

# RPA<sup>18</sup>

**Regional Planning Affiliation - 18**

**State Fiscal Year 2026  
DRAFT Transportation Planning Work  
Program (TPWP)**

**March 12, 2025**



**Administered by  
Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, Nebraska 68102**

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Jay Christensen – Mayor, City of Harlan  
Tony Smith – Supervisor, Harrison County  
Richard Crouch – Supervisor, Mills County  
Susan Miller, Vice-Chair – Supervisor, Pottawattamie County  
Charles Parkhurst, Chair – Supervisor, Shelby County

**Technical Committee Members**

*Voting Members:*

Jamey Clark – Public Works Director, City of Glenwood  
Jay Christensen – Mayor, City of Harlan  
VACANT – County Engineer, Harrison County  
Jacob Ferro, Chair – County Engineer, Mills County  
John Rasmussen – County Engineer, Pottawattamie County  
Chris Fredericksen – County Engineer, Shelby County  
John McCurdy – Executive Director, SWIPCO

*Non-Voting Members:*

Gerri Doyle – Community Planner, FTA  
Sean Litteral – Planning & Development Team Leader, FHWA  
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## INTRODUCTION

### ORGANIZATION AND MANAGEMENT

The Regional Planning Affiliation 18 (RPA-18) is the designated transportation planning organization for Harrison, Mills and Shelby Counties and approximately the eastern three quarters of Pottawattamie County in southwest Iowa. It is one of 18 Regional Planning Agencies organized by the Iowa Department of Transportation (DOT). The governing bodies designated the Metropolitan Area Planning Agency (MAPA) to provide transportation and transportation-related planning functions for the RPA-18.

RPA-18's 2040 Long-Range Transportation Plan is the current policy document guiding transportation investments for the region. This plan identified significant maintenance needs in this region, priorities which are reflected in the projects programmed in the Regional Transportation Improvement Program (TIP).

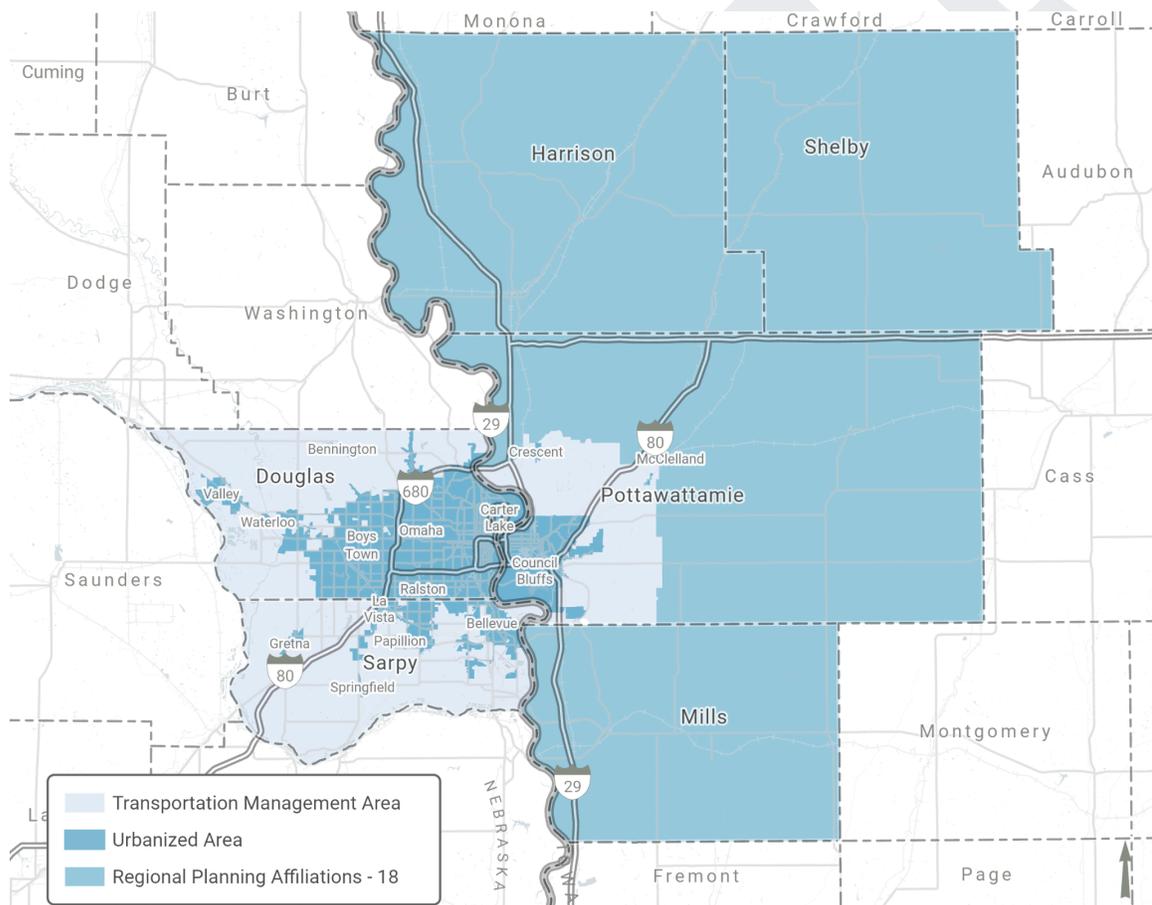


Figure 1: RPA-18 Region

## WORK PROGRAM

The RPA-18 Transportation Planning Work Program (TPWP) identifies tasks for the continued transportation planning process work for the fiscal year (FY) 2026, and will serve as the basis for funding within the fiscal year.

The development of a TPWP, as prescribed by guidance from Iowa DOT, is to serve as a means to promote the integration of planning coordination and to relate these activities to the 3C process: continuing, comprehensive, and cooperative planning.

During the development of the FY 2026 Transportation Planning Work Program (TPWP), a priority setting process was used to identify programs and projects that should be included in the work program.

Participants in this process included senior MAPA Staff, MAPA's Council of Officials, RPA-18 Policy Board, and RPA-18 Technical Committee. Results of this process are reflected by the tasks in this work program and the associated funding levels. The RPA-18 Technical Committee provides the direction for the development of the TPWP and monitors progress of the work.

Public comment and review of the TPWP is made available during the open meetings of the RPA-18 Policy Board and Technical Committee. Additionally, a copy of the draft and final TPWP is available on-line ([www.mapacog.org](http://www.mapacog.org)) and at the MAPA office for review and comment.

A description of the specific transportation-related tasks to be performed, previous work accomplished, anticipated products, and financial estimates are contained in the following projects:

- Management & Administration
- Regional Transportation Planning
- TIP & Local Projects
- Complete Streets

## MAJOR PLANNING PRIORITIES AND CHALLENGES

For FY 2026 the priority for the region will be the development and coordination of the Long Range Transportation Plan & safety planning efforts. The bulk of the work this year will be dedicated to administering the joint application from RPA 13 and 18 for the Safe Streets for All discretionary grant including contract services to the different communities. This project will be a significant work product for the year and MAPA will act as the lead administrator for the Safe Streets for All regional safety plan. This project will require additional outreach opportunities and coordination with Iowa DOT for crash data, and additional coordination with the County Safety Action Plans.

MAPA staff will work with local communities, county officials, trail groups, and RPA committees to prepare the update to the RPA-18 Long Range Transportation Plan. This year's long range plan is anticipated to continue exploring how to better link projects between the long range plan and the Transportation Improvement Program. Along with the update to the LRTP, the coming year will necessitate additional review and coordination with the RPA-18 Policy Board and Technical Committee for the project selection criteria to ensure new priorities emphasized by the IIJA align with the RPA-18 Long-Range Transportation Plan's goals. Some continued work will be necessary to provide oversight and guidance to recent changes in funding opportunities at Iowa Department of Transportation (DOT) including the availability of federal-aid swap programs, Transportation Alternatives Program. At this time there are still several projects in the RPA-18 Transportation Improvement Program that were converted to federal-aid projects and no longer qualify for swap funds. MAPA staff will continue to coordinate closely with member agencies to identify and potentially advance more projects through the discretionary programs found in IIJA.

Additional planning challenges are detailed below, organized within the RPA-18 2050 Long Range Transportation Plan Goals:

**Safety & Security:** Increase the safety and security of the transportation system for motorized and non motorized users

IIJA and the planning areas of emphasis seek to enhance the transportation infrastructure to meet the needs of local communities. MAPA staff will work with the Policy Board and Technical Committee to manage the needs of system preservation and developing new resilient infrastructure that provides for multimodal facilities that emphasize safety. MAPA staff will work with county engineers on the development and coordination of safety action plans for the region. Many of the Farm-to-Market roads go through local communities where there is a disparity between regional mobility and providing access to local communities. The Safe Street for All project will help advance and allow local communities to pursue additional discretionary funding opportunities. Through the joint efforts of RPA 13 and RPA18 will work with local communities to engage in systemic safety analysis to develop comprehensive safety action plans.

**Transportation Options:** Enhance accessibility, mobility, and connectivity between modes & choices available to residents in the region

As part of the update to the Long Range Transportation Plan, MAPA staff will engage and work closely with the RPA-18 Policy Board and Technical Committee members to prioritize, identify, and leverage funding opportunities to enhance sidewalk and trail development in the region. With the recent adoption of the Passenger Transportation Plan, MAPA staff will work with the Policy Board and Technical Committee to advance the strategies from the plan and identify potential funding opportunities. Staff will work closely with the Policy Board and Technical Committee to leverage and help local communities apply for discretionary funding opportunities. Staff will continue to collaborate with local jurisdictions to develop regionally significant trail connections throughout the region. Staff will work closely with local communities to enhance walking and biking by developing safe routes to school projects, facilitate virtual block talks, and community walk audits. MAPA will continue to work with the Frontier Iowa Trails Group (FIT) to program funding for the regional trail facilities that serve to connect local communities. MAPA will continue to work with Mills County to enhance and expand trail plans in the area. MAPA will work with local community partners to expand and enhance trail infrastructure in the region.

### ***Preservation & Resilience:***

**Maintenance, reliability, ability to recover from natural disasters, e.g., flooding**  
For FY 2026, MAPA staff will work with the latest data to update the RPA-18 Long Range Transportation plan and identify critical areas of investment. This will include identification of the latest pavement management layers, and work with the Freight Analysis Framework 5 (FAF5) to provide new insights regarding freight movement in the region that will provide valuable insights into economic development opportunities in Mills, Pottawattamie, and other counties. This year Iowa DOT will provide the latest Federal performance metrics in the next four year cycle of performance metrics. This information will be used and incorporated in the development of the Long Range Transportation Plan. Additionally, Iowa DOT released the latest Strategic Highway Safety Plan that provides a focus on developing a systemic safety approach and places a greater emphasis on reducing crashes related to vulnerable road users. Staff will work with the Policy Board and Technical Committee to review and update the project selection process to align with the LRTP goals and outcomes, and the latest State Plans. MAPA staff will continue to conduct outreach to counties, cities and other agencies to apply for funding which support their infrastructural and economic development needs.

### ***Economic Vitality:*** Transportation facilities that promote economic development & enhance travel and tourism

County trail planning will continue to be a key priority, largely facilitated through the Frontier Iowa Trails Group, Mills County Trails, and others. MAPA has helped bring partners from the FIT group together with Nebraska stakeholders to better understand opportunities for regional trail marketing and infrastructure improvements. Promotional mapping and data collection of trails will further enhance the trail experience and track its growth within the region. Additionally, the new sidewalk layer in Pottawattamie County will help facilitate and identify gaps in complete street implementation. The new Strategic Highway Safety plan, along with the Safe Streets for All funding will help identify and prioritize projects of regional significance. MAPA staff will work closely with local jurisdictions and the State to help enhance, and prioritize safety projects. MAPA staff will work with local building officials to track building permits in the region.

***Land Use and Growth & Sustainability:*** Consistency between transportation improvements and planned growth & economic development patterns, energy conservation

MAPA staff will work with Pottawattamie County Geographic Information System (GIS) to develop a new framework to inventory sidewalks in local communities. With recent tornados and disaster relief efforts underway, MAPA staff will continue to provide technical assistance and play a role in recovery work.

Draft

RPA-18 Long Range Transportation Goals							
		Safety & Security	Transportation Options	Preservation & Resilience	Economic Vitality	Land Use and Growth &	
Planning Emphasis Areas	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency	X	X		X	X	
	Increase the safety of the transportation system for motorized and non-motorized users	X	X	X	X	X	
	Increase the security of the transportation system for motorized and non-motorized users	X	X	X	X		
	Increase accessibility and mobility of people and freight	X	X		X	X	
	Protect & enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between State and local transportation improvements, planned growth, and economic development patterns	X	X	X	X	X	
	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	X	X	X		X	
	Promote efficient system management and operation	X	X	X	X		
	Emphasize the preservation of the existing transportation system	X	X	X		X	
	Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation	X			X	X	X
	Enhance travel and tourism	X	X	X	X	X	X
DOT Plans	Transportation Asset Management Plans	X	X	X	X	X	
	Strategic Highway Safety Plan	X	X		X	X	
	State Freight Plan	X	X	X	X		
Transit Providers	Transit Asset Management Plans	X	X	X	X		
	Transit Safety Plan	X	X	X	X		

## PROPOSED BUDGET

Budget summary tables are attached which show estimated expenditures by project. Local dues are provided by each participating county to match the federal funds allocated for RPA-18's planning activities.

The RPA-18 program is funded using Federal Highway Administration (FHWA) Surface Transportation Block Grant Program (STBG) funds, Federal Transit Agency (FTA) Section 5311 funds, FHWA State Planning and Research (SPR) funds, and local funding from each of the four member counties (based on the percentage of population of each county from the 2020 U.S. Census of the Population). RPA-18's planning funds are spent according to the attached cost allocation methodology. RPA-18 does not use FHWA planning funds for outside purchases.

## IOWA REGIONAL TRANSPORTATION PLANNING

The following sections detail the FY 2026 Work Program for the RPA-18 transportation planning and programming process for Harrison, Mills, Shelby Counties and the non-urbanized portion of Pottawattamie County. This year RPA-18 will be seeking a contract opportunity for FY 2026 that is a direct funding opportunity from U.S. DOT for the Safe Streets for All for RPA-18 and RPA-13. RPA-18 will not seek any funding for equipment purchases exceeding the \$5,000 threshold.

### **210 – MANAGEMENT & ADMINISTRATION**

#### *Objective*

To efficiently develop and implement RPA-18's Transportation Planning Work Program (TPWP) in accordance with Iowa DOT requirements. Provide a forum for coordination and cooperation among the RPA-18 Board, public, and private agencies, organizations, and stakeholders involved and interested in the multi-faceted efforts and disciplines needed to provide transportation services. To provide ongoing technical and policy education for planning and research activities. To provide for leadership and efficient administration of RPA-18's transportation programs.

#### *Previous Work*

- Developed, maintained, and the TPWP and associated agreements documents and certification reviews.
- Organized, facilitated, conducted public outreach in relation to programs and committees for RPA-18. Including maintaining schedules, administering the Policy and Technical committees.
- Organized, facilitated, and attended workshops, training educational activities. Coordinated meetings, webinars, staff development workshops and conferences including but not limited to Iowa DOT quarterly meetings, .
- Attended Iowa DOT quarterly meetings. Participated in training activities such as conferences and workshops to develop staff capacity and remain up-to-date with information necessary for planning activities. Participated in regular meetings of

ICOG leadership.

Personnel management for transportation activities. Financial management of budget and contracts. General administrative activities related to organization support and operations.

- Developed, wrote, and formalized the Title VI Civil Rights Policy for MAPA.

#### *Work Activities*

1. RPA- 18 work plan: write, implement, and amend as necessary the RPA-18 FY 2025 TPWP and work to develop and adopt the FY 2026 TPWP. Develop, review, and submit quarterly reports..
2. Administer, support continuing, comprehensive, and coordinated transportation planning program through support of the RPA-18 Policy Board and Technical Committee. The committee will oversee the approval of the TIP, LRTP, Civil Rights Plan, Work Plan. Attend, as required, relevant meetings of County Supervisors and City Councils to address issues of the RPA-18.
3. Technical, Policy and Professional Development Activities: Participate and travel to ongoing staff education and development activities such as workshops, conferences and webinars devoted to planning and research-related policy and technical information. Event sponsors include, but are not limited to, Federal Highway Administration, Federal Transit Administration, Iowa DOT, National Association of Development Organizations (NADO), Iowa Association of Councils of Government (ICOG) and other organizations.
4. Program Management & Administration: Provide oversight and administrative support for RPA-18 transportation and data staff activities. Development and maintenance of process documentation, project management platform, and staff coordination meetings. On-going Human Resources activities including recruitment, professional development, personnel management, and staff reviews. Monitor, maintain, and develop fiscal and contract management oversight for MAPA projects, programs, budgets, and on-going activities. This includes quarterly reporting and invoices for Iowa Departments of Transportation.

#### *Product*

Develop yearly reports including TPWP, TIP, and quarterly reports on transportation programs and made available for review, comment, and approval by the RPA-18 Policy Board and Technical Committee.

Provide staff support, outreach, social media and actions designed to provide transportation planning assistance on a regional basis. The RPA-18 Policy Board and Technical Committee meetings and actions taken will be documented. These committees are scheduled to meet a minimum of six times annually.

Maintain awareness of changes to state and federal policies and programs. Coordination of information with state and federal partners and other regional planning agencies in Iowa.

Maintain adequate staffing to support RPA-18 activities. Budget and agreements implemented in support of RPA-18 transportation planning programs. Efficient

administration and management of invoices, contracts and other administrative duties of RPA-18 projects and programs.

210 Total Staff Budget & Hours			
Total	Federal	Local	Hours
\$20,960	\$16,768	\$4,192	374

Draft

## 220 - REGIONAL TRANSPORTATION PLANNING

### *Objective*

Develop short-term multi-modal planning guidance and documentation to assist local jurisdictions in the planning, conceptual development, programming, and implementation of current transportation improvements within the RPA-18. Provide comprehensive, cooperative, and continuous opportunities for stakeholders & the public to participate, receive timely, and key decisions about the transportation planning process to implement the Long Range Transportation Plan. Use Geographic Information Systems (GIS) to conduct, develop, model, and maintain socioeconomic, demographic, and transportation assets to support the decision making at the state, regional and local level for the transportation planning process.

### *Previous Work*

- Adopted the 2040 RPA-18 LRTP and worked with transit providers, stakeholders, and the public to identify and coordinate mobility and human service transportation needs.
- Coordinated with the Southwest Iowa Transit Agency (SWITA) to provide rural transit and participated in quarterly TAG meetings. Participated and coordinated with Frontier Iowa Trails group and coordinated with the implementation of the Loess Hills recreation plan

### *Work Activities*

1. Develop and implement the RPA-18 2050 Long Range Transportation Plan Update. Work with local agencies to monitor and maintain performance metrics.
2. Support local long range planning initiatives, including comprehensive plans and other transportation and multi-modal studies. MAPA will work with local trail and resources agencies, transportation service providers (SWITA), schools, human service agencies, and related stakeholders to encourage, coordinate, and implement plans, actions, and programs to enhance the multi-modal transportation opportunities of the elderly, people with disabilities, and economically disadvantaged and incorporate elements of other related transit programs into the RPA-18 transportation planning activities.
3. Other Long-Range Studies: Provide technical assistance and related transportation system travel, financial, and socioeconomic data to the states and local jurisdictions as requested to assist in conducting long-range corridor, location, subarea, feasibility, and other project level studies requiring coordination with cities, counties, states, utilities, and other stakeholders.
4. Public Participation Plan (PPP) & Public Engagement Activities: Implement the policies identified in the Public Participation Plan (adopted August 2023). Develop an annual report documenting public participation activities conducted during the past year. Conduct public involvement and engagement efforts related to the transportation planning process. Host public forums and panel discussions on topics related to and impacted by transportation planning. Conduct presentations and meetings with service clubs, neighborhoods, community leaders, elected officials, and others to foster strong relationships and engage the public in the planning process. Efforts will include outreach and engagement activities. Develop, produce, and

- disseminate MAPA reports and materials. Maintain, develop and update MAPA’s website and social media assets on a consistent basis. Conduct community relations with partners and participate in Federal, State and Local forums to support the transportation planning process. Examples include public events or hearings related to transportation projects, state commission meetings, and ongoing coordination meetings between state partners (Iowa DOT) and MPOs/RPAs. Coordination with other local, transportation-related activities. Implement the adopted Public Participation Plan for the RPA-18 Region. Review and maintain the public participation process to ensure compliance with Federal Requirements like Title VI and Civil Rights.
5. **Regional Data Development & Maintenance:** Maintain and update an integrated geographic database system and develop other computerized tools to assist in the analysis and manipulation of data. Create maps, graphs, and analysis as requested for jurisdictions and the general public. Coordinate GIS activities in the region to support the planning process. Purchase new hardware and accompanying software to support GIS activities as needed. Collect, purchase, and monitor local travel data including detailed data regarding traffic counts (such as time of day, occupancy, and vehicle classification), speed, and delay as available from local jurisdictions and other secondary sources. Collaborate with data partners toward the development of the GOHub Regional Data portal and Natural Resources Inventory (NRI). Review pavement, traffic counts, and other roadway characteristics for Iowa DOT Highway Performance Monitoring System (HPMS) report. Work with Iowa DOT to harmonize multi-state data regarding safety and roadways networks.
  6. **Drone Data Services:** Utilize MAPA drone for photography and data collection activities. Staff time on drone services contracts with partner communities and members. Development of MAPA image library in coordination with local partners. Drone project planning, data processing and creation of deliverables such as photography, video and other data products.

*Product*

Provide staff support for the development of the Long Range Transportation plan Update. Provide transportation information to the general public. This will be accomplished in accordance with the MAPA PPP. Maintenance of RPA-18 materials on the MAPA website. Updated Public Participation Plan for MAPA and RPA-18 planning activities. Addition of RPA-18 resources to the GOHub regional open data portal. Development of Story Maps for RPA-18 Planning products. Data development for the Long Range Transportation Plan. MAPA aerial photography image library available for the transportation planning process and member communities.

220 Total Staff Budget & Hours			
Total	Federal	Local	Hours
\$23,056	\$18,445	\$4,611	412

**230 - TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & LOCAL PROJECTS**

*Objective*

Develop long-term, multi-modal, planning guidance and documentation to assist local jurisdictions in the planning, conceptual development, programming and implementation of

current and future transportation improvements within the RPA-18- including human services transportation. Develop and maintain regional data resources regarding local mapping, demographics, and activities for public participation to support the transportation planning process.

#### *Previous Work*

- Implementation of the FY2023-2026 Transportation Improvement Program (TIP).
- Follow directives stated in the MAPA/RPA-18 PPP to announce Policy Board and Technical Committee meetings, make the RPA-18 TIP available for public comment, and forward public comments to the respective jurisdictions and committees. Maintenance of MAPA's website to make RPA-18 materials available to the public.
- Develop and maintain regional data resources for RPA-18 communities, including datasets utilized in development of 2040 Long Range Transportation Plan. Maintenance of RPA-18 resources in MAPA's Regional Data Explorer and GOHub open data portal.

#### *Work Activities*

1. Development & Maintenance of Transportation Improvement Program: Administer the FFY2025 and development of the FFY2026 Transportation Improvement Programs. Develop TIP to provide a program of multi-modal transportation projects scheduled for implementation during fiscal years 2026 to 2029. The program will include a prioritized list of projects to maintain regional fiscal constraints of the TIP and ensure LRTP consistency. for the four-year period and a financial plan that will lead to project implementation. Solicitation for project information begins in November with a draft TIP completed by the end of May and the final TIP approved in July.
2. Project Selection Activities: the selection process includes the development and review of federal-aid eligible projects for STBG, TAP.
3. Update, amend, and revise the Iowa DOT TPMS to reflect a verbatim representation of RPA-18 transportation and transportation-related projects and activities. Assist communities with implementation of Federal-Aid projects, discretionary funding, and process throughout the year.
4. Maintain and implement the joint RPA -13/18 PTP through coordination with service providers in the region. Make RPA-18 documents available for public comment, maintain social media and website materials available to the public.
5. Transportation Funding Analysis & Project Support: Identify and assess innovative financing, research funding opportunities available to the region from federal and state sources. Monitor congressional reauthorization conversions and facilitate regional dialogue about federal transportation funding opportunities. Support implementation/administration of regional apportionments of discretionary funding in coordination with state and local partners. Provide technical assistance to coordinate project delivery with State and Local partners. MAPA may serve to provide technical assistance for locally-led transportation planning projects. Provide technical support and assist in grant writing, grant administration, and development of letters of support for transportation funding requests, and other funding opportunities. MAPA staff will respond to requests for demographic, traffic, and other data requests from members.

MAPA staff will respond to mapping and GIS requests for demographic, traffic, and other data requests from members.

*Product*

Provide an approved, staged, Transportation Improvement Program document representing federally-funded transportation projects programmed for development and implementation within a four-year time frame. Project solicitation for the TIP begins in November with a draft completed by the end of June and the final FY 2026-2029 TIP approved in July. Provide an updated and current representation of transportation projects in the Iowa DOT TPMS. Draft FY2026-2029 TIP will be developed in May.

230 Total Staff Budget & Hours			
Total	Federal	Local	Hours
\$21,659	\$17,327	\$4,332	387

## 240 – COMPLETE STREETS

### *Objective*

Increase awareness of the regional complete streets vision and on-going coordination with State and Local partners on complete streets policy development, and implementation. Improve the region's transportation network to incorporate non-motorized transportation. Coordinate the transportation planning process with the implementation of Heartland 2050 Regional Vision.

### *Previous Work*

- Participated in Frontier Iowa Trails Group meetings in support of the H2050 Action Plan.
- Supported activities to enhance and develop safety and multi-modal projects.

### *Work Activities*

1. Complete Streets Planning Activities: Participate in bicycle/pedestrian planning activities for the region, including the implementation of regional Complete Streets policy, designs and work groups at local, State and Federal levels. Work with local cities to develop Bicycle and Pedestrian and or Active Mobility Master Plans, transit expansion plans, ADA transition plans, Complete Street Plans and trail plans. Work with regional partners to implement Access to Trails and the natural surface trails. Support future implementation of the studies and include in future LRTP amendments. Assist with implementation and updates to Regional Bicycle/Pedestrian Plans with local project partners. Support local bicycle, pedestrian, complete streets, urban design, urban forest. ADA committees including Frontier Iowa Trails, and other local groups.
2. Support activities of Heartland 2050's Action Plan Implementation semi-annual workshops and focus groups on transportation-related issues. Refinement of Heartland 2050 Action Plan and coordination with community leaders in the RPA-18 region. Block Talks can be performed as requested by member jurisdictions. Support the county-wide trail planning activities in RPA-18 communities and continue to foster regional trail conversations.
3. Passenger Transportation Plan: regional coordination and maintenance of the PTP (adopted in FY2023) through coordinated effort of RPA-13 and RPA-18. Continue collaborative work with transportation service providers, human service agencies, and stakeholders to encourage, coordinate, and implement plans, actions, and programs to enhance the transportation opportunities of the elderly, disabled, and economically disadvantaged. Participate in statewide mobility management coordination through Iowa DOT. Coordination between the City of Council Bluffs, Southwest Iowa Transit Agency (SWITA), and other rural providers.
4. Transit Planning Activities: Provide data, technical analysis, and coordination in support of short-range and long-range transit planning. Collaborate with SWITA, committees, local governments, nonprofit agencies, and other stakeholders in the transit planning process. Support regional transportation strategy implementation.
5. Safety Planning & Coordination: Facilitate semi-annual meetings of the MAPA Safety Committee in coordination with federal, state and local partners. Monitor safety

performance with state and local partners. Participate in monthly Highway Safety Committee meetings with Iowa DOT and FHWA- Iowa. Coordinate with state and local partners to implement County Safety Plans for local and regional safety projects.

6. Safe Streets for All (SS4A): Coordinate with local partners on the implementation of the joint Safe Streets for All program for RPAs 13/18 . Develop regional traffic safety analysis for the local roadway network and implementation of a systemic safety approach that will prioritize strategies that maximize opportunities for discretionary funding to implement local roadway projects in rural and disadvantaged communities. MAPA will continue emphasizing public engagement throughout the planning process to develop solutions that adequately serve these communities. It will examine incidents among a variety of road users including, but not limited to, pedestrians, bicyclists, public transportation users, personal conveyance and micromobility users, motorists, and commercial operators. The plan will also develop low-cost, high-impact solutions and strategies at the regional level, complementing State systemic safety projects, and using innovative technologies under an evidence based, comprehensive safety action plan framework.
7. Preservation and Resilience: Work with federal, state, and local agencies to monitor air quality. Coordinate with local agencies to develop educational materials, and conduct training. Work with major institutional partners, including universities, utilities and transportation agencies to develop regional travel demand management strategies. Activities may include grant preparation and oversight and other funding opportunities.

*Products*

Semi-annual coordination meetings with community leaders in the Heartland 2050 Regional Planning Advisory Committee. Coordinate transit activities and incorporate human service considerations into the RPA-18 planning process. Provide input and participate in maintenance and implementation of the SWITA PTP and related activities, which include attending two TAG meetings per year. Participation in bi-monthly Trail meetings. Ongoing coordination with County engineers for the Safe Streets for all discretionary planning grant. Administer the RPA-13/18 Safe Streets for All safety action plan. Work with local stakeholders for the Iowa secondary roads Safe Streets for All planning initiative. Work to complete the joint RPA-13/18 Safe Street For all safety action plan.

240 Total Staff Budget & Hours			
Total	Federal	Local	Hours
\$4,193	\$3,354	\$839	75

240 Safe Streets for all Budget				
Total	Federal	Iowa DOT Local HSIP SWAP RPA-18	Iowa DOT Local HSIP SWAP RPA-13	Local Match
\$125,000	\$100,000	\$12,000	\$12,000	\$1,000

## REVISION AND APPROVAL PROCEDURES

### OVERVIEW

2 CFR 200 describes the uniform administrative rules for Federal grants and cooperative agreements and subawards to State, local and Indian tribal governments. These requirements apply to metropolitan planning (PL) and State Planning and Research (SPR) grants. FTA has similar requirements and procedures documented in [FTA Circular 5010.1E](#), which apply to all applicable FTA program grants. Iowa uses a Consolidated Planning Grant (CPG) where FHWA and FTA planning funds are combined into a single grant managed through FTA's TrAMS system. The uses of these funds are documented in the work programs of the Iowa DOT, MPOs, and RPAs. FTA is the lead agency administering the CPG.

### WAIVER OF APPROVALS

All work program changes require prior written Federal approval, unless waived by the awarding agency. [2 CFR § 200.308](#) outlines different types of revisions for budget and program plans, and this [FHWA memo on prior approvals](#) summarizes revisions that require prior Federal approval, as well as other miscellaneous actions and allowable costs that require prior Federal approval.

Types of TPWP revisions that require Federal approval include, but are not limited to, the following:

- Request for additional Federal funding.
- Transfers of funds between categories, projects, functions, or activities which exceed 10% of the total work program budget when the Federal share of the budget exceeds \$150,000.
- Revision of the scope or objectives of activities.
- Transferring substantive programmatic work to a third party (consultant).
- Capital expenditures, including the purchasing of equipment.
- Transfer of funds allotted for training allowances.

Types of revisions that require Iowa DOT approval include:

- Transfers of funds between categories, projects, functions, or activities which do not exceed 10% of the total work program budget, or when the Federal share of the budget is less than \$150,000.

Types of revisions that require MPO/RPA approval include:

- Revisions related to work that does not involve federal funding.

## REVISION / APPROVAL PROCEDURES

- All revision requests from MPOs and RPAs should be submitted electronically to the Iowa DOT Systems Planning Bureau and the agency's Iowa DOT District Planner. If all necessary information is provided, the request will then be forwarded to the FHWA and FTA for review and any necessary approvals.
  - Revision requests shall, at a minimum, include:
    - A letter detailing the work program revision(s)
    - A resolution or meeting minutes showing the revision's approval.
    - Budget summary table with changes highlighted.
    - Amended work program with any modified section(s) highlighted.
- Revisions where **FHWA/FTA** is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.
- Revisions where the **Iowa DOT Systems Planning Bureau** is the designated approving agency shall require written approval by the Iowa DOT Systems Planning Bureau prior to commencement of activity, purchasing of equipment, or request for reimbursement.
- Revisions where the **MPO or RPA** is the approving agency shall be approved by the Policy Board.
- Notification by the approving agency will be in writing.

*NOTE: All necessary TPWP approvals shall be in place prior to the commencement of activity, purchasing of equipment, or request for reimbursement. More specifically, with regard to the procurement of equipment and services, there should be no notification of award, signed contract, placement of an order, or agreement with a contractor prior to receiving the necessary TPWP approvals.*

<b>FY 2026 RPA-18 WORK PROGRAM BUDGET FOR HARRISON, MILLS, SHELBY COUNTIES AND THE NON-URBAN PORTION OF POTTAWATTAMIE CO.</b>				
<b>EXPENDITURES</b>				
<u>Line Item Costs</u>		<b>2024</b>	<b>2025</b>	<b>2026</b>
Staff		\$82,256	\$87,055	\$69,868
<u>Sub-Total - MAPA Staff Activities</u>			<u>\$94,723</u>	<u>\$69,868</u>
Safe Streets for All - Consultant Contract			<u>\$125,000</u>	<u>\$125,000</u>
		<u>\$89,924</u>	<u>\$219,723</u>	<u>\$194,868</u>
<b>REVENUES</b>				
<u>Overview</u>	Federal	\$71,939	\$175,778	\$155,894
	Local - Dues and Contract Match	<u>\$17,985</u>	\$19,945	\$14,974
	State - HSIP SWAP Funding		<u>\$24,000</u>	<u>\$24,000</u>
	<u>Sub-Total - MAPA Staff Activities</u>		<u>\$94,723</u>	<u>\$69,868</u>
	Total	<u>\$89,924</u>	<u>\$195,723</u>	<u>\$170,868</u>
<u>Federal</u>	FTA Sec 5311 Funds	\$27,230	\$27,746	\$27,947
	FHWA SPR	\$27,230	\$27,746	\$27,947
	Subtotal New Funding	<u>\$54,460</u>	<u>\$55,492</u>	<u>\$55,894</u>
	FHWA SPR Carryover Funds	\$17,479	\$20,286	\$0
	FTA 5311 Carryover	\$0	\$0	\$0
	Subtotal Carryover Funding	<u>\$17,479</u>	<u>\$20,286</u>	<u>\$0</u>
	<u>Sub-Total - MAPA Staff Activities</u>		<u>\$75,778</u>	<u>\$55,894</u>
	USDOT SS4A - Consultant Contract		<u>\$100,000</u>	<u>\$100,000</u>
	Total Federal	<u>\$71,939</u>	<u>\$175,778</u>	<u>\$155,894</u>
<u>Non-Federal</u>	Carryover Match	\$4,370	\$5,072	\$0
	Pott. County Master Plan			
	NIROC Aerial Photography			
	Harrison (26.0%)	\$3,540	\$3,607	\$3,633
	Mills (25.8%)	\$3,513	\$3,579	\$3,605
	Pottawattamie (27.2%)	\$3,703	\$3,773	\$3,801
	Shelby (21.0%)	\$2,859	\$2,913	\$2,934
	<u>Sub-Total - MAPA Staff Activities</u>		<u>\$18,945</u>	<u>\$13,974</u>
	State - HSIP SWAP - Match for Consultant Contract		\$24,000	\$24,000
	Additional Non-federal Match for Consultant Contract		\$1,000	\$1,000
	Total	<u>\$17,985</u>	<u>\$43,945</u>	<u>\$38,974</u>
<b>ESTIMATED STAFF TIME BY WORK ACTIVITY FOR FY 2026</b>				
		<b>Expenditure</b>	<b>Staff Hours</b>	
X10	Management & Administration	\$20,960	374	
X20	Regional Transportation Planning	\$23,056	412	
X30	TIP & Local Projects	\$21,659	387	
X40	Complete Streets	\$4,193	75	
	Total	<u>\$69,868</u>	<u>1,248</u>	

**FY 2026 RPA-18 WORK PROGRAM BUDGET FOR HARRISON, MILLS, SHELBY COUNTIES AND THE NON - URBAN PORTION OF POTTAWATTAMIE CO.**

Activity/Work Element		FTA 5311 New*	FHWA SPR	FHWA SPR Carryover	Local Match	Total
210	Management & Administration	\$8,384	\$8,384	\$0	\$4,192	<b>\$20,960</b>
220	Regional Transportation Planning	\$9,223	\$9,222	\$0	\$4,611	<b>\$23,056</b>
230	TIP & Local Projects	\$8,664	\$8,663	\$0	\$4,332	<b>\$21,659</b>
240	Complete Streets	\$1,677	\$1,677	\$0	\$839	<b>\$4,193</b>
<b>Totals</b>		<b>\$27,947</b>	<b>\$27,947</b>	<b>\$0</b>	<b>\$13,974</b>	<b>\$69,868</b>

Activity/Work Element		USDOT Federal	Iowa DOT HSIP local Match RPA-18	Iowa DOT HSIP local Match RPA-13	Local Match	Total
240	Safe Streets for All	\$100,000	\$12,000	\$12,000	\$1,000	<b>\$125,000</b>

## Certificate of Indirect Cost Proposal/Indirect Costs

This is to certify that I have reviewed the indirect cost proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal 03/07/2025 to establish a:

- Cost Allocation Plan
- Indirect Cost Rate

for State Fiscal Year 2026 are allowable in accordance with the requirements of the Federal awards to which they apply and with Subpart E—Cost Principles of Part 200 as they apply to my:

- Governmental Organization
- Non-Profit Organization

(1) This proposal does not include any costs which are unallowable under Subpart E—Cost Principles of Part 200 such as (without limitation): public relations costs, contributions and donations, entertainment costs, fines and penalties, lobbying costs, and defense of fraud proceedings; and

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

Subject to the provisions of the Program Fraud Civil Remedies Act of 1986, (31 USC 3801 et seq.), and the Department of Labor's implementing regulations, (29 CFR Part 22), the False Claims Act (18 USC 287 and 31 USC 3729); and the False Statement Act (18 USC 1001), I declare to the best of my knowledge that the foregoing is true and correct.

\_\_\_\_\_  
(Signature)

Michael Helgerson

Executive Director

(Title)

Metropolitan Area Planning Agency

(Name of Organization)

5/XX/2025

(Date Signed)



## RPA Self-Certification of Procurement and Consultant Selection Procedures

This is to certify that I have reviewed the [Iowa DOT Purchasing Rules](#) (Iowa Administrative Code 761, Chapter 20) and will ensure procurements or the selection of consultant firms for projects to be reimbursed with federal transportation planning funds will follow the policies and procedures outlined in the above-referenced purchasing rules.

Further, I certify that the following requirements will be adhered to for procurements and consultant services to be reimbursed with federal transportation planning funds.

- Capital expenditures, including the purchase of equipment, will be a separate line item in an approved Transportation Planning Work Program (TPWP) if the anticipated total cost exceeds \$5,000.
- An approved TPWP will specify that a project will involve consultant services prior to initiating the consultant selection process.
- Our agency will document the procedures utilized for the procurement or consultant selection, and will retain this documentation on file for a minimum of three years.
- When reimbursement is requested for capital expenditures or consultant services, we will provide our District Planner and the Systems Planning Bureau, through email or hard copy, invoices documenting the expenditure(s) and proof of payment at the time the associated reimbursement request is submitted.

I declare to the best of my knowledge and ability that we will adhere to the above requirements.

\_\_\_\_\_  
(Signature)

Michael Helgerson

Executive Director

(Title)

Metropolitan Area Planning Agency

(Name of Organization)

5/22/2024

(Date Signed)



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**OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY**  
**REGIONAL PLANNING AFFILIATION 18**

Adoption of FY2026 Transportation Planning Work Program (TPWP)

WHEREAS, MAPA is the designated Regional Planning Affiliation (RPA) for the Regional Planning Affiliation 18 Transportation Study Area (TSA); and,

WHEREAS, it is the responsibility of the RPA, in conjunction with the States, to certify that the transportation planning process complies with all applicable federal laws and regulations; and,

WHEREAS, the Transportation Planning Work Program (TPWP) for fiscal year 2026, covering the period of July 1, 2025 to June 30, 2026, has been prepared and submitted to the Iowa Department of Transportation, made available for public comment for thirty (30) days and has been reviewed and recommended by the Policy Board and Technical Committee of RPA-18; and,

WHEREAS, these work elements are consistent with the regional priorities for transportation planning and the implementation of the Long Range Transportation Plan (LRTP); and therefore be it

RESOLVED, that RPA-18 Policy and Technical Committees approve and adopt the attached FY2026 Transportation Planning Work Program (TPWP) and recommend it be forwarded to the appropriate State and Federal agencies.

PASSED this XXnd day of MAY, 2025.

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Charles Parkhurst, Chairman  
RPA-18 Policy Board

