 10 Points
- Low Priority Corridor – 5 Points

The corridors include a buffer to allow for intersection improvement, side paths, et cetera and should not be assumed to simply mean the specific roadway they are identified with. The intent of this buffer is to allow for the transportation infrastructure to work as a system in allowing greater access and mobility for people and goods in the MAPA region.

Projects that are not located directly on or adjacent to the MAPA Priority Corridors seeking to qualify for points under this criteria must show a direct impact to a Priority Corridor. If a project not on a corridor demonstrates a positive impact to a priority corridor, the project will receive the points for the grade of corridor impacted.

Figure 2: MAPA 2050 Long Range Transportation Plan Priority Corridors



2050 Level of Service
Level of Service outputs from MAPA's Travel Demand Model will be evaluated based on the output of the no-build Travel Demand Model. This model projects traffic flows throughout the MAPA region based on the distribution of population, employment, and Existing and Committed infrastructure investments.

2050 Future Year Level of Service

No Build LOS (V/C)	Points
C (0.71 – 0.80)	2

D (0.81 – 0.90)	4
E (0.91 – 1.00)	6
F (> 1.00)	8

ITS Deployment Delay Reduction
Submitting jurisdictions are asked to quantify the delay reduction by means of a level of service impact at intersections or along corridors resulting from a successful ITS deployment. ITS focused level of service improvements will be scored on the below matrix:

No Build LOS vs Deployment LOS	Points
E to D	4
F to E	6
F to D	8

Projects that have an identified Level of Service issues in the 2050 model output will be prioritized over those that are projected to have more stable operations. A map of the 2050 no build model output is included on the next page.

Planning Time Index (PTI)
Travel reliability captures the variability of travel time across a corridor. The more reliable a corridor, the less travel time varies from day to day. Travel Time data is available through the Probe Data Analytics Suite for many of the larger roadways within the TMA. FHWA recommends that the Planning Time Index be used as it easily illustrates the buffer or planning time which drivers must add to account for congestion during the peak AM or PM periods. More information about the Planning Time Index can be found at the following link (https://ops.fhwa.dot.gov/publications/tt_reliability/brochure/ttr_brochure.pdf).

The Planning Time Index captures the variability a commuter might encounter during a month, producing a ratio of the worst travel time during a month (95th percentile) to the typical daily travel time (median). It is intended to reflect the extra time a traveler should budget to account for recurring travel variability. MAPA will identify if reliability coverage is available and calculate the PTI for submitted projects.

A map of existing corridors for which reliability data is available is included below. Segments in gray are those 'not-available' in the National Performance Management Research Dataset (NPMRDS) as they are off the NHS, but which still have sufficient speed data that they can be analyzed using the Probe Data Analytics Suite. The remainder are roadways which contribute to the Federal Interstate and Non-Interstate Travel Time Reliability, or Truck Travel Time Reliability performance measures, as applicable. Current Level of Travel Time Reliability maps follow. This

network includes most of ProSeCom's Regional Priority corridors and other major roadways throughout the MAPA region. Projects will not receive points under this measure if they do not fall on or along a corridor in the figure below.

Planning Time Index	Points
1.01 – 1.50	1
1.51 – 1.75	3
1.76 – 2.00	5
>2.00	7

Figure 3: Existing Reliability Data Network - Probe Data Analytics Suite (INRIX Speed Data)

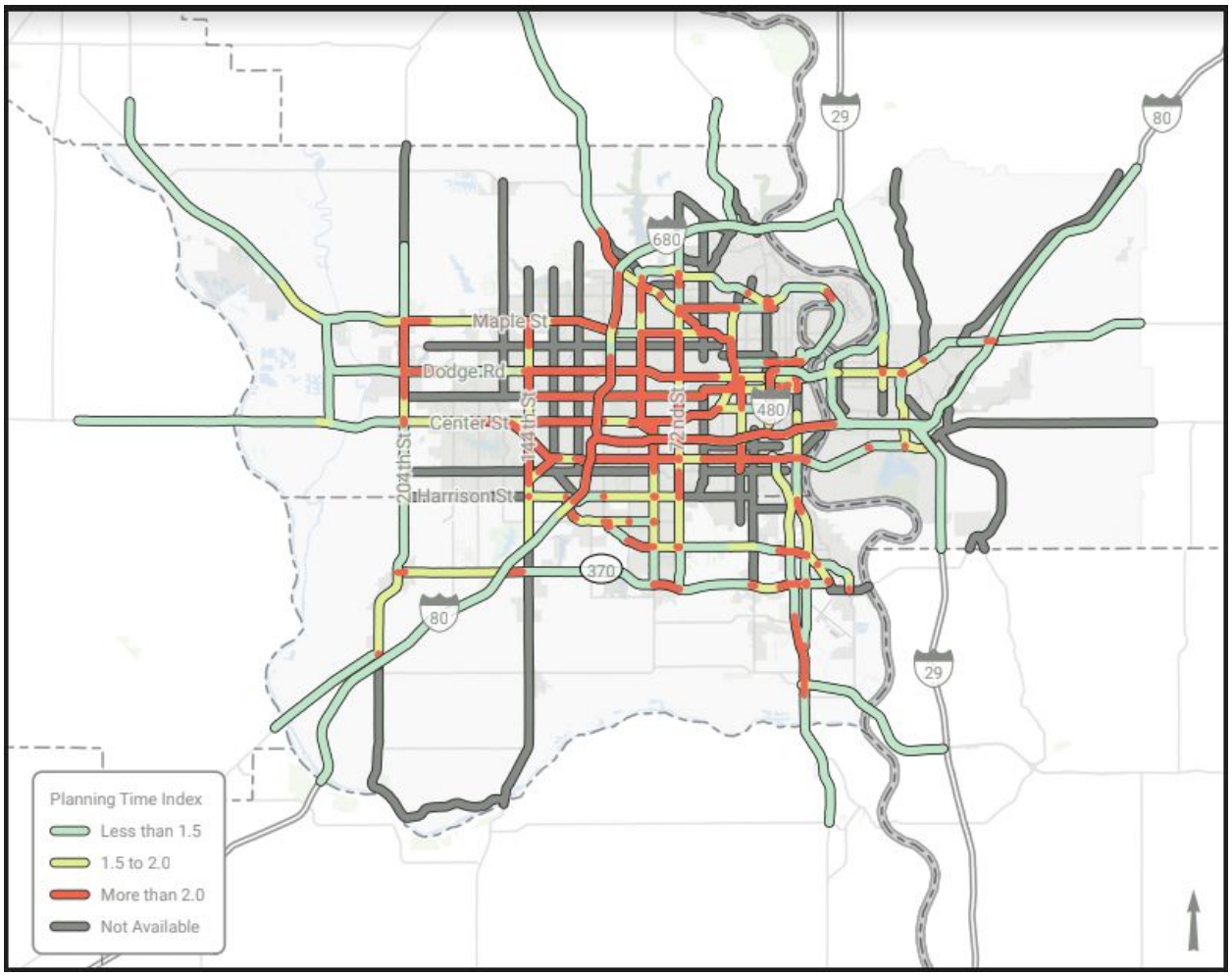


Figure 4: 2050 AM Existing + Committed Network Predicted Level of Service

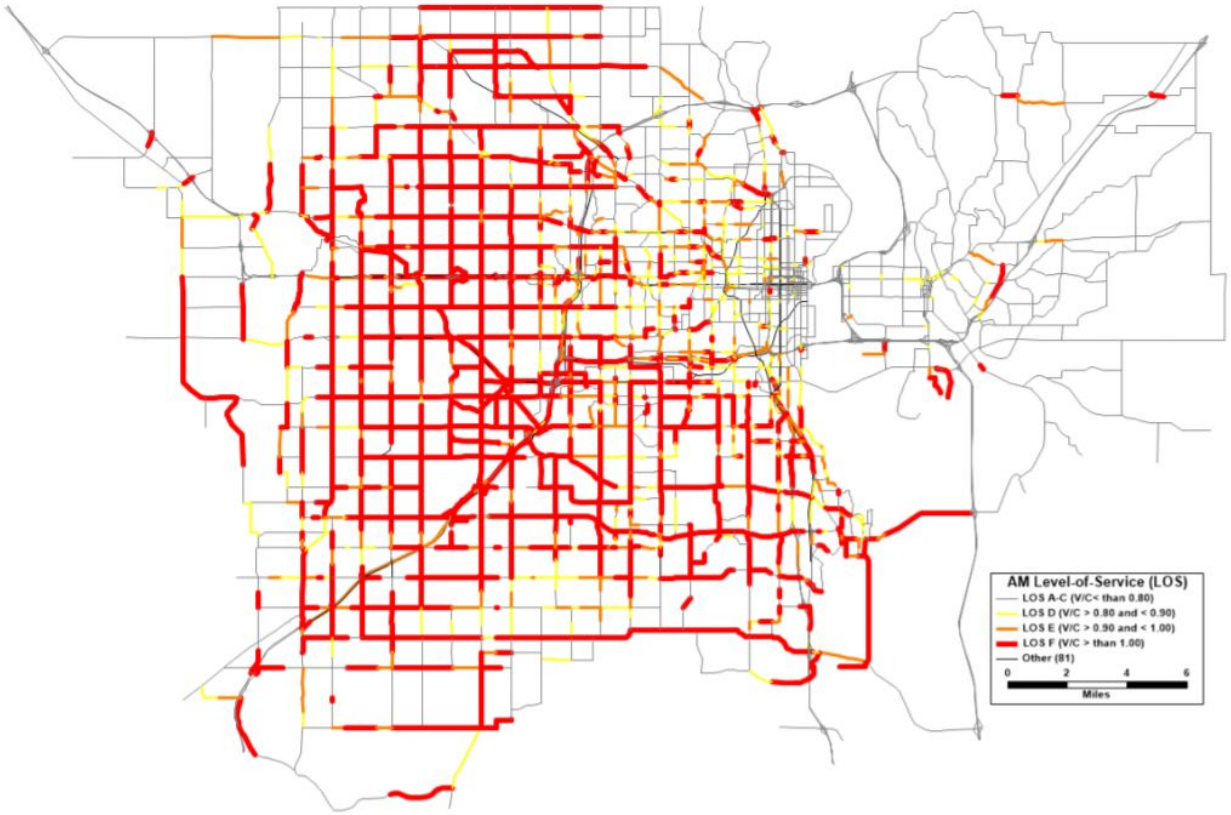


Figure 5: 2050 PM Existing + Committed Network Predicted Level of Service

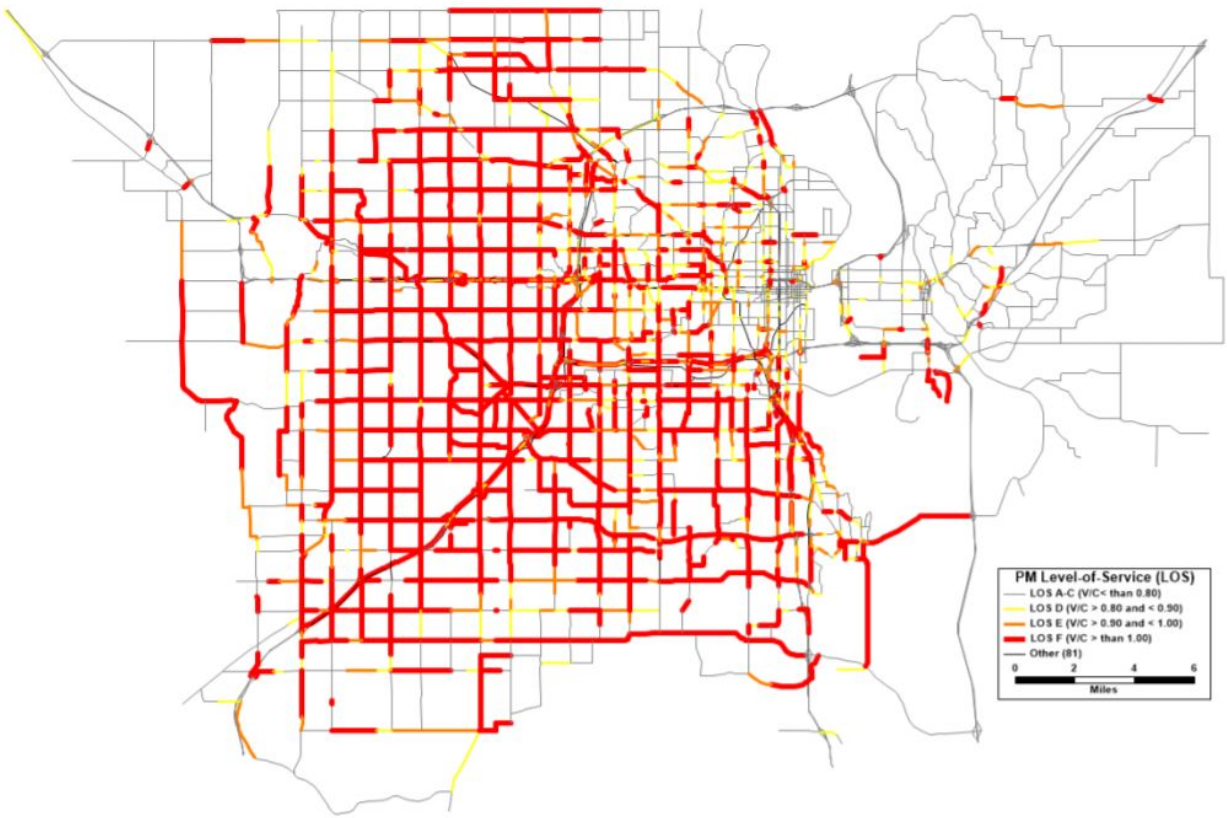


Figure 6: Level of Travel Time Reliability, Interstate Corridors, 2019

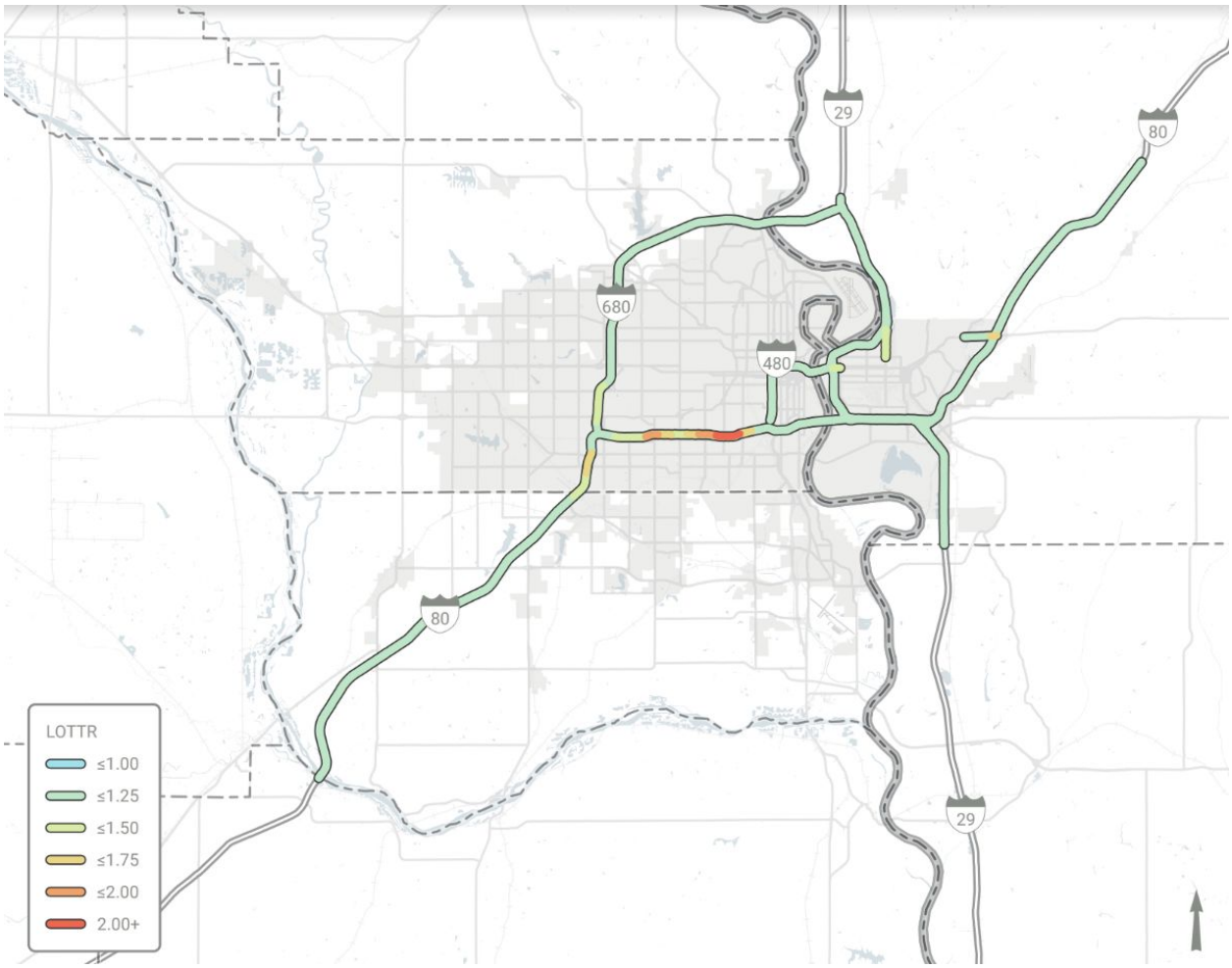
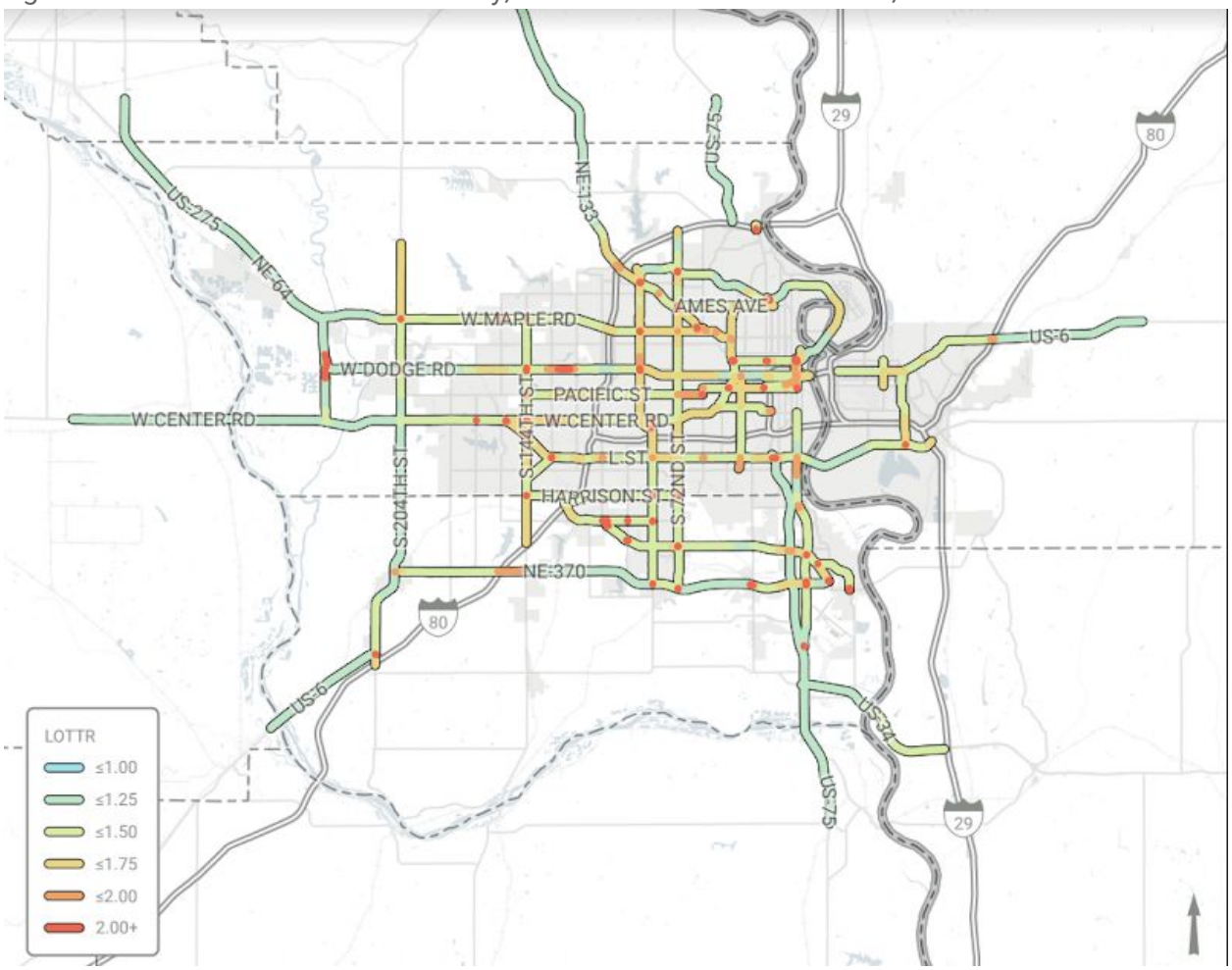


Figure 7: Level of Travel Time Reliability, Non-Interstate NHS Corridors, 2019



Redevelopment and Environmental Justice
Infill development and redevelopment of existing infrastructure is a key focus of the 2050 MAPA LRTP.

Projects that directly support the redevelopment of an area designated for redevelopment in local planning documents. MAPA will develop an overlay of the regional redevelopment zones as shown in local planning documents. Projects occurring in regional redevelopment zones shall receive 5 points.

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. Projects occurring in these areas shall receive 5 points.

Projects that occur in areas that are in designated redevelopment zones and are also in environmental justice areas shall receive 10 points.

Asset Condition (pavement, transit, and bridge)
Where available, pavement condition will be graded on the Nebraska Serviceability Index (NSI) which is to be collected annually for NHS system roadways. See the Definitions section for more information on Good, Fair, and Poor pavement categorization.

Pavement
Iowa Roadways will utilize the Iowa Pavement Condition Index (PCI)

PCI/NSI Rating	Points
Good Condition (NSI 70.0+, PCI 60.0+)	0
Fair Condition (NSI 50.0 to 69.9, PCI 40.0 to 59.9)	5
Poor Condition (NSI 49.9 and under, PCI 39.9 and under)	10

For roadways that do not have a NSI or PCI rating, pavement condition shall be assessed using the PASER method. Applicants should follow the PASER guidance appropriate to the surface material of the existing asset. Based on the asset's PASER rating, the following points will be awarded:

PASER Rating	Scoring Condition	Points
Excellent (PR 8 to 10)	Good	0
Good (PR 6 to 7)		
Fair (PR 4 to 5)	Fair	5
Poor/Very Poor (2 to 3)	Poor	10
Failed (PR 1)		

Bridge Sufficiency
Maintaining safe and structurally sound bridges is a key focus for the MAPA region. Projects that included improvements to bridges shall be given points based upon the

condition of the existing structure that is to be improved. The National Bridge Inventory (NBI) contains information on bridge sufficiency ratings on all structures over 20 feet. The NBI will serve as the standard source for bridge sufficiency data in the MAPA region. Point breakdowns for bridge sufficiency rating are shown below.

Sufficiency	Points
Good Condition (SR 75.00+)	0
Fair Condition (SR 25.00 to 74.99)	5
Poor Condition (SR 24.99 and below)	10

Bridge Status
Projects that are intended to improve or replace bridges that are structurally deficient or functionally obsolete also receive additional consideration through this score area. The National Bridge Inventory maintains data on the structural deficiency and functionality of the bridges in the MAPA region and will serve as the source for this data. A breakdown of scoring for this category is below:

Status	Points
Structurally Deficient	10
Functionally Obsolete	5

Transit
Vehicles, equipment, and facilities must be evaluated using the FTA's TERM condition ratings. Based on that rating, scoring is broken down to align with other assets:

TERM Rating	Scoring Condition	Points
Excellent	Good	0
Good		
Adequate	Fair	5
Marginal		
Poor	Poor	10

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. Points awarded for overmatching are shown below.

Percent Local Match	Points
Less than 30%	0
30-39%	5
40-49%	10
Greater than 50%	15

Safety (HSM Predictive Analysis)
In an effort to quantify safety deficiencies of the transportation system, MAPA and ProSeCom recommend using the Highway Safety Manual Part C Predictive Method. Primarily, there are spreadsheets for the rural roadways and urban arterial segments and intersections and for freeway segments and interchange elements. These tools are maintained by AASHTO and undergo occasional updates and improvements.

Applicants will use the HSM predictive analysis to determine the existing and future Crash Severity Index (CSI) for the facility. CSI rates the severity of a crash based upon factors relating to the injuries sustained by those involved. A complete breakdown of the CSI is located in the definitions section at the beginning of this document.

Likewise, Crashes per Million Vehicles seeks to quantify safety issues on the transportation system. By factoring these crashes per million vehicles ProSeCom can more effectively compare the locations that have significant crash issues and assign priority accordingly. Point totals related to safety and crash reduction are shown below.

Future CSI Reduction	Points
5%	2
10%	3
More than 10%	5

Future CPMV Reduction	Points
5%	2
10%	3
More than 10%	5

Data collected by the Nebraska Department of Transportation shows a significantly higher rate of crashes along certain roadway section types, suggesting special emphasis should be given to projects that address safety concerns thereon. These types include:

- 4-lane, non-interstate sections in urban areas
- 2-lane sections without shoulders in rural areas

Bridge Detour Length

Bridges represent critical crossings to support the movement and access of people and goods inside and through the MAPA region. For projects that improve or replace a bridge that may otherwise be closed MAPA will award points in relation to the detour length to make the crossing if the bridge were permanently closed.

Detour length shall be calculated as the length of the alternative crossing route on a similar transportation facility as the one to be closed. For example, if a bridge on a minor arterial is deficient and in jeopardy of being closed without repair or replacement, the detour would be routed on the next closest minor arterial (or higher) facility that would provide a link across the bridged terrain.

Detour lengths are to be calculated for a one-way direction trip.

Detour Length	Points
0 to 2.00 miles	0
2.01 to 4.99 miles	5
5 miles and over	10

Transportation Emphasis Areas

The 2050 LRTP places a great deal of importance on expanding transportation options and multi-modal infrastructure improvement. Transportation alternatives are encouraged to be added to any and all infrastructure improvement projects in the appropriate context.

Transportation emphasis areas for consideration are as follows:

Transit/HOV	
Criteria	**Points**
Bus Rapid Transit (BRT) Dedicated Lanes	Full Corridor: 4
	Partial: 2
Bus Rapid Transit (BRT) Stations	4
Bus Signal Priority/Preemption	Full Corridor: 4
	Partial: 2
Queue Jump Infrastructure	Full Corridor: 4
	Partial: 2
Striped Transit Lane	Full Corridor: 2
	Partial: 1
Park and Ride Lot	2
Enhanced Bus Shelters	2
HOV Lanes	2

Intelligent Transportation Systems	
Criteria	**Points**
Adaptive Traffic Control Systems	Full Corridor: 4
	Partial: 2
Traffic Signal Coordination	Full Corridor: 4
	Partial: 2
Dynamic Message Board Display	2
Video/Infrared detection equipment	2
Permanent traffic count equipment	2
Ramp Meters/Gates	2
Bicycle traffic signal detection	Full Corridor: 4
	Partial: 2

Bicycle/Pedestrian	
Criteria	**Points**
Cycle Track/Separated On-Street Bike Lane	Full Corridor: 4
	Partial: 2
Off-Street Bicycle Trail/Side Path	Both Sides: 4
	One-Side: 2
On-Street Bicycle Lane	Full Corridor: 2
	Partial: 1
Bicycle Parking Amenities/Racks	2
Enhanced Bicycle Crossings	2
Pedestrian Bridges	2
Sidewalks	All Sides: 2
	Partial: 1
Cross Walk Islands/Shelters	All Intersection Legs: 2
	Partial: 1
Shared Lane Markings	1

Description of Multi-Jurisdictional Impacts
The submitting jurisdiction is asked to describe the project's positive multi-jurisdictional impacts and the total number of partnering jurisdictions that the project will include. In an effort to foster collaboration and regionalism more credence will be given to projects that impact a greater number of jurisdictions.

Number of Partners	Points
2	3
3	6
4	9
5	12
6+	15

Description of Effort
In the case of a transportation related study, the submitting jurisdiction is asked to describe how the project will benefit the MAPA Region. This should be a brief description of facts. To the extent possible, applicants seeking to fund a study with STBG-MAPA funding should pursue proposed studies that have been listed in local or regional planning documents.

- Up to 25 points can be awarded for the description of a planning study.

TAM Plan Alignment
The Nebraska and Iowa Departments of Transportation maintain transportation asset management plans in which maintenance and reconstruction priorities are identified for assets on the National Highway System. Meeting these targets set by Iowa DOT and NDOT is a priority for MAPA and projects will be given special consideration during the application process.

- Applications for projects specifically identified in these plans will be awarded 10 points.

Employment Accessibility
Accessibility is one of the four goals established by the 2050 LRTP outreach process as being a community priority for transportation overall in the MAPA region. In developing priorities for federal funding for transportation projects it is vital to consider how residents travel to and from services, and what projects will improve access to employment.

Proximity will be used for measuring STBG project accessibility impacts in our region. Proximity will measure the access to jobs within a specified distance buffer surrounding the project location. This analysis measures the direct impact of the project as a destination. Applications will be evaluated based on the number of accessible jobs:

Number of Accessible Jobs	Points
5,000 and under	3
5,001 to 11,000	6
11,001 to 18,000	9
18,001 to 25,000	12
More than 25,000	15

Ability to Fund Phases Locally
Project applications that include only UTIL-CON-CE costs, locally funding the PE-NEPA-FD and ROW phases , will be awarded additional points. For an applying jurisdiction to receive credit for advance construction on a project they must submit a letter from their governing body certifying the ability and commitment to locally fund a specific project phase (while following all federal regulations). Only local funding of PE-NEPA-FD and ROW acquisition will be given credit under this section.

Phase Certified for Local Funding	Points
PE-NEPA-FD	5
ROW	5

DOT and USDOT Applications & Awards
Projects applying for or awarded federal funding from by a state DOT partner or USDOT (including HSIP, CMAQ, discretionary programs, etc.) can apply for STBG-MAPA funding to cover costs that are not eligible for reimbursement under these programs. For example, NDOT's Highway Safety Committee no longer makes awards for PE-NEPA-FD or ROW activities under the Nebraska HSIP program. These types of projects can be awarded STBG-MAPA funds under the Planning & Leverage category to maximize the amount of federal funding available to communities to deliver regionally significant projects.

Applications will be scored based on the amount of funding awarded to the project by state or US DOTs.

Award Amount	Points
$1,000,000 to $3,000,000	3

$3,000,001 to $6,000,000	6
$6,000,001 to $9,000,000	9
$9,000,001 to $12,000,000	15
$12,000,001 to $15,000,000	20
More than $15,000,000	25

Project Application Categories

System Preservation

General Guidelines
MAPA's 2050 Long Range Transportation Plan emphasizes the maintenance of the region's existing transportation system. In the interest of delivering projects quickly and efficiently, and meeting targets as part of performance-based planning, System Preservation projects will be preferred over others.

Advance Construction (AC) Resurfacing
MAPA allows communities to program AC resurfacing projects which follow all Federal-Aid guidelines for project development and delivery, but for which federal-aid reimbursement is not immediately sought for costs incurred. To apply for a project under AC Resurfacing, applicants must include both the proposed resurfacing project(s) and a proposed regionally-significant capital project to be completed upon receipt of reimbursement with STBG-MAPA funds. For an applying jurisdiction to receive credit for advance construction on a project they must submit a letter from their governing body certifying the ability and commitment to locally fund the resurfacing project (while following all federal regulations) and complete the proposed regionally-significant capital project once the resurfacing project is reimbursed.

While projects performed under advance construction are reimbursable immediately, the sponsoring jurisdiction waits to request reimbursement of costs until subsequent fiscal years. This allows project development to continue in a timely manner while ensuring that MAPA utilizes its entire STBG apportionment in a given year. Advance construction can apply to a portion of a project's cost or the entire project (up to 80%). Advance construction projects and the associated local capital improvements will be shown in the MAPA TIP and documented accordingly.

Evaluation Criteria
System Preservation applications will be evaluated based on the following:

- Priority Corridors & NHS
- Asset Condition
    - Pavement Condition (roadway & bridge projects)

    - Bridge Sufficiency (bridge projects)
    - Bridge Status (bridge projects)
    - Vehicle/Facility Condition (transit projects)
- TAM Plan Alignment
- Environmental Justice & Redevelopment
- Transportation Emphasis Areas
- Percent of Local Match
- Multi-Jurisdictional Support
- Local Funding of PE/NEPA & ROW

Planning & Leverage

Planning Studies
Applicants seeking to use STBG-MAPA funding for planning purposes can apply by providing MAPA with a description of the proposed study. Applicants can apply for up to 80% of the study cost with 20% of the cost coming from a local match amount.

Leverage Projects
Applicants should provide MAPA and ProSeCom the application and award information from NDOT along with the amount of funding needed to enable construction of the project.

Evaluation Criteria
Planning & Leverage applications will be evaluated based on the following:

- Description of Effort
- Priority Corridors
- TAM Plan Alignment
- Description of Multi-Jurisdictional Impacts
- Extra-regional Application Information
- Extra-regional Award
- Percent of Local Match

Capital Projects (Urban or Rural)

General Guidelines
Capital Projects generally include those that expand the region's transportation infrastructure. Traditionally this has been through road widening, new road construction, and deployment of Intelligent Transportation System infrastructure.

Evaluation Criteria
Capital Project applications will be evaluated based on the following:

- Priority Corridors & NHS
- Planning Time Index
- Redevelopment & Environmental Justice
- Asset Condition
    - Pavement Condition (roadway & bridge projects)
    - Bridge Sufficiency (bridge projects)

    - Bridge Status (bridge projects)
    - Vehicle/Facility Condition (transit projects)
- TAM Plan Alignment
- Employment Accessibility
- Safety (HSM Predictive Analysis)
- Transportation Emphasis Areas
- 2050 LOS
- Percent of Local Match
- Local Funding of PE/NEPA & ROW
- Description of Multi-Jurisdictional Impacts

Alternative Transportation Projects

Projects seeking funding as Alternative Transportation Projects under MAPA's Surface Transportation Program funding should apply for Transportation Alternatives Program (TAP) funding. If the annual requests for TAP-MAPA funding exceed what is available, the Transportation Alternatives Program Committee will make a recommendation of projects to the Project Selection Committee for consideration along with other requests to STBG. These recommendations will be evaluated and considered along with System Management projects for approximately 10-25 percent of the any allocation of funding available for STBG-MAPA projects.This process ensures that all applications for regional funding are competitive and are evaluated against similar projects seeking regional funding.

STBG-MAPA Capital Project Scoring Rubric

FY2022 Transportation Improvement Program

Reviewer Name/Organization:

Project Name:

Project Sponsor:

Description:

Is this project consistent with MAPA's 2050 LRTP and Local Planning Documents?			Yes	No
			Available Points	**Assigned Points**
Corridor Priority	High		15	0
	Medium		10	
	Low		5	
TAM Plan Alignment	Specifically In NE or IA TAMP		10	0
Environmental Justice	Environmental Justice Area		5	0
	Redevelopment Area		5	
Region Accessibility Improvements	**No Build 2050 LOS**			**0**
	F		8	
	E		6	
	D		4	
	C		2	
	Planning Time Index			**0**
	> 2.00		7	
	1.76 – 2.00		5	
	1.51 – 1.75		3	
	1.01 – 1.50		1	
Employment Accessibility	Number of Accessible Jobs	5,000 and under	3	0
		5,001 to 11,000	6	
		11,001 to 18,000	9	
		18,001 to 25,000	12	
		More than 25,000	15	
Existing Asset Condition	Poor		10	0
	Fair		5	
	Good		0	
Funding Options	% Match	50+ %	15	0
		40.1 to 49.9%	10	
		30 to 39.9%	5	
Local Funding of Phases	Preliminary Engineering/NEPA Phase		5	0
	ROW/Construction Engineering Phase		5	
Safety	Crash Severity Index	0-4.99	1	0
		5-9.99	4	
		10-14.99	8	
		15+	10	
	Crashes per Million Vehicles	0-1.99	1	0
		2-2.99	4	
		3-3.99	8	
		4+	10	
Bridge Sufficiency	Sufficiency Rating	0 - 25.00	10	0
		25.01-75.00	5	
		75+	0	
Bridge Status	Bridge Status from NBI	Structurally Deficient	10	0
		Functionally Obsolete	5	
Multi-Jurisdictional	Number of Partners	2	3	0
		3	6	
		4	9	
		5	12	
		6+	15	
	Feature			
	Bus Rapid Transit (BRT) Dedicated Lanes		4	
	Bus Rapid Transit (BRT) Stations		4	
	Bus Signal Priority/Preemption		4	
	Queue Jump Infrastructure		4	
	Striped Transit Lane		2	
	Park and Ride Lot		2	
	Enhanced Bus Shelters		2	

Transportation Emphasis Areas	HOV Lanes	2	0
	Adaptive Traffic Control Systems	4	
	Traffic Signal Coordination	**4**	
	Dynamic Message Board Display	2	
	Video/Infrared detection equipment	**2**	
	Permanent traffic count equipment	2	
	Ramp Meters/Gates	2	
	Bicycle traffic signal detection	2	
	Emergency Vehicle Signal Priority/Preemption	**2**	
	Cycle Track	4	
	On-Street Bicycle Lane	4	
	Shared Lane Markings	2	
	Off-Street Bicycle Trail	2	
	Bicycle Parking Amenities/Racks	2	
	Enhanced Bicycle Crossings	2	
	Cross Walk Islands/Shelters	2	
	Pedestrian Bridges	2	
	Enhanced Signage/Way-finding	1	
	Side Paths	**1**	
		TOTAL SCORE	0
Additional Comments			

STBG-MAPA System Preservation Project Scoring Rubric

FY2022 Transportation Improvement Program

Reviewer Name/Organization:

Project Name:

Project Sponsor:

Description:

Is this project consistent with MAPA's 2050 LRTP and Local Planning Documents?			Yes	No
			Available Points	**Assigned Points**
Corridor Priority	High		15	0
	Medium		10	
	Low		5	
TAM Plan Alignment	Specifically In NE or IA TAMP		10	0
Environmental Justice	Environmental Justice Area		5	0
	Redevelopment Area		5	
Existing Asset Condition	Poor		10	0
	Fair		5	
	Good		0	
Funding Options	% Match	50+ %	15	0
		40.1 to 49.9%	10	
		30 to 39.9%	5	
Local Funding of Phases	Preliminary Engineering/NEPA Phase		5	0
	ROW/Construction Engineering Phase		5	
Bridge Sufficiency	Sufficiency Rating	0 - 25.00	10	0
		25.01-75.00	5	
		75+	0	
Bridge Status	Bridge Status from NBI	Structurally Deficient	10	0
		Functionally Obsolete	5	
Multi-Jurisdictional	Number of Partners	2	3	0
		3	6	
		4	9	
		5	12	
		6+	15	
Transportation Emphasis Areas	Feature			
	Bus Rapid Transit (BRT) Dedicated Lanes		4	0
	Bus Rapid Transit (BRT) Stations		4	
	Bus Signal Priority/Preemption		4	
	Queue Jump Infrastructure		4	
	Striped Transit Lane		2	
	Park and Ride Lot		2	
	Enhanced Bus Shelters		2	
	HOV Lanes		2	
	Adaptive Traffic Control Systems		4	
	Traffic Signal Coordination		**4**	
	Dynamic Message Board Display		2	
	Video/Infrared detection equipment		**2**	
	Permanent traffic count equipment		2	
	Ramp Meters/Gates		2	
	Bicycle traffic signal detection		2	
	Emergency Vehicle Signal Priority/Preemption		**2**	
	Cycle Track		4	
	On-Street Bicycle Lane		4	
	Shared Lane Markings		2	
	Off-Street Bicycle Trail		2	
	Bicycle Parking Amenities/Racks		2	
	Enhanced Bicycle Crossings		2	
	Cross Walk Islands/Shelters		2	
	Pedestrian Bridges		2	
	Enhanced Signage/Way-finding		1	
	Side Paths		**1**	
			TOTAL SCORE	0

Additional Comments	

STBG-MAPA Planning & Leverage Project Scoring Rubric

FY2022 Transportation Improvement Program

Reviewer Name/Organization:

Project Name:

Project Sponsor:

Description:

Is this project consistent with MAPA's 2050 LRTP and Local Planning Documents?			Yes	No
			Available Points	**Assigned Points**
Project Description	-		25	0
TAM Plan Alignment	Specifically In NE or IA TAMP		10	0
State and US DOT Award	Award Amount	$1 to $3 mil	3	0
		$3 to $6 mil	6	
		$6 to $9 mil	9	
		$9 to $12 mil	15	
		$12 to $15 mil	20	
		More than $15 mil	25	
Funding Options	% Match	50+ %	15	0
		40.1 to 49.9%	10	
		30 to 39.9%	5	
Multi-Jurisdictional	Number of Partners	2	3	0
		3	6	
		4	9	
		5	12	
		6+	15	
			TOTAL SCORE	0

Additional Comments	

MAPA TAP Project Selection

Guidance Document for STBG-MAPA Funding

FY2022-2027 Transportation Improvement Program

Approved:

TAP-C

TTAC

Board

Table of Contents

Definitions

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

> Four general factors affect physical accessibility:
> Mobility, that is, physical movement. Mobility can be provided by walking, cycling, public transit, ridesharing, taxi, automobiles, trucks and other modes.
>
> Mobility substitutes, such as telecommunications and delivery services. These can provide access to some types of goods and activities, particularly those involving information.
>
> Transportation system connectivity, which refers to the directness of links and the density of connections in path or road network.
>
> 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).

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:
>
> 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.

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.

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 meaning, each with different implications. There are four general types of equity related to transportation:

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.

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.

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.

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 STBG-MAPA projects, the minimum match percentage is 20 percent.

MAPA 2050 LRTP - The MAPA 2050 Long Range Transportation Plan was finalized in 2020 and is the applicable long range transportation plan for the MAPA region. Capital Improvement projects must be listed in the MAPA 2050 LRTP in order to be eligible for STBG-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.

Node - The endpoint of a link or intersection of two or more links of a transportation network.

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 STBG-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.

Sharrow - 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 place 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.

Schedule for TAP-MAPA Project Selection

Call for Projects Released	October 30, 2020
Submittal Deadline for Applications	January 8, 2021
Individual Project Applications Screened & Scored	January 22, 2021
Publication of Applications & Public Involvement	January 25, 2021
Selection Committee Meetings	March 8-19, 2021
Appeals Hearing (if needed)	March 26, 2021
Incorporation into Draft FY2022-2027 MAPA TIP	March-April 2021
Publication of Selected Projects & Distribution of Award Letters	May 7, 2021
TTAC Review of Draft FY2022-2027 MAPA TIP	May 21, 2021
MAPA Board of Directors Review of Draft FY2022-2027 MAPA TIP	May 27, 2021
State Review & Public Comment Period	May-June 2021
TTAC Review of Final FY2022-2027 MAPA TIP	June 18, 2021
MAPA Board of Directors Approval of Final FY2022-2027 MAPA TIP	June 24, 2021
Distribution of Final TIP to State & Federal Partners	July 2021

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):

> 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.).
>
> 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.
>
> Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users
>
> Construction of turnouts, overlooks, and viewing areas.
>
> Community improvement activities, which include but are not limited to:
> inventory, control, or removal of outdoor advertising;
> historic preservation and rehabilitation of historic transportation facilities;
> vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
> archaeological activities relating to impacts from implementation of a transportation project eligible under title 23.
>
> Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to-
>
> > 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
> > reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

The recreational trails program under section 206 of title 23

The safe routes to school program eligible projects and activities listed at section 1404(f) of the SAFETEA-LU:

Infrastructure-related projects.

Noninfrastructure-related activities.

Safe Routes to School coordinator.

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:

State or MPO administrative purposes, except for SRTS administration, and administrative costs of the State permitted for RTP set-aside funds.

Promotional activities, except as permitted under the SRTS.

General recreation and park facilities, playground equipment, sports fields, campgrounds, picnic areas and pavilions, etc.

Routine maintenance and operations.

Additional Eligibility Requirements for TAP Funding

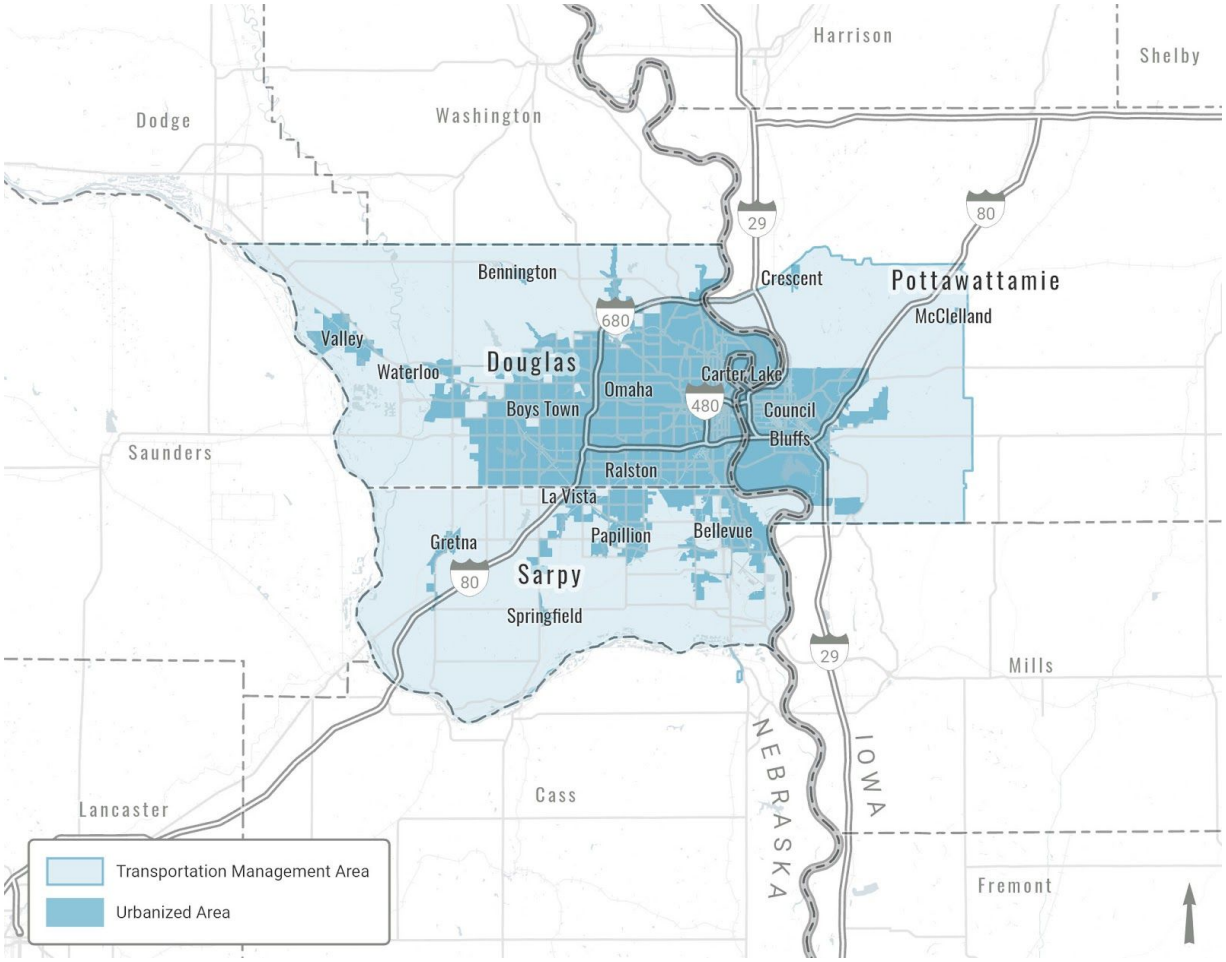
In addition to the above eligibility standards, projects seeking TAP-MAPA funding must meet the following minimum eligibility requirements:

Project must be listed in the MAPA 2050 Long Range Transportation Plan as required by the FAST Act.

Minimum match of 20 percent local (non-federal) funding as required by the FAST Act. 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



MAPA Project Selection Process

MAPA Transportation Alternatives Program Committee (TAP-C)

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 (Iowa DOT)
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.

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 2026 TAP-MAPA funding should be submitted no later than 4:30pm on January 8, 2021 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.

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 Transportation Alternatives Program (TAP) Criteria for the FY2022 TIP

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:

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

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 2 below.

Figure 2: 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.

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)

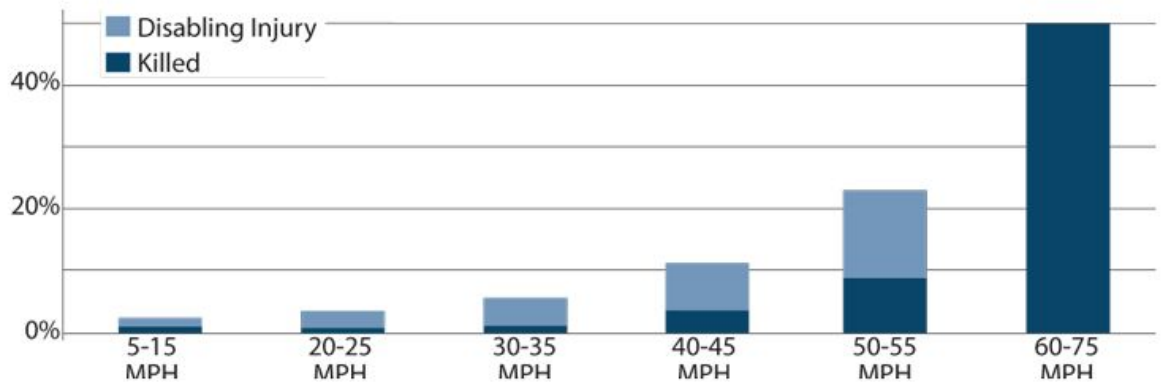
The number of pedestrian crashes occurring at a project's location allows the TAP-C to quantify the safety risks to both motorists and users of non-motorized vehicles as well. The total number of pedestrian crashes for three years along a project route will be calculated in ArcGIS using the crash databases 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 3 below.

Figure 3: 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 & 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 2050 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 4 (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

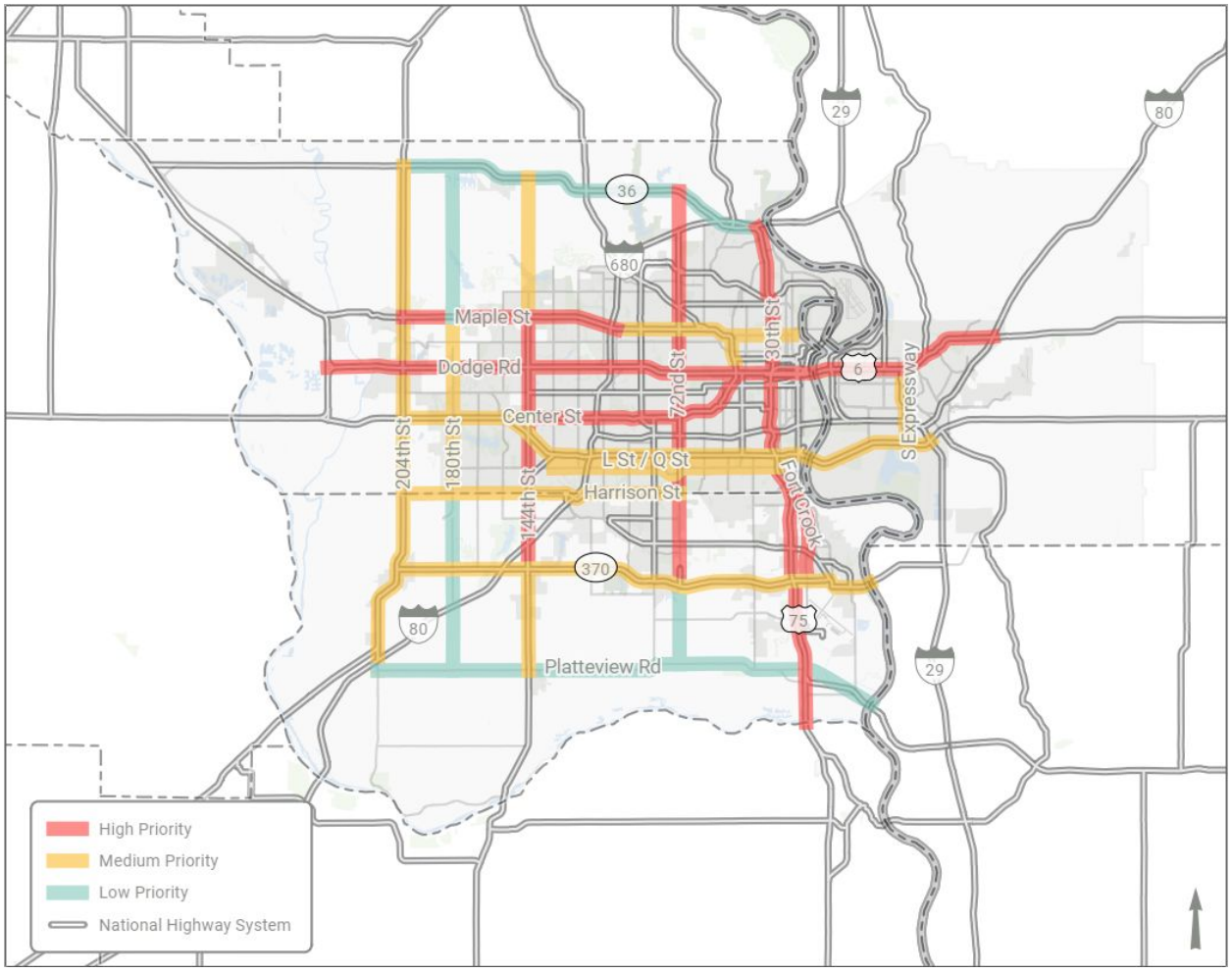
Table 4: Distribution of Points for Proximity to Environmental Justice Areas

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

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 4 (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 above.

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

Figure 4: MAPA 2050 Long Range Transportation Plan 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

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 the 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.

Section 5310 Program Management Plan

Approved 8/30/2018

MAPA Omaha - Council Bluffs Metropolitan Area Planning Agency

Table of Contents

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.

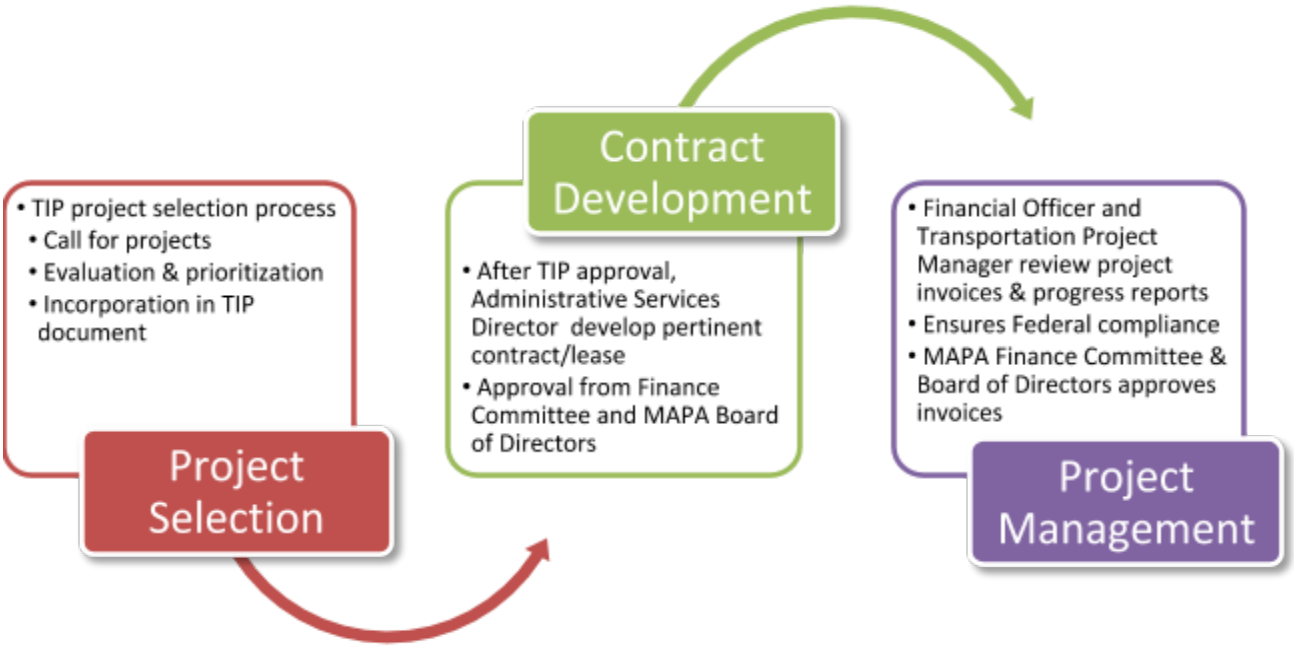


Figure 1: Program management process

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.

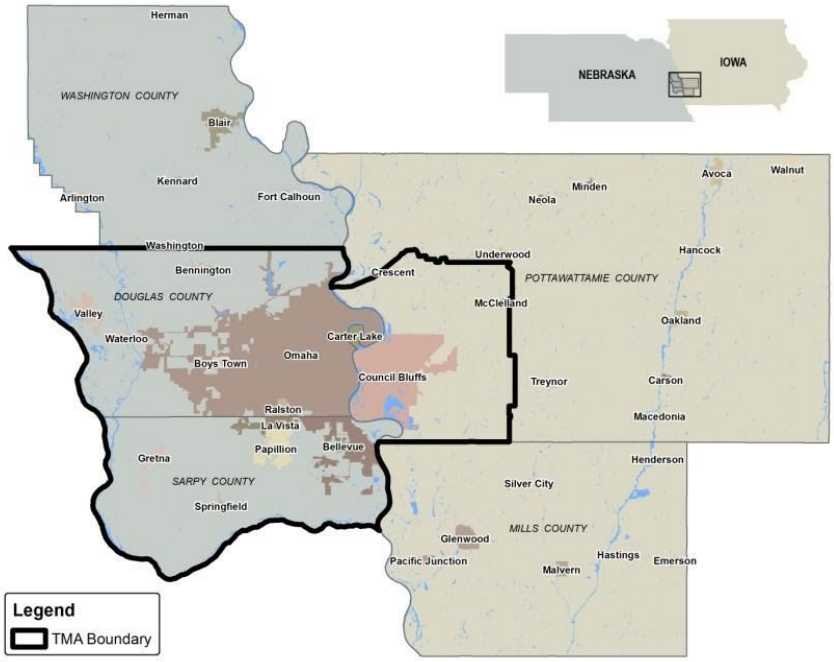


Figure 2: MAPA Region and Transportation Management Area (TMA)

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.

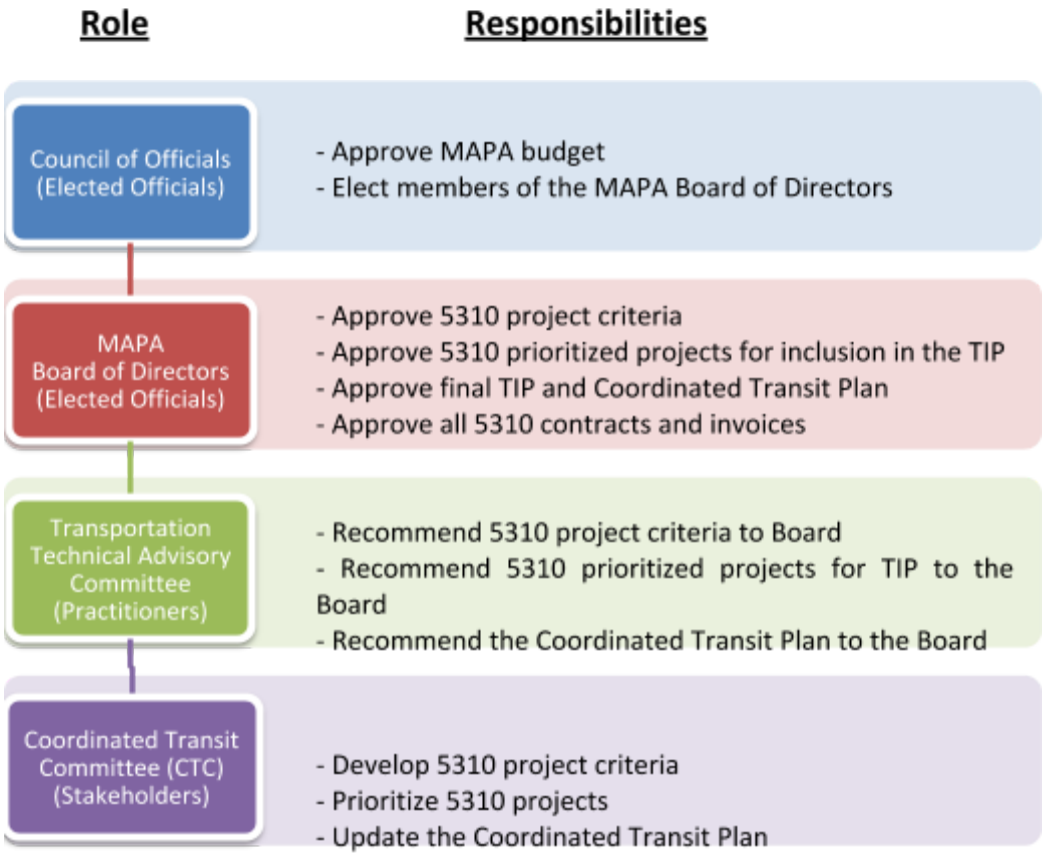


Figure 3: MAPA Roles and Responsibilities

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.

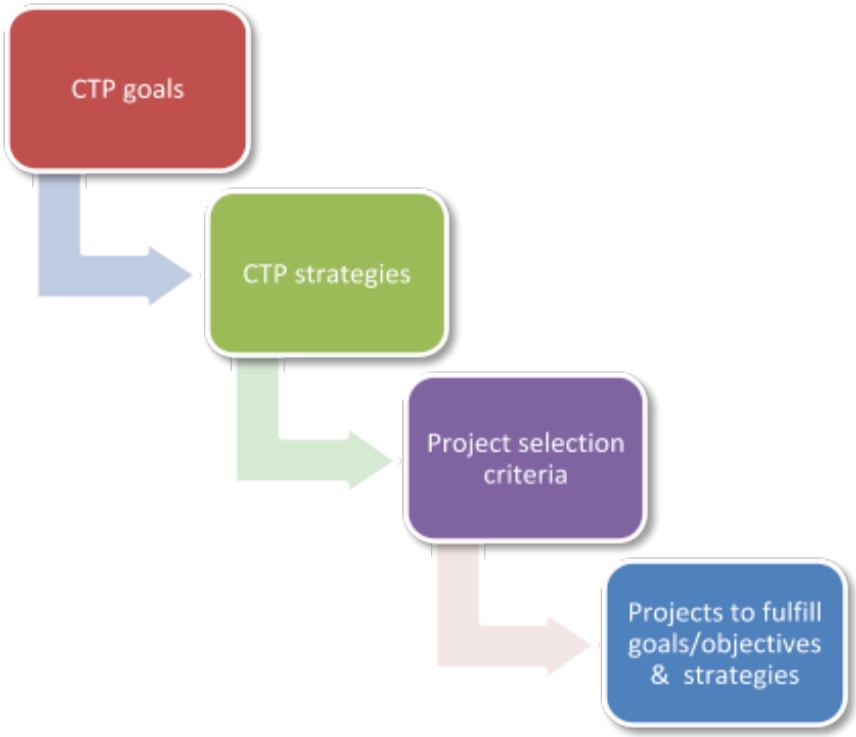


Figure 4: 5310 Coordination Process

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**
55% "Traditional" Capital Projects (Must)	a. Rolling stock and related activities for Section 5310-funded vehicles (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. b. Passenger facilities related to Section 5310-funded vehicles (1) Purchase and installation of benches, shelters, and other passenger amenities. c. Support facilities and equipment for Section 5310-funded vehicles (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. d. Lease of equipment when lease is more cost effective than purchase 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. f. Mobility management and coordination programs 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)	• Private Non-Profit Organizations • State or Local Governmental Authorities that are either: ○ 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**
45% "Other/New Freedom" Types of Projects (May)	a. 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; b. Public transportation projects (capital and operating) that exceed the requirements of the ADA. (1) Enhancing paratransit beyond minimum requirements of the ADA. a. Expansion of paratransit service parameters beyond the 3/4 mile required by the ADA; b. Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services; c. The incremental cost of providing same day service; 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; e. Enhancement of the level of service by providing escorts or assisting riders through the door of their destination; 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. g. Installation of additional securement locations in public buses beyond what is required by the ADA. (2) Feeder services. Accessible "feeder" service (transit service that provides access) to other modes, for which complementary paratransit service is not required under the ADA. c. Public transportation projects (capital and operating) that improve accessibility. (1) Making accessibility improvements to transit and intermodal stations not designated as key stations. (2) Travel training d. Public transportation alternatives that assist seniors and individuals with disabilities with transportation (capital and operating). (1) Purchasing vehicles to support accessible taxi, ride-sharing, and/or vanpooling programs. (2) Supporting the administration and expenses related to voucher programs for transportation services offered by human service providers. (3) Supporting volunteer driver and aide programs.	• 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 t 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.

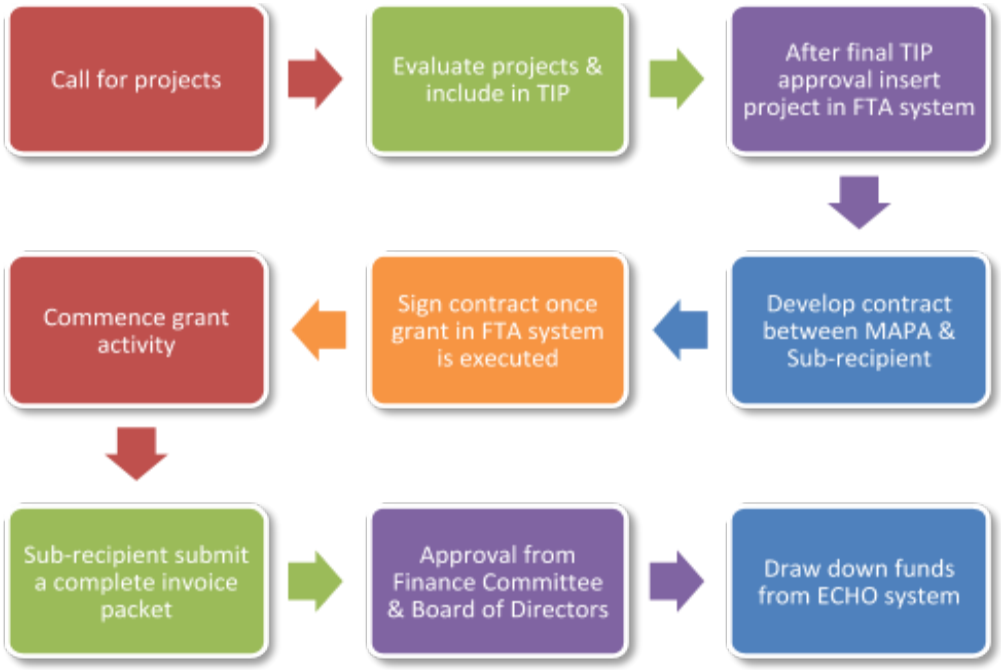


Figure 5: Project implementation schedule

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

- **o** **_____ 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