



**EVANSVILLE MPO**

# **UNIFIED PLANNING WORK PROGRAM**

**FY 2025 - 2026**

Evansville MPO



Henderson • Vanderburgh • Warrick



# EVANSVILLE MPO UNIFIED PLANNING WORK PROGRAM FY 2025 - 2026

Evansville MPO Policy Committee Adoption: March 14, 2024  
Comments received and addressed: April 3, 2024

## Evansville Metropolitan Planning Organization

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## ACKNOWLEDGEMENT AND DISCLAIMER

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



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

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RESOLUTION APPROVING AN AMENDMENT TO  
THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM  
RESOLUTION 2024-UPWP-1

**WHEREAS**, the Evansville Metropolitan Planning Organization is the organization designated by the Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the metropolitan transportation planning process required by 23 U.S.C. 134 Federal-Aid Highway planning requirements and 49 U.S.C. 1603 (a) (Federal Transit planning requirements) in the Evansville Urbanized Area; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration guidelines contained in Federal Register Vol. 58, No. 207, October 28, 1993, revised the planning regulations governing the development of metropolitan planning regulations; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has developed a Unified Planning Work Program as required under Section 450.314 in consultation with the State and the transit operators; and

**WHEREAS**, the Evansville Metropolitan Planning Organization Policy Committee is the policy body of the Evansville Metropolitan Planning Organization; and

**WHEREAS**, the Federal Highway Administration and Federal Transit Administration authorizes the expenditures for planning activities of the Metropolitan Planning Organizations; and

**WHEREAS**, proposed expenditures for planning activities are contained in the Unified Planning Work Program; and

**WHEREAS**, the Evansville Metropolitan Planning Organization has complied with the Clean Air Act (CAA) requirements as they pertain to the development and conformity of the FY 2025 & FY 2026 Unified Planning Work Program; and

**WHEREAS**, Federal Highway Administration and Federal Transit Administration require endorsement by the policy body of the Metropolitan Planning Organization of a Unified Planning Work Program as a prerequisite to expenditure of Federal Highway Administration and Federal Transit Administration planning funds; and

**WHEREAS**, the new IIJA Bipartisan Infrastructure Law requires that 2.5% of PL obligations be set aside for use on increasing safe and accessible transportation options.

**WHEREAS**, changes and adjustments resulting from Federal and State agencies in addressing responses to reviewer comments can be made at any time without additional policy committee approval:

**BE IT THEREFORE RESOLVED**, that the Evansville Metropolitan Planning Organization Policy Committee, at its regular meeting of March 14<sup>th</sup>, 2024 endorses and approves the FY 2025 & FY 2026 Unified Planning Work Program.



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Jack Corn, Jr., Chairman Evansville Metropolitan Planning Organization Policy Committee, March 14, 2024

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## Evansville MPO Policy Committee Members

<b>Jack Corn, Jr.</b>	Chairperson, Evansville City Council Appointment
<b>Rusty Fowler</b>	Vice-Chairperson, Indiana Department of Transportation
<b>Stephanie Terry</b>	Mayor, City of Evansville
<b>William "Buzzy" Newman</b>	Henderson City Manager, City of Henderson Appointment
<b>Mary Allen</b>	Councilmember, Evansville City Council
<b>Cheryl Musgrave</b>	Commissioner, Vanderburgh County Commission
<b>Jill Hahn</b>	Councilmember, Vanderburgh County Council
<b>Dan Saylor</b>	Commissioner, Warrick County Commission
<b>Nick Stallings</b>	County Engineer, Henderson County Appointment
<b>John Stoll</b>	County Engineer, Vanderburgh County Commission Appointment
<b>Todd M. Robertson</b>	Transportation and Services Director, City of Evansville Mayoral Appointment
<b>Christy Powell</b>	Town Manager, Town of Newburgh Appointment
<b>Deneatra Henderson</b>	Chief District Engineer, Kentucky Transportation Cabinet
<b>Michael Smith</b>	Indiana Department of Transportation (NV)
<b>Jermaine Hannon</b>	Indiana Federal Highway Administration (NV)
<b>La'Keshia Stewart</b>	Indiana Federal Highway Administration (NV)
<b>Shawn Seals</b>	Indiana Department of Environmental Management (NV)
<b>Kelley Brookins</b>	Federal Transit Administration Region V (NV)
<b>Cecilia Godfrey</b>	Federal Transit Administration Region V (NV)
<b>Todd Jeter</b>	Kentucky Federal Highway Administration (NV)
<b>John Ballantyne</b>	Kentucky Federal Highway Administration (NV)
<b>Jim Gray</b>	Kentucky Transportation Cabinet (NV)
<b>Mikael Pelfrey</b>	Kentucky Transportation Cabinet (NV)
<b>Michael Kennedy</b>	Kentucky Division of Air Quality (NV)

(NV) = Non-voting

# ACKNOWLEDGEMENTS

## Evansville MPO Technical Committee Members

**Nate Hahn, Chairperson** Executive Director, Evansville Vanderburgh Airport Authority  
**Rick Wilson, Vice Chairperson** Superintendent of Operations, METS

The following organizations are represented on the Technical Committee:

American Medical Response	Henderson City Engineer
American Structurepoint, Inc.	HOLA Evansville
Arc of Evansville	Henderson City Manager
Ascension St. Vincent	Henderson County Engineer
Black Chamber of Commerce Evansville	Henderson County Riverport Authority
Carver Community Organization	Henderson-Henderson County Chamber of Commerce
Commonwealth Engineers, Inc.	Henderson-Henderson County Plan Commission
CSX Transportation	Henderson County Judge Executive
David Matthews Associates	Indiana Department of Environmental Management (Indianapolis)
Dpatrick Automotive	Indiana Department of Transportation (Indianapolis)
Easterseals Rehabilitation Center	Indiana Department of Transportation (Vincennes)
Eastland Mall	Indiana Southern Railroad
Evansville Regional Economic Partnership	Kentucky Transportation Cabinet (Frankfort)
EnviroKinetics, Inc.	Kentucky Transportation Cabinet (Madisonville)
Evansville Bicycle Club	Lochmueller Group
Evansville Board of Public Safety	Metropolitan Evansville Transit System
Evansville City Engineer	Port of Indiana-Mount Vernon
Evansville Department of Metropolitan Development	Posey County Chamber of Commerce
Evansville Department of Transportation and Services	Qk4 Inc.
Evansville Department of Urban Forestry	Shrewsberry & Associates, LLC
Evansville Deputy Mayor	Southern Indiana Resource Solutions, Inc. (SIRS)
Evansville Environmental Protection Agency	Success Warrick County
Evansville Parks and Recreation Department	Town of Chandler
Evansville Police Department	United Neighborhoods of Evansville (UNOE)
Evansville Regional Airport	University of Evansville
Evansville Trails Coalition	US House of Representatives District 8
Evansville/Vanderburgh County Area Plan Commission	Vanderburgh County Emergency Management Agency
Evansville/Vanderburgh County Emergency Management Agency	Vanderburgh County Engineer
Evansville Water and Sewer Department	Warrick County Plan Commission
Federal Highway Administration (Indiana)	Warrick County School Corporation
Federal Highway Administration (Kentucky)	Westside Improvement Association
Federal Transit Administration (Region V)	
Green River Area Development District	
Henderson Area Rapid Transit	

## Evansville MPO Staff

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<b>Erin Schriefer</b>	Chief Transportation Planner
<b>Matt Schriefer, AICP</b>	Chief Transportation Planner
<b>Amir Varshochi</b>	Transportation Planner
<b>Jennifer Scott</b>	Transportation Planner
<b>Lorenzo Marsh</b>	Transportation Planner
<b>Cory Marshall</b>	Transportation Technician
<b>Laura Lamb</b>	Transportation Advisor



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# INTRODUCTION



Henderson River Walk - Henderson

## What is a Unified Planning Work Program (UPWP)?

*23 CFR 420.111 Funding for transportation planning and unified planning work programs.*

- (a) Proposed use of FHWA planning and research funds must be documented by the State DOTs and sub-recipients in a work program, or other document that describes the work to be accomplished, that is acceptable to the FHWA Division Administrator. Statewide, metropolitan, other transportation planning activities, and transportation RD&T activities may be documented in separate programs, paired in various combinations, or brought together as a single work program. The expenditure of PL funds for transportation planning outside of metropolitan planning areas under §420.109(d) may be included in the work program for statewide transportation planning activities or in a separate work program submitted by the State DOT.
- (b)
  - (1) A work program(s) for transportation planning activities must include a description of work to be accomplished and cost estimates by activity or task. In addition, each work program must include a summary that shows:
    - (i) Federal share by type of fund;
    - (ii) Matching rate by type of fund;
    - (iii) State and/or local matching share; and
    - (iv) Other State or local funds.

- (2) Additional information on metropolitan planning area work programs is contained in 23 CFR part 450. Additional information on RD&T work program content and format is contained in subpart B of this part.
- (c) In areas not designated as TMAs, a simplified statement of work that describes who will perform the work and the work that will be accomplished using Federal funds may be used in lieu of a work program. If a simplified statement of work is used, it may be submitted separately or as part of the Statewide planning work program.
- (d) The State DOTs that use separate Federal-aid projects in accordance with paragraph (a) of this section must submit an overall summary that identifies the amounts and sources of FHWA planning and research funds available, matching funds, and the amounts budgeted for each activity (e.g., statewide planning, RD&T, each metropolitan area, contributions to NCHRP and transportation pooled fund studies, etc.).
- (e) The State DOTs and MPOs also are encouraged to include cost estimates for transportation planning, research, development, and technology transfer related activities funded with other Federal or State and/or local funds; particularly for producing the FHWA-required data specified in paragraph (b) of §420.105, for planning for other transportation modes, and for air quality planning activities in areas designated as non-attainment for transportation-related pollutants in their work programs. The MPOs in TMAs must include such information in their work programs. (The information collection requirements in §§420.111 have been approved by the OMB and assigned control numbers 2125-0039 for States and 2132-0529 for MPOs.)

3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
10. Enhance travel and tourism.

## What are the Planning Factors?

*23 CFR 450.306 (b) (1-10) Scope of the metropolitan transportation planning process.*

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;

## What are the Livability Principles?

1. Provide more transportation choices to decrease household transportation costs, reduce our dependence on oil, improve air quality and promote public health.
2. Expand location and energy efficient housing choices for people of all ages, incomes, races and ethnicities to increase mobility and lower the combined cost of housing and transportation.
3. Improve economic competitiveness of neighborhoods by giving people reliable access to employment centers, educational opportunities, services and other basic needs.
4. Target federal funding toward existing communities through transit-oriented and land recycling to revitalize communities, reduce public works costs, and safeguard rural landscapes.
5. Align federal policies and funding to remove barriers to collaboration, leverage funding and increase the effectiveness of programs to plan for future growth.

6. Enhance the unique characteristics of all communities by investing in healthy, safe and walkable neighborhoods, whether rural, urban or suburban.

## What are the Planning Emphasis Areas (PEAS)?

Annually, the Indiana and Kentucky Division Offices of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issue the planning emphasis areas to be addressed in the future Unified Planning Work Programs and State Planning and Research Work Programs of metropolitan planning organizations, the Indiana Department of Transportation (INDOT) and the Kentucky Transportation Cabinet (KYTC). The purpose of the PEAs is to focus the efforts and provide clarity on implementing the programs of the Fixing America's Surface Transportation Act (FAST Act), BIL/IIJA regulatory requirements and the Title VI program.

### National Areas of Focus:

- Tackling the Climate Crisis-Transition to a Clean Energy Resilient Future (National)
- Equity and Justice40 in Transportation Planning
- Complete Streets
- Public Involvement
- Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
- Federal Land Management Agency (FLMA) Coordination
- Planning and Environmental Linkages (PEL)
- Data in Transportation Planning

### Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

The Indiana FHWA Division and FTA Region V Office will work with INDOT, the MPOs, and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. We encourage INDOT and the MPOs to coordinate regarding the statewide NEVI plan, Carbon Reduction Program strategy,

and PROTECT formula program, as well as to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users, identify projects and strategies to reduce emissions, and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation; shift to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions.

### Equity and Justice40 in Transportation Planning

The FHWA Indiana Division and FTA Region V Office will work with INDOT, the MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure meaningful public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations. To support the initiatives outlined in Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities) and Executive Order 14008 our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment

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in housing, transportation, water and wastewater infrastructure, recreation, and health care. The FHWA Indiana Division and FTA region V Office will maximize plan reviews to encourage the advancement of Federal investments to disadvantaged communities.

## Complete Streets

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network. The FHWA Indiana Division and FTA Region V Office will work with INDOT, the MPOs, and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users, and to ensure they include provisions for safety in future transportation infrastructure, particularly those outside automobiles. Per the National Highway Traffic Safety Administration's 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles. To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

## Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. The FHWA Indiana Division and FTA Region V Office will continue to encourage MPOs, INDOT, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs.

## Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The 64,200-mile STRAHNET system consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps

and recent Power Project Platform (PPP) studies. The FHWA Indiana Division and FTA Region V Office encourage the MPOs and INDOT to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities.

### **Federal Land Management Agency (FLMA) Coordination**

The FHWA Indiana Division and FTA Region V Office encourage MPOs and INDOT to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies can focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

### **Planning and Environment Linkages (PEL)**

The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages

of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources. The FHWA Indiana Division and FTA Region 5 Office encourage INDOT, the MPOs, and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes.

### **Data in Transportation Planning**

To address the emerging topic areas of data sharing, needs, and analytics, the FHWA Indiana Division and FTA Region V Office encourage INDOT, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision-making at the State, MPO, regional, and local levels for all parties.

### **The FY 2025 PEAs Indiana & Kentucky:**

#### **Local Areas of Focus:**

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

#### **Institutionalizing Equity, Accessibility, and Safety**

The FHWA Indiana Division and FTA Region V Office will continue to partner with INDOT, the MPOs, and providers of public transportation to improve accessibility and safety, and to advance equity and support for underserved and disadvantaged communities in the transportation planning, project development and delivery processes. FHWA-IN and FTA Region V encourage our partners to institutionalize equity, accessibility, and safety in the aforementioned areas

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by strengthening existing practices, and pursuing new activities that foster equitable outcomes. Specifically, we encourage the use of strategies and activities that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

### Maximizing Coordination

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

### Metropolitan Planning Area & Urbanized Area Boundaries

INDOT and the MPOs should continue to work together to prepare and finalize updates to the Metropolitan Planning Area Boundaries and adjusted Urbanized Area Boundaries resulting from the 2020 Census data. In addition, INDOT and the MPOs should review existing functional classifications and make any needed revisions.



# WORK ELEMENTS



Lincoln Avenue - Warrick County

## Task 100: Administration/Public Participation

### Purpose

Administer a continuous, cooperative, and comprehensive metropolitan planning program to ensure that state and local partners maintain eligibility for the use of federal transportation funds to improve area roadways and transit systems. Keep MPO members and partners informed on regional trends and issues and the transportation planning process; engage stakeholders and the public in the development of regional policies; provide opportunities for meaningful input on proposed plans and programs; comply with guidelines of the adopted Public Participation Plan; continue to seek new methods of outreach.

### Recent Accomplishments

- Administered planning activities adopted in the FY 2023 & FY 2024 UPWP.
- Developed FY 2025 & FY 2026 UPWP.
- Training and Webinars to promote professional growth for MPO staff.
- Evansville MPO Employee Handbook and Policy amendments.
- General conference attendance to keep MPO staff informed of new regulations pertinent to their occupation and networking opportunities to brainstorm with other planners throughout the state.
- Biannual publication of the EMPO Express Newsletter.

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## FY 2025 & FY 2026 Activities

- Live streaming and record Policy Meetings.
- Monitor laws and ordinances including the Bipartisan Infrastructure Law (BIL/IIJA).
- Participate in KYTC Statewide Planning meetings & INDOT MPO Councils and working groups for IN & KY.
- Maintain social media, website updates, public notices, media coverage, biannual newsletter and news releases to allow the general public to be “in the know”. Staff will also answer inquiries electronically, through social media, or in person.
- Review and update websites and other electronic platforms to ensure accessibility and 508 compliance.
- Work with regional, Federal, and State partners to coordinate transportation planning efforts across IN-KY area including transit agencies and adjacent rural planning organizations.
- Follow the Equity and Justice40 in Transportation Planning model by improving infrastructure for non-motorized travel; safety for all road users; reduce air pollution in high volume corridors; offer reduced public transit fares where appropriate; provide and target areas of high concentrations of elderly and poor access to services with a demand response services; consider equitable and sustainable practices when developing transit-oriented development.
- Ensure the transportation planning process is equitable for all users, especially seniors, individuals with a disability, low-income households and minority populations.
- Provide documents in other languages as requested.
- Provide Title VI, ADA, and LEP training annually to staff.
- Administer monthly technical and policy meetings including preparing agendas, minutes, materials, and publicizing the information to citizens.
- Coordinate with INDOT to review any funding programs/allocations that may need to be revised in light of boundary adjustments.
- Complete needed updates to the Title VI and Limited English Proficiency (LEP) plan annually. Determine Environmental Justice and Title VI funding spent in these areas. Ensure that LPAs comply with nondiscrimination requirements and monitor implementation of their Title VI program. Title VI Plan is due to KYTC for review annually on 3/31. In calendar year 2024, complete an update of the Title VI/LEP Plan and supporting documents to show the change in Title VI/ADA Coordinator.
- Periodic review of the Participation Plan for effectiveness according to 23 CFR 450.316.
- Evaluate new strategies for the Participation Plan such as incorporating new social media platforms into the public involvement process and incorporating tools for meaningful public involvement.
- Integrate Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices.
- Continue to monitor LPA’s Americans with Disabilities Act Transition Plans and other ADA compliance requirements, concentrating on areas around transit facilities, schools, disadvantaged populations, social services, and medical facilities.
- Continue to coordinate with MPOs, advocacy groups and government partners through the statewide MPO Council.
- Monitor best practices for transportation planning by attending workshops and conferences and by participating in industry associations, including but not limited to Transportation for America, National Academies of Science Transportation Research Board, National Association of Regional Councils, TransCAD, Institute of Transportation Engineers, American Planning Association, Association of Metropolitan Planning Organizations (AMPO), and McTrans – University of Florida Transportation Institute.
- Inform the public about federal-aid improvement projects for the area through a bimonthly project update report at public meetings and through electronic means.
- Cooperatively work with the State DOTs to establish the administrative and technical procedures required to meet federal planning requirements; prepare and review contractual agreements as necessary; participate in MPO meetings; distribute special and annual reports and study documents; review and analyze individual transportation planning projects and studies; and undertake general administrative activities in support of the metropolitan planning program.

- Review current policies, rules, and procedures to determine their impact on safety for all road users, including vulnerable road users (VRUs), and to ensure they include provisions for safety in future transportation infrastructure, particularly those outside automobiles.
- Prepare updates to the FY 2025 & FY 2026 UPWP and amend FY 2026 funding.
- Annual audit performed by the State Board of Accounts to certify that the proper financial procedures are being considered.
- Administer planning grants by submitting reimbursements and tracking funding grants.
- Complete and approve the annual budget and annual Performance and Expenditures report.
- Prepare updates to the Memorandum of Agreement between the MPO, States, and transit and planning agencies to address requirements in the past current transportation bills as applicable.
- Continue to amend the Evansville MPO Employee Handbook policies as needed.
- Monitor and provide technical assistance to LPAs regarding their Title VI programs and implementation plan.
- Develop annual Title VI Goals and Accomplishments Report and add to the appendix of the Title VI Implementation Plan.
- Work with the state in the development of a Mobility Management Network.
- Work with the National Center for Mobility Management and Shared-Use Mobility Center on Mobility Management Performance Measures.
- Prepare the FY 2027 & FY 2028 Unified Planning Work Program.
- Prepare and submit Federal and State required reports such as the 941, UC-1, W-2s, 1099-MISC, Annual Report, etc.
- Prepare articles and information for the biannual Evansville MPO Express Newsletter.
- Activities to prepare for and participate in the FHWA Certification Review and to address any opportunities listed in the report.
- Review the ADA Title II Self-Evaluation and Transition Plan on an annual basis and update as needed.
- Update and maintain various Stakeholder contact lists.
- Attend Title VI trainings.

## Final Products

- FY 2024 Annual Performance and Expenditures Completion Report. (Oct 2024)
- FY 2025 Annual Performance and Expenditures Completion Report. (Oct 2025)
- FY 2024 Annual Audit and CFDA letters to the appropriate agencies. (March 2025)
- FY 2025 Annual Audit and CFDA letters. (March 2026)
- INDOT, KYTC, and Federal quarterly invoice and progress reports. (Quarterly)
- FY 2025 & FY 2026 Unified Planning Work Program amendments. (April 2025)
- FY 2026 budget. (June 2025)
- FY 2027 budget. (June 2026)
- FY 2026 Cost Allocation Plan. (Feb 2025)
- FY 2027 Cost Allocation Plan. (Feb 2026)
- FY 2026 contracts and applications (State, Local, & Federal). (Feb-July 2025)
- FY 2027 contract review and applications (State, Local, & Federal). (Feb-July 2026)
- Quarter/year-end forms: W-2's, 1096, 1099-Misc, Wh-3, W-3, Form 100-R and Annual Report. (Jan-Feb)
- Bi-Monthly Project Update reports. (Jan/Mar/May/July/Sept/Nov)
- Streamed Meetings. (Jan/Mar/May/July/Sept/Nov)
- Minutes, agenda, and supporting documentation. (Jan/Mar/May/July/Sept/Nov)
- Public notices, media coverage, news releases. (on-going)
- Web-based information systems: Facebook, website, etc. (on-going)
- EJ/Title VI / ADA Transition Plans consideration in Project Selection/Prioritization Process lists. (on-going)
- Updates and amendments Title VI/LEP Plan. (annually)
- Meetings with Health By Design, National Center for Mobility Management, and Shared-Use Mobility Center Periodically to advance Mobility Management across the state. (on-going)
- Trainings, webinars, conferences including the Indiana MPO Conference and Road School. (on-going)

- Updated Participation Plan, November 2025. (on-going)
- Biannual EMPO Express Newsletter. (Spring/Summer 25/26 & Fall/Winter 25/26)

**Table 1: Task 100 Budget Summary**

FY 2025		1-Jul-24 through 30-Jun-25		
State	PL	State Match	Local Match	Total
IN	\$ 180,000	\$ -	\$ 45,000	\$ 225,000
KY	\$ 20,000	\$ 1,250	\$ 3,750	\$ 25,000
<b>TOTAL</b>	<b>\$ 200,000</b>	<b>\$ 1,250</b>	<b>\$ 48,750</b>	<b>\$ 250,000</b>
man hours		2,556		
FY 2026		1-Jul-25 through 30-Jun-26		
State	PL	State Match	Local Match	Total
IN	\$ 180,000	\$ -	\$ 45,000	\$ 225,000
KY				
<b>TOTAL</b>	<b>\$ 180,000</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 225,000</b>
man hours		1,533		

Responsibility : The Evansville MPO Staff

## Task 200: Data Collection & Analysis

### Purpose

Maintain and analyze data to support transportation planning, asset management, and facility/system design; develop planning models to forecast future population and employment growth, land development, traffic volumes, transit ridership, and to identify potential impacts of growth and/or policy proposals on public health and the environment. Gather, create, and update spatial data to perform safety, vulnerability, resiliency, freight and environmental analysis.

### Recent Accomplishments

- Use of Miovision cameras for more accurate traffic data collection.
- Collection of traffic count data and turning movement data for local and state governments and LPA's to help assist in making informed transportation decisions.
- Updated GIS map layers to provide a visual and user-friendly way to provide data to users.
- Regional Pavement Management Process software and data collection.
- Created GIS layers using crash data.
- Various analysis of demographic,

Environmental Justice, and traffic data for planning, Civil Rights, and transit documents.

- Major updates to regional travel demand model.

### FY 2025 & FY 2026 Activities

- Maintain Travel Demand Model to evaluate the potential effects of changes in regional growth and/or the transportation system on the environment in Kentucky and Indiana.
- Build microsimulation models to perform analysis for individual projects, proposals and requests.
- Develop computer application programming products to automate data collection and analysis process.
- Continue to share data in the transportation planning process and develop and advance data sharing principles.
- Incorporate data sharing principles in the transportation planning process for efficient use of resources and improved policy decision-making at the State, MPO, regional and local levels.
- Continue to compile and analyze data to monitor regional congestion in accordance with federal planning requirements for a congestion management process.
- Continue to collect, compile, and analyze data to monitor roadway safety. (Y410)

- Continue to create GIS traffic count layers and maps.
- Monitor and update the Urbanized Area Boundaries as necessary and continue to monitor US Census data through the Census Transportation Planning Products especially as a result of the 2020 Census.
- Prepare updates as needed to the Metropolitan Planning Area Boundaries and Urbanized Area Boundaries based on 2020 Census data.
- Coordinate with LPAs to develop future land use forecasts for residence and employment.
- Continue to monitor and update the functional classification maps as necessary in coordination with INDOT and KYTC.
- Coordinate the Highway Safety Improvement Program (HSIP) by collecting, analyzing, and mapping crash data points. Crash data layers will be available for Warrick, Vanderburgh, and Henderson counties as they become available.
- Continue to use the StreetLogix platform and pavement management software to assist LPAs in maintaining current pavement inventories and creating local pavement asset management plans.
- Receive quarterly pavement work history from LPAs to up Regional Pavement Management asset data.
- Access the National Performance Management Research Data Sets to conduct performance measure analysis.
- Maintain and update the Congestion Management Process.
- Create and perform analysis reports for any local public agency (LPA) in the planning area upon request.
- Gather, create, update, and analyze environmental, vulnerability, and resiliency data to determine the areas of greatest concern.
- Continue to collect scooter data from local providing companies.
- Monitor Local Road Safety Plans (LRSP) developed to improve safety on jurisdiction's roads. Evaluate crashes and make correlations between the crash and characteristics such as weather, corridors, pedestrian, ect.
- Implement LRSP improvements.

#### **INDOT State-owned Traffic Count Program:**

Continue to collect traffic data for INDOT in Gibson, Posey, Vanderburgh, and Warrick counties

on a 3-year schedule and upload them into the state's MS2 platform.

#### **INDOT Non-State-owned Traffic Count Program:**

Continue to collect traffic data for INDOT in Gibson, Posey, Vanderburgh, and Warrick counties on a 3-year schedule and upload them into the state's MS2 platform.

#### **Rural Planning - Posey & Gibson Counties:**

Continue to collect traffic data for INDOT in Gibson and Posey counties.

- Assist the local governments in Posey and Gibson counties on grant initiatives and planning support such as Stellar Communities, Regional Cities, and Section 5311 initiatives.
- Assist the local government in creation of their transportation plans.
- Provide technical assistance to INDOT in these rural counties.
- Continue to use the StreetLogix platform and pavement management software to assist LPAs in maintaining current pavement inventories and creating local pavement asset management plans.
- Receive quarterly pavement work history from LPAs to up Regional Pavement Management asset data.
- Provide crash analysis data for the rural counties. 3-year base.

### **Final Products**

- Data files (traffic counts, GPS locations, turning movements). **(on-going)**
- GIS Layers. **(on-going)**
- Local Transportation Plans. **(if applicable)**
- Congestion Management Process Updates. **(as needed)**
- Grant Applications (rural/traffic counts). **(Feb 2025, 2026)**
- Local Road Safety Plans (LRSPs) (provide technical assistance). **(when requested)**
- Rural Countywide traffic counts including RR crossings and GPS locations. **(on-going)**
- Interactive GIS website including traffic counts download available to the public on the website. **(on-going)**
- Annual updated pavement asset inventories to LPAs. **(on-going)**
- Vulnerability and Resiliency Assessments. **(as needed)**

**Table 2: Task 200 Budget Summary**

FY 2025		1-Jul-24 through		30-Jun-25		
State	PL	Y410	HSIP (100%)	SPR PL	State Match	Local Match
IN	\$ 112,000	\$ 6,000	\$ 100,000	\$ 46,884	\$ 52,452	\$ 37,269
KY	\$ 16,400				\$ 1,025	\$ 3,075
<b>TOTAL</b>	<b>\$ 128,400</b>	<b>\$ 6,000</b>	<b>\$ 100,000</b>	<b>\$ 46,884</b>	<b>\$ 53,477</b>	<b>\$ 40,344</b>
man hours	3,836					
FY 2026		1-Jul-25 through		30-Jun-26		
State	PL	Y410	HSIP (100%)	SPR	State Match	Local Match
IN	\$ 112,000	\$ 6,000				\$ 28,000
KY			\$ -	\$ -		
<b>TOTAL</b>	<b>\$ 112,000</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 28,000</b>
man hours	2301					

Responsibility : The Evansville MPO Staff

## Task 300: Short Range Planning/Management Systems

### Purpose

Maintain a regional program that prioritizes and schedules transportation projects consistent with adopted short-range plans of the state and region. Administer competitive grant programs as scheduled.

### Recent Accomplishments

- Processed TIP amendments, modifications and resolutions.
- Submitted the Annual Listing of Obligated Projects.
- FY 2024-2028 TIP.
- Surface Transportation Block Grant Program (STBG) Henderson & Indiana applications.
- Quarterly Project Tracking meetings and forms.
- Planning & Environmental Linkages (PEL) including Red Flag Investigations, storm water management, and green infrastructure.
- Responses for traffic impact studies, re-zonings, and subdivisions.

### FY 2025 & FY 2026 Activities

- Process TIP amendments, modifications, and resolutions.
- Project costs estimation practices and procedures should be addressed to document inflation and reviewed as necessary to avoid multiple project changes.
- Complete a FY 2026-2030 Transportation Improvement Program.
- Coordinate with the State to implement a documented process for developing and making changes to the TIP and STIP.
- Continue to meet quarterly with Indiana and Kentucky LPAs on Federal Aid projects to track their progress with a focus on time, budget, and project delivery.
- Continue to administer a Call for Projects for Federal funding (in coordination every two years with new TIP development).
- Include scoring factors in the Call for Projects process to ensure projects selected improve air quality and met the goals and objectives of the 2050 MTP.
- Continue to monitor and plan for freight related travel.
- Consult with state freight staff to identify Urban Freight Corridors and Critical Rural Freight Corridors in the state portion of the National Highway Freight Network.
- Continue to provide technical assistance for competitive grant opportunities.

- Continue to assist Vanderburgh County, the City of Evansville, Warrick County, the Town of Newburgh, the City of Henderson and Henderson County in specialized short-range transportation requests reasonably requested within time and budget restraints. Address change orders and the process.
- Coordinate with Federal Land Management Agencies (FLMA) in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands and appropriately involve them in the Metropolitan Transportation Plan and Transportation Improvement Plan processes.
- Continue to assist KYTC with Strategic Highway Investment Formula for Tomorrow (SHIFT) prioritization process for unfunded projects to receive state funds.
- Continue to coordinate with KYTC in identifying and updating projects in the Continuous Highway Analysis Framework (CHAF).
- Continue to monitor and track the INDOT Program of Projects.
- Continue to coordinate and prepare the Annual Listing of Obligated Projects.
- Continue to conduct Red Flag Investigations (RFI) as part of the TIP development process.
- Continue to coordinate resilience and reliability with KYTC and INDOT on evaluations of damage-prone areas.
- Continue to use the collaborative Planning and Environmental Linkages (PEL) integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the NEPA/environmental review process.
- Development of a regional Vulnerability Plan, including accompanying data collection and review.
- Continue to monitor ITS Architecture projects and update as necessary.
- Continue to evaluate rezoning petitions, site development plans, subdivisions, right of way vacations, Traffic Impact Studies (TIS), and specific transportation facility requests as well as access, parking, signal, safety, signing, and design considerations.
- Encourage LPAs to utilize the Public Right-of-Way Accessibility Guidelines (PROWAG).
- Process federal aid applications awarded from the call for projects through the Surface Transportation Block Grant Program – Transportation Alternatives Set-Aside including but not limited to SHN, STBG, CMAQ, Transportation alternatives.
- Update the Call for Projects Prioritization Process as necessary to incorporate the goals and objectives from the MTP 2050.
- Evaluate the use of Transit Oriented Development (TOD) into project selection and scoring.
- Continue to incorporate performance-based planning requirements and explore ways to evaluate how the TIP’s investment priorities will help achieve targets established in the MTP.
- Identify and list in the TIP which projects support the targets listed in the MTP.
- Provide assistance to INDOT to update the Planning Roles and Responsibilities Cooperating Operating Manual (PRRCOM) as needed.
- Traffic Incident Management (TIM) Activities such as providing data for performance measures, funding an ITS project, market TIM to elected officials, and facilitate TIM responder Training.
- Collaborate and coordinate transportation planning with military facilities within the state and metropolitan areas with the Department of Defense (DOD) Strategic Highway Network (STRAHNET) and review the STRAHNET maps and recent Power Project Platform (PPP) studies.
- Participate in various working groups: Finance, STIP/TIP, ALOP, Resiliency, PBPP.

## Final Products

- TIP amendments, modifications, and resolutions. (on-going)
- Self-Certification Statements (included in new TIP). (Feb/March 2025)
- FY 2026-2030 Transportation Improvement Program (TIP). (May 2025)
- Traffic Impact Studies, right of way vacations, rezoning petitions, site review petitions, and subdivision review. (on-going monthly)

- Recommendations on Federal Aid Projects. (on-going)
- Project Applications – All MPO funding programs. (Fall 2024)
- Planning and Environmental Linkages efforts including Red Flag Investigations, storm water management, and green infrastructure. (as needed)
- Annual Listing of Obligated Projects (ALOP). (Aug/Dec 2024 & 2025)
- Quarterly Project Tracking meetings and forms -Indiana and Kentucky LPAs. (quarterly)
- Planning Roles & Responsibilities Cooperating Operating Manual Update (assist INDOT). (as needed)
- ITS Architecture Updates. (as needed)
- Regional Pavement Management System updates for performance and asset management. (on-going)
- Continuous Highway Analysis Framework (CHAF) forms (KY). (as needed)
- Freight Database, Freight Volume Map, and Freight GIS layer. (as needed)
- Vulnerability Plan. (Fall/Winter 24)

**Table 3: Task 300 Budget Summary**

FY 2025		1-Jul-24 through		30-Jun-25	
State	PL	STBG	State Match	Local Match	Total
IN	\$ 124,265	\$ 80,000	\$ -	\$ 51,067	\$ 255,332
KY	\$ 20,000	\$ -	\$ 1,250	\$ 3,750	\$ 25,000
<b>TOTAL</b>	<b>\$ 144,265</b>	<b>\$ 80,000</b>	<b>\$ 1,250</b>	<b>\$ 54,817</b>	<b>\$ 280,332</b>
man hours	2,867				
FY 2026		1-Jul-25 through		30-Jun-26	
State	PL	STBG	State Match	Local Match	Total
IN	\$ 124,265			\$ 31,067	\$ 155,332
KY		\$ -			\$ -
<b>TOTAL</b>	<b>\$ 124,265</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,067</b>	<b>\$ 155,332</b>
man hours	1,720				
Responsibility : The Evansville MPO Staff					

## Task 400: Long Range Planning

### Purpose

Maintain a long-range plan for the region’s transportation needs that is based on the latest available land use, demographics, and travel pattern data; philosophically based on regional goals and values, and financially based on predictable, reliable funding sources. Integrate transportation planning with land use, economic development, environmental, air quality, and public health considerations.

### Recent Accomplishments

- Statewide CMAQ call for projects.
- 2050 Metropolitan Transportation Plan.
- Air Quality and Conformity updates.
- Conduct CMAQ and air quality analysis for project support.

## FY 2025 & FY 2026 Activities

- Provide updates to the 20-year horizon Metropolitan Transportation Plan, as necessary. The MTP incorporates planning elements such as demographics, financial constraint, public transportation, transportation connectivity, freight, safety and security, preservation, congestion, air quality, and bicycle and pedestrian transportation.
- Begin development of a new Metropolitan Transportation Plan (2055).
- Establish and track performance measures and targets, including federally-required performance measures and targets, provided in the Metropolitan Transportation Plan (MTP). Continue to work with the States as these performance measures and targets become available.



- Coordinate and participate in long range transportation and air quality planning with local, state, and federal agencies in accordance with the Transportation Air Quality Conformity Protocol and state and local regulations.
- Engage all areas of the transportation network for input into the MTP including the riverports.
- Coordinate with officials responsible for natural disaster risk reductions when developing the MTP and TIP.
- Monitor the effects of climate change on transportation systems including strategies to improve resilience and reliability of transportation systems, to mitigate storm water and to enhance travel and tourism.
- Tackle the climate crisis for transitioning to a clean energy resilient future by identifying barriers to and opportunities for deploying a fueling and charging infrastructure to encourage hybrid and electric vehicles; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shifting to lower emission modes of transportation and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions.
- Conduct CMAQ and air quality analysis for future transportation projects, including eligibility determination.
- Partner with INDOT – Vincennes District staff with the management of corridor studies on US 41 and on SR 66/SR 62.
- Partner with INDOT and KYTC on the I-69 Corridors and Ohio River Crossing.
- Partner with INDOT on a Multimodal Connectivity Plan for SR 66/Lloyd Expwy.
- Management activities associated with corridor studies including, but not limited to, modeling and other technical coordination, fiscal oversight of contracts, meeting coordination, and document review.
- Development of Multi Modal Plans.
- Assist the State as needed in development of the State Asset Management Plan.
- Assist in coordination with the State as needed in District Transportation Plans.
- Continue to incorporate performance-based planning requirements including selecting, reporting, sharing, and collection of data

according to FAST Act and Infrastructure Investment and Jobs Act (IIJA) requirements for the performance targets.

- Coordinate with Federal Land Management Agencies (FLMA) in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands and appropriately involve them in the Metropolitan Transportation Plan and Transportation Improvement Plan processes.
- Collaborate and coordinate transportation planning with military facilities within the state and metropolitan areas with the Department of Defense (DOD) Strategic Highway Network (STRAHNET) and review the STRAHNET maps and recent Power Project Platform (PPP) studies.
- Coordinate with the State regarding the statewide National Electric Vehicle Infrastructure (NEVI) plan.
- Coordinate with the State in the Carbon Reduction Program strategy.
- Coordinate with the State for the Promoting Resilience Operations for Transformative Efficient and Cost-Savings Transportation (PROTECT) formula program.

## Final Products

- Targets and Performance Measures Updates as needed. (on-going)
- Annual Performance Measures Report. (Spring 25 & 26)
- MTP Amendments (as needed)

**Table 4: Task 400 Budget Summary**

FY 2025		1-Jul-24 through		30-Jun-25	
State	PL	State Match	Local Match	Total	
IN	\$ 75,000	\$ -	\$ 18,750	\$ 93,750	
KY	\$ 8,000	\$ 500	\$ 1,500	\$ 10,000	
<b>TOTAL</b>	<b>\$ 83,000</b>	<b>\$ 500</b>	<b>\$ 20,250</b>	<b>\$ 103,750</b>	
man hours		1,061			
FY 2026		1-Jul-25 through		30-Jun-26	
State	PL	State Match	Local Match	Total	
IN	\$ 75,000	\$ -	\$ 18,750	\$ 93,750	
KY				\$ -	
<b>TOTAL</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 18,750</b>	<b>\$ 93,750</b>	
man hours		636			

Responsibility : The Evansville MPO Staff

## Task 500: Transit and Active Transportation

### Purpose

To provide the communities with transportation choices that include public transit and bicycle/pedestrian facilities to improve the quality of life and safety for all users.

### Recent Accomplishments

- Assisted METS in establishing a microtransit pilot program on the eastside of Evansville called METS Micro, including coordinating with partners and identifying funding options.
- Coordinated Public Transit- Human Services Plan (summer 2022)
- Evansville - Henderson Regional Transportation Guide Updates
- Coordination with the City of Evansville in implementing project recommendations from the Bicycle and Pedestrian Connectivity Master Plan

### FY 2025 & FY 2026 Activities

- Initiate the development of a coordinated and unified mobility management plan that incorporates all users and all transportation systems.

- Integrate Ladders of Opportunity by identifying gaps in connectivity of the transit and active transportation system to provide the public with adequate essential services such as employment, health care, grocery suppliers, schools, education, and recreation.
- Monitor active transportation projects and funding, including Safe Routes to School projects.
- Provide technical assistance to LPAs, engineers, and city officials on various pedestrian crossings and bicycle improvements using current bicycle and pedestrian master plans for reference. (Y410)
- Encourage the use of best practices in design to support bicycle and pedestrian safety. (Y410)
- Encourage compliance with EMPO’s Complete Streets Policy on Federally funded projects. Also encourage LPAs to adopt a local-level Complete Streets Policy. (Y410)
- Encourage development of complete streets by incorporating safe pedestrian facilities, safe transit stops (if present), safe crossing opportunities where needed for accessing destinations, and by providing safe and comfortable bicycle facilities on roadways, adjacent to the road, or on a nearby parallel corridor. (Y410)
- Support bicycle and pedestrian groups and health and wellness organizations to promote the use and planning of bicycle and pedestrian improvements. (Y410)
- Continue to coordinate with METS to further develop the METS Micro microtransit program.

- Coordinate the FTA 5310 program by administering a call for projects.
- Update the Coordinated Public Transit - Human Services Transportation Plan in cooperation with the States, public and private transportation providers, and health and human service organizations including organizations supporting the elderly and individuals with a disability.
- Update the Section 5310 Program Management Plan as needed.
- Review of the Coordinated Council on Access and Mobility (CCAM) tools, particularly the inventory of federal programs that fund transportation.
- Research of partnerships with other Federal agencies as there are matching opportunities available to allow for 100% federal support of transit projects.
- Provide technical assistance to transit agencies and other transit providers including triennial review, TrAMS, and civil rights activities.
- Submit and prepare INDOT state grants, Echo draws, quarterly reports, and the Annual Transit Report on behalf of METS.
- File required annual Certifications and Assurances, create FTA grants in the TrAMS system and follow participation program requirements.
- Provide planning assistance to HART and METS as needed in the production of new marketing materials, route planning, or special requests.
- Monitor use of METS Mobility and HART Paratransit services by elderly and individuals with a disability.
- Coordinate with all transit agencies to support regional connectivity with transit providers.
- Conduct agency and vehicle audits of Section 5310 recipients.
- Assist METS and HART in updating TAM Plan and PTASP as needed.
- Assist METS and HART in developing Transit Asset Management (TAM) and Public Transit Agency Safety Plan (PTASP) performance measures and targets annually.
- Coordinate quarterly Regional Transit Advisory Committee (RTAC) meetings with public and non-profit transportation providers.
- Continuous updates of the Evansville-Henderson Regional Transportation Guide with assistance from RTAC members.
- Develop annual Transit Asset Management (TAM) Targets in coordination with METS and HART and add to the appendix of the TAM Plan.
- Work with the state in the development of a Mobility Management Network.
- Work with the National Center for Mobility Management and Shared-Use Mobility Center on Mobility Management Performance Measures.
- Work with local public transit agencies and non-profits on alternative and expanded transit opportunities, such as microtransit zones.
- Work with local agencies to assess and evaluate the impact of new and expanded transit opportunities on missed medical trips and access to pharmacies, grocery stores, and other needs.
- Prepare KYTC 5303 Grant application.

## Final Products

- Updates to the bicycle and pedestrian plans. (as needed)
- Attendance at bicycle and pedestrian related meetings. (as needed)
- Various materials promoting pedestrian and bicycle safety and transit use. (as needed)
- Annual FTA Certifications and Assurances. (Spring 2024 & 2025)
- FTA 5307, 5310, 5339 Grant Applications. (Summer 2024 & 2025)
- KYTC 5303 grant application submission.
- INDOT State PMTF grant applications for METS. (Spring 2024 & 2025)
- INDOT Annual Transit Report for METS. (Feb 2024 & 2025)
- INDOT Quarterly Transit Reports for METS. (Quarterly)
- City Annual Transit Grant Report. (January 2024 & 2025)
- METS quarterly State and Federal draw downs. (Quarterly 2024 & 2025)
- Coordinated Public Transit-Human Services Plan update. (as needed)

- Section 5310 Program Management Plan update. (as needed, summer)
- Annual Transit Asset Management and Safety Performance Measures and Targets. (January 2024 & 2025)
- Annual/Quarterly FTA Milestone and Federal Financial Reports. (October 2024 & 2025)
- Agency and vehicle audits of Section 5310 Recipients. (summer 2024 & 2025)
- Meet with Health By Design, National Center for Mobility Management, and Shared-Use Mobility Center Periodically to advance Mobility Management across the state. (as needed)
- Quarterly Regional Transit Advisory Committee (RTAC) Meetings. (quarterly on-going)
- Evansville- Henderson Regional Transportation Guide Updates. (on-going)

**Table 5: Task 500 Budget Summary**

FY 2025		1-Jul-24	through	30-Jun-25			
State	PL	Y410	FTA 5303	FTA 5307	FTA 5310	State Match	
IN	\$ 75,000	\$ 8,519	\$ -	\$ 10,000	\$ -	\$ -	
KY	\$ 10,800		\$ 10,000	\$ 10,000	\$ -	\$ 675	
FTA Direct	\$ -		\$ -	\$ -	\$ 34,859	\$ -	
<b>TOTAL</b>	<b>\$ 85,800</b>	<b>\$ 8,519</b>	<b>\$ 10,000</b>	<b>\$ 20,000</b>	<b>\$ 34,859</b>	<b>\$ 675</b>	

man hours

1,924

**FY 2026** 1-Jul-25 through 30-Jun-26

State	PL	Y410	FTA 5303	FTA 5307	FTA 5310	State Match	
IN	\$ 75,000	\$ 8,519			\$ -	\$ -	
KY							
FTA Direct							
<b>TOTAL</b>	<b>\$ 75,000</b>	<b>\$ 8,519</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

man hours 1,155

Responsibility : The Evansville MPO Staff in cooperation with local transit agencies

*FTA 5307 funding is provided in FTA's TrAMS system in a grant through METS and HART and paid to the EMPO through these 5307 grants by the transit agencies.*

# Task 600: Special Studies

## Purpose

### 600.1 Project 1 – Software

**Remix Software** – To purchase Remix software to use as a tool to assist the transit agencies in transit planning and route design as well as with Title VI analysis and reporting. Remix is the only web-based transit planning & scheduling software platform that provides rapid route design, import/ analysis / modification of existing transit routes, demographic analysis, operating cost calculations, travel time visualizations, and Title VI analysis into a single integrated platform for transit planning.

**Streetlight Software** – To purchase Streetlight software to use for traffic pattern data for modeling.

**Streetlogix Software** – To purchase one year of the new Streetlogix street asset management platform software.

## Recent Accomplishments

### 600.1 Project 1- Software

Remix has been used for Title VI Analysis for METS, route and detour planning, demographic analysis of routes, Call for Projects scoring, and Performance Measures.

# FY 2025 & FY 2026 Activities

### 600.1 Project 1 – Software

The MPO will utilize Remix for Transit Planning, Travel Time Visualizations, Route modifications and design, Title VI analysis & reporting, and demographic analysis.

The MPO will utilize the data collected from the Streetlight Software to be used in assumptions for the transportation model software.

The MPO will utilize the data in the Streetlogix software to make informed decisions in the regional pavement management system.

## Final Products

### 600.1 Project 1 – Software

Acquisition of Remix Software, Reports – Title VI, Route Design, Travel Time.

Acquisition of Streetlight Software, data reports.

Acquisition of Streetlogix Software, data reports.

**Table 6: Task 600 Budget Summary**

FY 2025	1-Jul-24 through		30-Jun-25
State	STBG	Local Match	Total
IN 600.1	\$ 25,040	\$ 6,260	\$ 31,300
<b>TOTAL</b>	<b>\$ 25,040</b>	<b>\$ 6,260</b>	<b>\$ 31,300</b>

man hours This is acquisition of software

FY 2026	1-Jul-25 through		30-Jun-26
State	STBG	Local Match	Total
IN 600.1	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

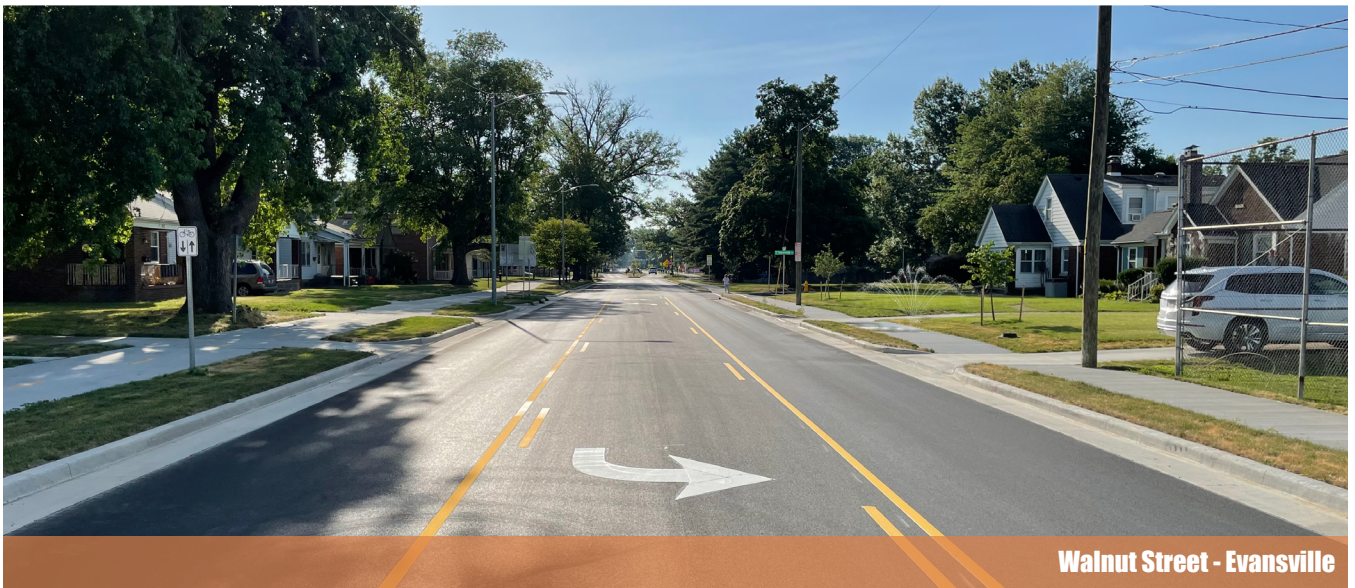
man hours This is acquisition of software

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# BUDGET TABLES



The following pages include the budget summaries by task and state and source of funding as well as a breakdown between indirect and direct costs plus a breakdown on fringe costs.

**Table 7: FY 2025 Budget Summaries by Task and State**

FY 2025			1-Jul-24 through 30-Jun-25				FTA			State Match	Local Match	Total	
TASK	Title	State	PL	Y410	STBG	HSIP (100%)	SPR PL	FTA 5303	FTA 5307				FTA 5310
100	Admin/Pub	IN	\$ 180,000								\$ 45,000	\$ 225,000	
100	Admin/Pub	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000
200	Data	IN (PL)	\$ 112,000								\$ 28,000	\$ 140,000	
		IN Y410		\$ 6,000							\$ -	\$ 6,000	
		IN HSIP 100				\$ 100,000					\$ -	\$ 100,000	
		IN SPR PL					\$ 46,884				\$ 2,452	\$ 9,269	\$ 58,605
		State TC									\$ 50,000	\$ -	\$ 50,000
200	Data	KY	\$ 16,400								\$ 1,025	\$ 3,075	\$ 20,500
300	Short Plan	IN (PL)	\$ 124,265								\$ 31,067	\$ 155,332	
		IN STBG			\$ 80,000						\$ 20,000	\$ 100,000	
300	Short Plan	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000
400	Long Plan	IN	\$ 75,000								\$ 18,750	\$ 93,750	
400	Long Plan	KY	\$ 8,000								\$ 500	\$ 1,500	\$ 10,000
500	Transit/Ped	IN	\$ 75,000								\$ 18,750	\$ 93,750	
		IN Y410		\$ 8,519							\$ -	\$ 8,519	
		FTA 5307						\$ 10,000			\$ 2,500	\$ 12,500	
500	Transit/Ped	KY	\$ 10,800					\$ 10,000	\$ 10,000		\$ 675	\$ 7,025	\$ 38,500
500	Transit/Ped	FTA Direct	\$ -							\$ 34,859		\$ 34,859	
600	Specials	IN	\$ -		\$ 25,040						\$ 6,260	\$ 31,300	
<b>TOTAL</b>			<b>\$ 641,465</b>	<b>\$ 14,519</b>	<b>\$ 105,040</b>	<b>\$ 100,000</b>	<b>\$ 46,884</b>	<b>\$ 10,000</b>	<b>\$ 20,000</b>	<b>\$ 34,859</b>	<b>\$ 57,152</b>	<b>\$ 198,696</b>	<b>\$ 1,228,615</b>

**FY 2025 INDIANA BUDGET SUMMARY**

FY 2025			FHWA				FTA			State Match	Local Match	Total	
TASK	Title	State	PL	Y410	STBG	HSIP (100%)	SPR PL	FTA 5303	FTA 5307				FTA 5310
100	Admin/Pub	IN	\$ 180,000								\$ 45,000	\$ 225,000	
200	Data	IN (PL)	\$ 112,000								\$ 28,000	\$ 140,000	
		IN Y410		\$ 6,000							\$ -	\$ 6,000	
		IN HSIP 100				\$ 100,000					\$ -	\$ 100,000	
		IN SPR PL					\$ 46,884				\$ 2,452	\$ 9,269	\$ 58,605
		State TC									\$ 50,000	\$ -	\$ 50,000
300	Short Plan	IN (PL)	\$ 124,265								\$ 31,067	\$ 155,332	
		IN STBG			\$ 80,000						\$ 20,000	\$ 100,000	
400	Long Plan	IN	\$ 75,000								\$ 18,750	\$ 93,750	
500	Transit/Ped	IN	\$ 75,000								\$ 18,750	\$ 93,750	
		IN Y410		\$ 8,519							\$ -	\$ 8,519	
		FTA 5307						\$ 10,000			\$ 2,500	\$ 12,500	
500	Transit /Ped	FTA Direct	\$ -							\$ 34,859	\$ -	\$ 34,859	
600	Specials	IN	\$ -		\$ 25,040						\$ 6,260	\$ 31,300	
<b>TOTAL</b>			<b>\$ 566,265</b>	<b>\$ 14,519</b>	<b>\$ 105,040</b>	<b>\$ 100,000</b>	<b>\$ 46,884</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 34,859</b>	<b>\$ 52,452</b>	<b>\$ 179,596</b>	<b>\$ 1,109,615</b>

**FY 2025 KENTUCKY BUDGET SUMMARY**

FY 2025			FHWA				FTA			State Match	Local Match	Total	
TASK	Title	State	PL	Y410	STBG	HSIP (100%)	SPR	FTA 5303	FTA 5307				FTA 5310
100	Admin/Pub	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000
200	Data	KY	\$ 16,400								\$ 1,025	\$ 3,075	\$ 20,500
300	Short Plan	KY	\$ 20,000								\$ 1,250	\$ 3,750	\$ 25,000
400	Long Plan	KY	\$ 8,000								\$ 500	\$ 1,500	\$ 10,000
500	Transit /Ped	KY	\$ 10,800					\$ 10,000	\$ 10,000		\$ 675	\$ 7,025	\$ 38,500
<b>TOTAL</b>			<b>\$ 75,200</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 4,700</b>	<b>\$ 19,100</b>	<b>\$ 119,000</b>



**Table 8: FY 2026 Budget Summaries by Task and State**

FY 2026			1-Jul-25		through				30-Jun-26					
TASK	Title	State	PL	FHWA				FTA			State Match	Local Match	Total	
				Y410	STBG	HSIP (100%)	SPR PL	SPR STC	FTA 5303	FTA 5307				FTA 5310
100	Admin/Pub	IN	\$ 180,000									\$ 45,000	\$ 225,000	
100	Admin/Pub	KY											\$ -	
200	Data	IN (PL)	\$ 112,000									\$ 28,000	\$ 140,000	
		IN Y410		\$ 6,000								\$ -	\$ 6,000	
200	Data	KY											\$ -	
300	Short Plan	IN	\$ 124,265									\$ 31,067	\$ 155,332	
300	Short Plan	KY											\$ -	
400	Long Plan	IN	\$ 75,000									\$ 18,750	\$ 93,750	
400	Long Plan	KY											\$ -	
500	Transit/Ped	IN (PL)	\$ 75,000									\$ 18,750	\$ 93,750	
		IN Y410		\$ 8,519								\$ -	\$ 8,519	
500	Transit/Ped	KY											\$ -	
500	Transit/Ped	FTA Direct										\$ -	\$ -	
600	Specials	IN											\$ -	
<b>TOTAL</b>			<b>\$ 566,265</b>	<b>\$ 14,519</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 141,567</b>	<b>\$ 722,351</b>

**FY 2026 INDIANA BUDGET SUMMARY**

TASK	Title	State	PL	FHWA				FTA			State Match	Local Match	Total	
				Y410	STBG	HSIP (100%)	SPR PL	SPR STC	FTA 5303	FTA 5307				FTA 5310
100	Admin/Pub	IN	\$ 180,000									\$ 45,000	\$ 225,000	
200	Data	IN (PL)	\$ 112,000									\$ 28,000	\$ 140,000	
		IN Y410		\$ 6,000								\$ -	\$ 6,000	
300	Short Plan	IN	\$ 124,265									\$ 31,067	\$ 155,332	
400	Long Plan	IN	\$ 75,000									\$ 18,750	\$ 93,750	
500	Transit /Ped	IN (PL)	\$ 75,000									\$ 18,750	\$ 93,750	
		IN Y410		\$ 8,519								\$ -	\$ 8,519	
500	Transit /Ped	FTA Direct										\$ -	\$ -	
600	Specials	IN											\$ -	
<b>TOTAL</b>			<b>\$ 566,265</b>	<b>\$ 14,519</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 141,567</b>	<b>\$ 722,351</b>

**FY 2026 KENTUCKY BUDGET SUMMARY**

TASK	Title	State	PL	FHWA				FTA			State Match	Local Match	Total
				Y410	STBG	HSIP (100%)	SPR	FTA 5303	FTA 5307	FTA 5310			
100	Admin/Pub	KY											
200	Data	KY											
300	Short Plan	KY											
400	Long Plan	KY											
500	Transit /Ped	KY											
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Table 9: Funding by Source

SOURCE	FY 2025			FY 2026				
	Federal	State	Local	Total	Federal	State	Local	Total
IN PL/5303	\$566,265	\$0	\$141,567	\$707,832	\$566,265	\$0	\$141,567	\$707,832
Y410 (2.5% PL)	\$14,519	\$0	\$0	\$14,519	\$14,519	\$0	\$0	\$14,519
IN HSIP 100%	\$100,000	\$0	\$0	\$100,000	\$14,519	\$0	\$0	\$14,519
IN STBG	\$80,000	\$0	\$20,000	\$100,000	\$0	\$0	\$0	\$0
IN STBG- softwares	\$25,040	\$0	\$6,260	\$31,300	\$0	\$0	\$0	\$0
IN SPR - Planning	\$46,884	\$2,452	\$9,269	\$58,605	\$14,519	\$0	\$0	\$14,519
IN SPR State Traffic Count	\$0	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0
KY FTA 5303	\$10,000	\$0	\$2,500	\$12,500	\$0	\$0	\$0	\$0
KY FTA 5307	\$10,000	\$0	\$2,500	\$12,500	\$0	\$0	\$0	\$0
IN FTA 5307	\$10,000	\$0	\$2,500	\$12,500	\$0	\$0	\$0	\$0
FTA Section 5310	\$34,859	\$0	\$0	\$34,859	\$0	\$0	\$0	\$0
KY PL FUNDS	\$75,200	\$4,700	\$14,100	\$94,000	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$972,767</b>	<b>\$57,152</b>	<b>\$198,696</b>	<b>\$1,228,615</b>	<b>\$580,784</b>	<b>\$0</b>	<b>\$141,567</b>	<b>\$722,351</b>

SOURCE	FY 2025			FY 2026				
	Federal	State	Local	Total	Federal	State	Local	Total
<b>FHWA- INDIANA Planning Cluster</b>								
IN PL/5303	\$566,265	\$0	\$141,567	\$707,832	\$566,265	\$0	\$141,567	\$707,832
Y410 2.5% PL	\$14,519	\$0	\$0	\$14,519	\$14,519	\$0	\$0	\$14,519
IN HSIP 100%	\$100,000	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0
IN STBG	\$105,040	\$0	\$26,260	\$131,300	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$785,824</b>	<b>\$0</b>	<b>\$167,827</b>	<b>\$953,651</b>	<b>\$580,784</b>	<b>\$0</b>	<b>\$141,567</b>	<b>\$722,351</b>
<b>INDIANA SPR - TOTALS</b>								
IN SPR	\$46,884	\$52,452	\$9,269	\$108,605	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$46,884</b>	<b>\$1,444,702</b>	<b>\$9,269</b>	<b>\$108,605</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>IN Total</b>	<b>\$832,708</b>	<b>\$1,444,702</b>	<b>\$177,096</b>	<b>\$1,062,256</b>	<b>\$580,784</b>	<b>\$0</b>	<b>\$141,567</b>	<b>\$722,351</b>
<b>FTA Funds</b>								
FTA Funds	\$64,859	\$0	\$7,500	\$72,359	\$0	\$0	\$0	\$0
<b>FTA Total</b>	<b>\$64,859</b>	<b>\$0</b>	<b>\$7,500</b>	<b>\$72,359</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>FHWA - KENTUCKY Planning</b>								
KY PL Funds	\$74,400	\$4,650	\$13,950	\$94,000	\$0	\$0	\$0	\$0
<b>KY Total</b>	<b>\$74,400</b>	<b>\$4,650</b>	<b>\$13,950</b>	<b>\$94,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL</b>	<b>\$971,967</b>	<b>\$1,449,352</b>	<b>\$198,546</b>	<b>\$1,228,615</b>	<b>\$580,784</b>	<b>\$0</b>	<b>\$141,567</b>	<b>\$722,351</b>

**Table 10: FY 2025 Budget**

**EVANSVILLE METROPOLITAN PLANNING ORGANIZATION**  
**Projected Fiscal Year 2025 Expense Summary**  
**General Budget**

<b>ACCOUNT</b>	<b>DIRECT COSTS</b>	<b>INDIRECT COSTS</b>	<b>TOTAL</b>
Salaries	\$441,057 a	\$166,763 ab	\$607,820
Fringe	\$449,595 c	\$0	\$449,595
Office Supplies	\$0	\$2,000	\$2,000
Garage & Motor	\$0	\$6,500	\$4,930
Small Equipment	\$0	\$3,500	\$3,500
Other Supplies	\$0	\$1,500	\$1,500
Fee For Service/ Legal	\$0	\$7,000	\$7,000
Contractual- Software Remix, Str	\$31,300	\$0	\$31,300
Postage	\$0	\$900	\$900
Travel/Training	\$0	\$13,500	\$13,500
Printing & Advertising	\$0	\$2,000	\$2,000
Equipment	\$0	\$12,000	\$12,000
Insurance	\$0	\$14,000	\$14,000
Repairs & Maintenance	\$0	\$4,000	\$4,000
Rent	\$0	\$38,500	\$38,500
Subscriptions & Dues	\$0	\$9,000	\$9,000
Audit	\$0	\$23,500	\$23,500
Telephone	\$0	\$2,000	\$2,000
<b>TOTAL</b>	<b>\$921,952</b>	<b>\$306,663 d</b>	<b>\$1,228,615</b>

**INDIRECT RATE = INDIRECT COSTS/DIRECT SALARIES (NET)**

- a. Salaries represent net salaries after deduction for vacations, holidays, and personal leave.
- b. Indirect Personnel - 50% of Fiscal Officer's time,  
and 25% of Transportation Planners and Tech - based upon time sheets.
- c. Fringe benefits are estimated at 1.0288
- d. Indirect rate is estimated at 0.7071

**FRINGE BREAKDOWN**

Dental/ Vision/ Health Insurance	\$172,998
FICA	\$55,052
PERF	\$100,485
Workman Comp	\$2,475
Unemployment	\$550
Vacation, Holiday and Personal Leave	\$111,773
Accum-Sick V	\$6,262
<b>TOTAL</b>	<b>\$449,595</b>

**Table 11: FY 2026 Budget**

**EVANSVILLE METROPOLITAN PLANNING ORGANIZATION**  
**Projected Fiscal Year 2026 Expense Summary**  
**General Budget**

<b>ACCOUNT</b>	<b>DIRECT COSTS</b>	<b>INDIRECT COSTS</b>	<b>TOTAL</b>
Salaries	\$266,109 a	\$101,057 ab	\$367,166
Fringe	\$271,245 c	\$0	\$271,245
Office Supplies	\$0	\$1,200	\$1,200
Garage & Motor	\$0	\$3,900	\$4,930
Small Equipment	\$0	\$2,100	\$2,100
Other Supplies	\$0	\$900	\$900
Fee For Service/ Legal	\$0	\$4,200	\$4,200
Contractual- Software Remix, Str	\$0	\$0	\$0
Postage	\$0	\$540	\$540
Travel/Training	\$0	\$8,100	\$8,100
Printing & Advertising	\$0	\$1,200	\$1,200
Equipment	\$0	\$7,200	\$7,200
Insurance	\$0	\$8,400	\$8,400
Repairs & Maintenance	\$0	\$2,400	\$2,400
Rent	\$0	\$23,100	\$23,100
Subscriptions & Dues	\$0	\$5,400	\$5,400
Audit	\$0	\$14,100	\$14,100
Telephone	\$0	\$1,200	\$1,200
<b>TOTAL</b>	<b>\$537,354</b>	<b>\$184,997 d</b>	<b>\$722,351</b>

**INDIRECT RATE = INDIRECT COSTS/DIRECT SALARIES (NET)**

- a. Salaries represent net salaries after deduction for vacations, holidays, and personal leave.
- b. Indirect Personnel - 50% of Fiscal Officer's time, and 25% of Transportation Planners and Tech - based upon time sheets.
- c. Fringe benefits are estimated at 1.0288 (Pre-determined)
- d. Indirect rate is estimated at 0.7071 (Predetermined)

**2026 is based off of 60% of 2025's budget and only includes IN PL funding.**

**A Pre-Determined is rate is used for Fringe and Indirect on even years. (2026)**

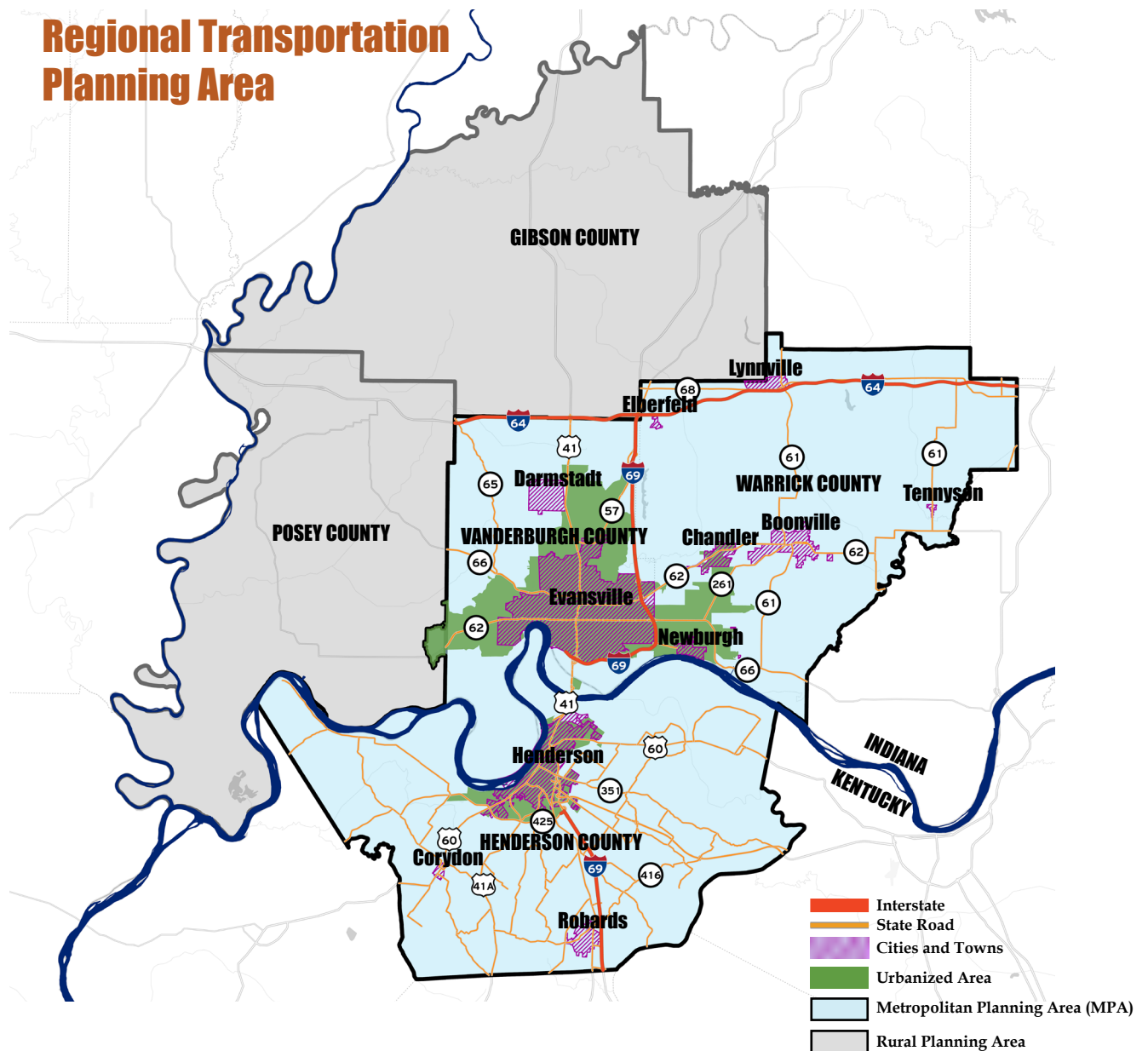
**FRINGE BREAKDOWN**

Dental/ Vision/ Health Insurance	\$104,371
FICA	\$33,213
PERF	\$60,624
Workman Comp	\$1,493
Unemployment	\$332
Vacation, Holiday and Personal Leave	\$67,434
Accum-Sick V	\$3,778
<b>TOTAL</b>	<b>\$271,245</b>

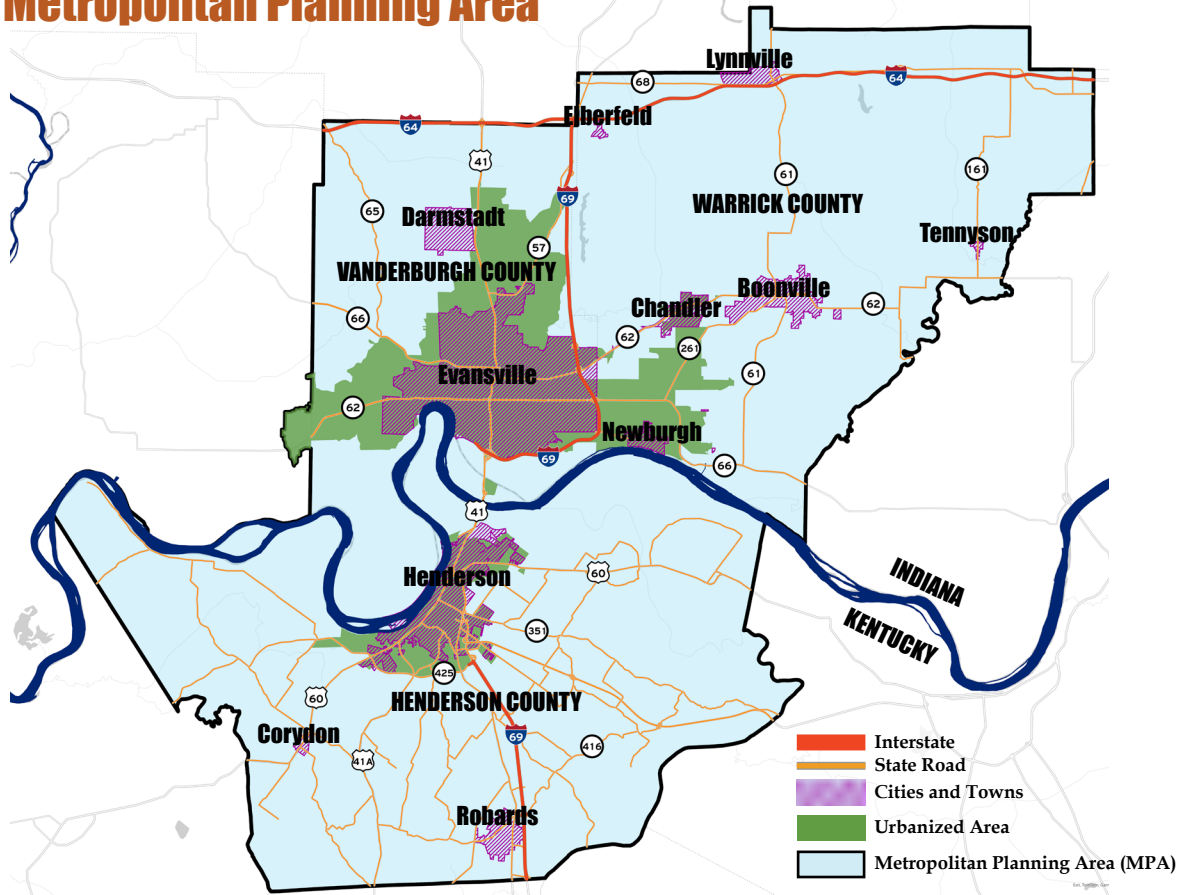
# A

# EVANSVILLE MPO PLANNING AREA MAPS

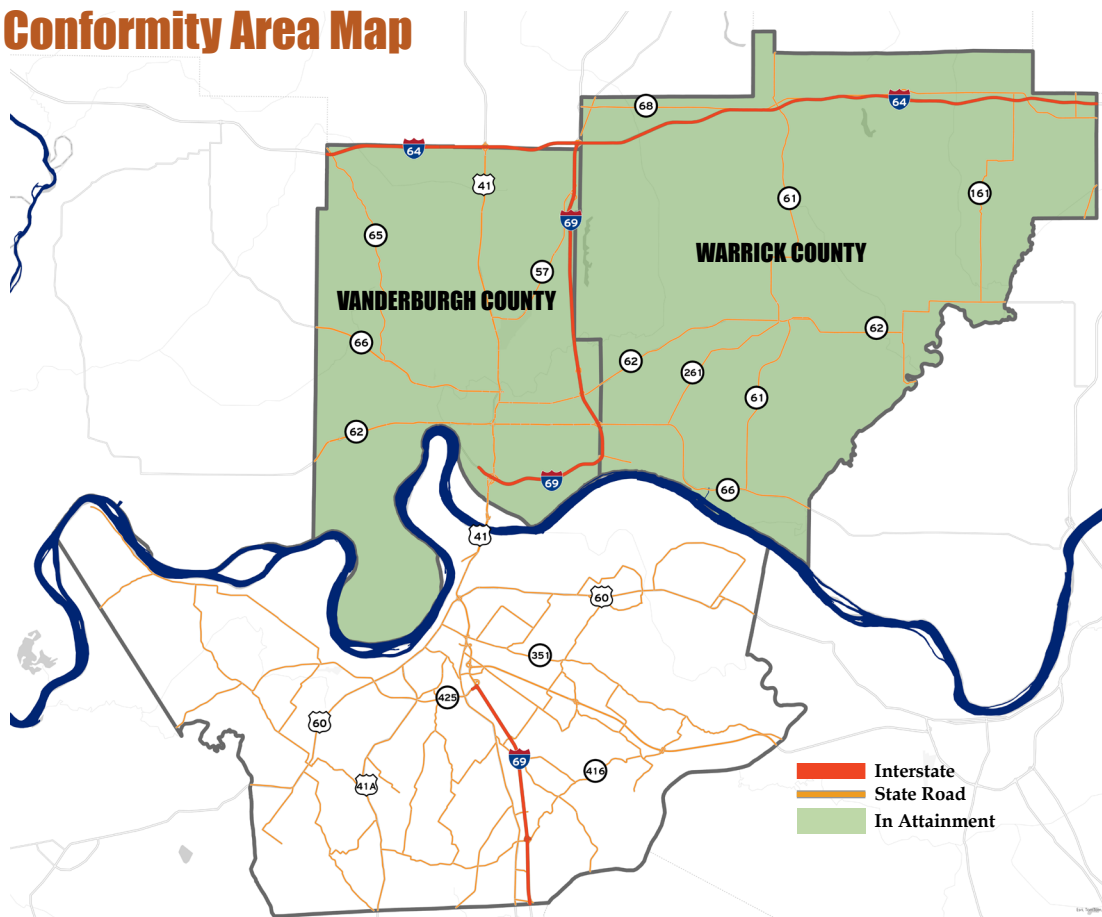
## Regional Transportation Planning Area



## Metropolitan Planning Area



## Conformity Area Map



# **B** OTHER PROJECT ACTIVITIES

## **Transit vehicle acquisition – Section 5310**

### **Purpose**

To provide Section 5310 funding to non-profit transportation agencies to purchase vehicles, operating, and planning costs.

### **Recent Accomplishments**

FTA Activity Line Item 11.12.15 Acquisition of replacement vans and additional vans for the Evansville Arc, Easter Seals Rehabilitation Center, and Missing Pieces.

Provide operating funding for Epworth Express and operating and capital funds for the METS Microtransit pilot program.

### **FY 2025 & FY 2026 Activities**

To purchase vehicles for non-profit transportation agencies in 2025 and 2026 with Section 5310 funding.

To fund operating expenses at 35% for certain transit providers.

The EMPO retains 10% for administrative expenses and 35% of the apportionment remains for non-traditional 5310 projects.

### **Final Products**

Replacement of vehicles (vans for the disabled), operating expenses for certain transit providers, and administrative expenses.

### **Estimated Budget**

Project estimated costs: \$551,285

FTA Section 5310 funds: \$348,590

Local share paid by the non-profits: \$202,695

These funds are administered through the TrAMS and Echo web-based programs.

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## Estimated Timeframe

Obligation is required within 2 years plus the year published in the Federal Register.

## Responsibility

Evansville MPO to disperse the Section 5310 portion of the funds to the transit manufacturer and to perform vehicle inspections, review operating revenue and expense summary, follow the METS Microtransit pilot program, and follow the process of acquisition for METS bus tracking hardware and software.

The non-profit to provide the local match for the vehicles and pick it up.



# MEMORANDUM OF AGREEMENT: EMPO, KYTC, INDOT, METS, HART

**MEMORANDUM OF AGREEMENT**

By and Between

**EVANSVILLE METROPOLITAN PLANNING ORGANIZATION  
INDIANA DEPARTMENT OF TRANSPORTATION  
KENTUCKY TRANSPORTATION CABINET  
METROPOLITAN EVANSVILLE TRANSIT SYSTEM  
HENDERSON AREA RAPID TRANSIT**

This Memorandum of Agreement (MOA) is made by and between the Evansville Metropolitan Planning Organization herein after referred to as the EMPO, the Indiana Department of Transportation herein after referred to as INDOT, the Kentucky Transportation Cabinet, herein after referred to as KYTC, the Metropolitan Evansville Transit System herein after referred to as METS, and the Henderson Area Rapid Transit herein after referred to as HART.

WHEREAS, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) and its previous sister legislative acts the Safe, Accountable, Flexible, & Efficient Transportation Equity Act: A Legacy For Users (SAFETEA-LU), the 1998 Transportation Efficiency Act for the 21st Century (TEA-21) and the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) require the establishment of Agreements among certain agencies involved in the transportation planning process, and

WHEREAS, the transportation planning process for the Evansville Metropolitan Planning Organization includes the following agencies:

- Evansville Metropolitan Planning Organization (EMPO)
- Indiana Department of Transportation (INDOT)
- Kentucky Transportation Cabinet (KYTC)
- Metropolitan Evansville Transit System (METS)
- Henderson Area Rapid Transit (HART)

NOW THEREFORE the agencies mutually agree as follows:

WHEREAS, MAP-21 requires the establishment of agreements between the State(s), the Metropolitan Planning Organization (MPO) and the public transportation operator(s), and

WHEREAS, the EMPO is the designated MPO for Vanderburgh County and Warrick County in Indiana and Henderson County in Kentucky, and

WHEREAS, METS and HART are the designated recipients for FTA Section 5307 and Section 5339 in the Evansville-Henderson Urbanized Area, and

WHEREAS, the EMPO has established various advisory groups, which provide input and direction, as well as assist and advise it on transportation planning and programming considerations. Membership in these technical, advisory, and citizens groups include, but are not limited to, persons representing Vanderburgh County, Warrick County, Henderson County, City of Evansville, Town of Newburgh, City of Henderson and public and private transportation providers, and others not listed in this agreement.

The EMPO, INDOT, KYTC and METS, HART mutually agree as follows:

**RESPONSIBILITIES OF THE EMPO:**

**Structure**

- A. The EMPO organizational structure consists of a Technical Committee, the EMPO Policy Committee, and various advisory committees.

The Policy Committee includes the following voting representing organizations:

- City of Evansville - City Council (2) Mayoral (2)
- Vanderburgh County- County Commission (2) County Council (1)
- City of Henderson (1)
- Town of Newburgh (1)
- Warrick County (1)
- Henderson County (1)
- INDOT (1)
- KYTC (1)

- B. The Technical Committee includes the following voting members:

The EMPO Technical Committee includes the technical staff of the EMPO Policy Committee plus other represented LPAs, as recommended by MAP-21 and subsequent federal transportation acts, to conduct the transportation planning process. Technical Committee members also include but are not limited to: freight, transit, port authorities, railroads, schools, and State and Federal agencies. Actions by the Technical Committee are advisory to the Policy Committee.

The EMPO Citizens Advisory Committee is a project-specific committee and consists of members with expertise for each project.

The Policy Committee and the Technical Committee generally meet monthly. All other committees meet on an "as needed" basis.

### **Transportation Plan**

1. The EMPO will develop and maintain a Transportation Plan (TP) and corresponding Conformity Analysis (if required) in cooperation with INDOT and KYTC, its transit providers and other agency partners at least every 4 years as required by law.
2. The EMPO, with the cooperation and assistance of METS and HART, will implement transit performance management as part of the planning process of the Transportation Plan. This process will include the identification, selection, and description of performance targets, the adoption of a strategy designed to achieve the targets, and periodic reporting on the achievements of the performance targets.
3. The EMPO will utilize the MAP-21 planning factors in the development of the Transportation Plan.
4. The EMPO is responsible for developing a financially reasonable Transportation Plan in consultation with INDOT and KYTC, its area public transit providers and the FHWA and FTA in compliance with current federal planning regulations.
5. The EMPO will include a financial plan that demonstrates the consistency of the Transportation Improvement Program (TIP) and Transportation Plan with available and projected sources of revenue. INDOT and KYTC will provide the EMPO with reasonable estimates of available and projected funding by category on a regular basis.
6. The EMPO Policy Committee approves the Transportation Plan and its periodic updates. All proposed TP amendments must include a project description, project cost, phase, federal, state, local and total dollar amount. Amendments and administrative modifications will follow the procedures outlined in the EMPO Participation Plan in force at the time of the action needed.
7. A Conformity Determination shall be completed for each Transportation Improvement Program and Transportation Plan developed by the EMPO, which indicates that the plans maintain the area's air quality standard as identified by the Interagency Consultation Group Procedures.

### **Public Participation and Involvement**

1. The EMPO will maintain a Participation Plan that is adopted by the Policy Committee. The plan will include coordination with the INDOT and KYTC participation processes. This Plan is followed during the development of the Transportation Plan and the Transportation Improvement Program. The EMPO TIP participation process will serve to meet the METS and HART public participation requirements.

2. The EMPO will comply with all appropriate federal certifications and assurances, civil rights and DBE requirements, Title VI submittals, ADA, and procurement activities guidelines. The EMPO will complete a Title VI analysis for the urbanized area for any program or activity for which the EMPO receives federal financial assistance. INDOT's Office of Economic Opportunity will be the INDOT contact for these efforts.

**Transportation Improvement Program (TIP)**

1. The EMPO will complete a fiscally constrained Transportation Improvement Program (TIP), as needed, in cooperation and coordination with the partners identified in this agreement. The EMPO will update the TIP a minimum of every other year and each new TIP shall cover a four year program period. The development of a new TIP will follow the current EMPO Participation Plan in force at the time of the TIP development.
2. The EMPO will submit an approved TIP to INDOT and KYTC in a timely manner.
3. The EMPO will concur with the planning regulations for Self Certification to INDOT, KYTC, FHWA and the FTA regarding the EMPO's ability and intention to provide and fulfill the transportation planning requirement for the Metropolitan Planning Area (MPA). This will be made available as part of the Transportation Improvement Program (TIP) process.
4. All federal aid funding projects within the EMPO MPA, regardless of funding category, will be included in the fiscally constrained TIP.
5. The Policy Committee of the EMPO approves the TIP followed by approval by the INDOT and KYTC Commissioners on behalf of the Governors, and it is included in the Indiana and Kentucky Statewide Transportation Improvement Programs (STIP) by reference or amendment. The STIP is approved by the Federal Highway Administration and the Federal Transit Administration along with the new TIP and any amendments.
6. TIP amendment requests from project sponsors will be processed in accordance with the EMPO Participation Plan in force at the time of the request, as well as in accordance with the Interagency Consultation Group (ICG) and approved air quality conformity procedures.
7. Calls for projects will be made at various times depending on the funding category and the availability of funds in each category. Projects will be selected based on the current selection process in force at the time of the call.
8. The EMPO will provide and maintain a website that provides TIP and associated amendments for interested parties, public and agency consumption.
9. The Congestion Management Process (CMP) will be used in identifying and selecting projects during TP and TIP updates, including those projects located on the States' highway network.

10. Where needed, a Conformity Determination shall be completed for each Transportation Improvement Program (TIP) and Transportation Plan and developed by the EMPO working with state and local project sponsors. This ensures plans, programs and projects maintain proper air quality conformity for a region.

#### **Travel Demand Forecasting**

1. The EMPO is responsible for developing and maintaining a travel demand forecasting model for the EMPO Metropolitan Planning Area (MPA).

#### **Unified Planning Work Program**

1. A Unified Planning Work Program (UPWP) will be prepared by the EMPO in cooperation and consultation with INDOT, KYTC, FHWA, FTA and the transit operators.
2. The EMPO will consider, and where feasible, include the planning emphasis areas (PEA's) identified by FHWA and FTA in the preparation of the UPWP. Emphasis areas must be received prior to January 31<sup>st</sup> to receive proper consideration.
3. The EMPO will complete its Cost Allocation Plan by February 28 and UPWP draft by April 1<sup>st</sup> of each year. However, the EMPO's ability to meet this timeline is affected by INDOT and KYTC providing timely PL Distribution numbers. Should PL funding information be delayed, the EMPO may flat-line the estimated funding based upon the prior year and then adjust the PL funding when final figures are obtained. The INDOT and KYTC Central Office Asset Management, Program Engineering and Road Inventory Division will take the lead in this effort in cooperation with the EMPO Council and the INDOT and KYTC Central Office Project Finance Division and the INDOT and KYTC Transit Office.
4. The EMPO will prepare a UPWP for the Fiscal Year that will take effect beginning on July 1 of the same year. The EMPO will submit to INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division and KYTC Division of Planning and KYTC Office of Transportation Delivery a final Unified Planning Work Program in a timely manner that allows for final review and recommendation for approval to FHWA and FTA.
5. Amendments to the UPWP may arise when special planning projects are initiated after the adoption of the current UPWP. Amendments require the source of Federal Funds, source of local funds with a commitment letter from the agency providing the local funds, a project description, a project schedule, responsible parties, breakdown between the amount of pay for consultants versus salaries, and products. UPWP amendments will be approved through the Policy Committee by signing of a resolution. The resolution and changes will be forwarded to the responsible state agency so that a purchase order may be created.

### **Management Systems**

1. The development and implementation of a congestion management process (CMP), where needed, for the EMPO Metropolitan Planning Area will be the responsibility of the EMPO in cooperation with INDOT KYTC, FTA and FHWA. Technical Planning Section, within the Asset Planning & Management Division will be the INDOT Leads.
2. The EMPO will work cooperatively with the Technical Planning Section, within the Asset Planning & Management Division as the lead and other relevant INDOT and KYTC Divisions and other public agencies in the development of the other specified management systems as appropriate.
3. The EMPO will maintain a Congestion Management Process in cooperation with the Technical Planning Section, within the Asset Planning & Management Division. The Congestion Management Process shall be coordinated with the development of the Transportation Plan.

### **Transit Planning**

1. The EMPO will sponsor and participate on committees related to the provision and coordination of transit and para-transit services.
2. The EMPO will serve as the lead agency for the development of the "Coordinated Public Transit Human Services Transportation Plan".
3. The EMPO was named the Designated Recipient for the Evansville-Henderson Urbanized Area for the FTA's Section 5310 Mobility of Seniors and Individuals with Disabilities Grant Program. As the Designated Recipient, the EMPO is responsible for conducting a competitive and equitable selection process to award Section 5310 funds apportioned to the Evansville-Henderson Urbanized Area.

### **Certifications and Assurances**

1. The EMPO will sign the annual FTA Certifications and Assurances.

**RESPONSIBILITIES OF THE INDIANA DEPARTMENT OF TRANSPORTATION In cooperation with EMPO, and METS:**

1. INDOT will provide staff liaisons to coordinate with the MPOs and regularly attend the MPO Council meetings, which are held in Indianapolis.
2. INDOT Technical Planning Section Staff will participate in EMPO Technical or Policy Committee meetings. The District Capital Program Manager will attend the Technical Committee meetings and have voting representation for INDOT. The District Deputy Commissioners will attend the Policy Committee meetings and have voting representation for INDOT.

**Transportation Plan and TIP**

1. The Indiana Statewide Transportation Plan shall be developed in cooperation with the EMPO Transportation Plan.
2. The INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will develop a list of planned improvement needs on State jurisdiction highways developed in conjunction and in cooperation with the EMPO for the Metropolitan Planning Area of the EMPO. These identified needs will be consistent with the INDOT Asset Planning and Management Process. This is necessary for the development of data the EMPO needs to develop a Transportation Plan that is consistent with available funding sources and project revenues.
3. The INDOT Central Office Project Finance Division will provide the EMPO in a timely manner with estimates of available federal and state funding as necessary for the development of the financial plans demonstrating the fiscal constraint of the EMPO's Transportation Plan and TIP. Should funding information be delayed for some reason, the EMPO may then flat-line funding based on past information. Should estimates provided by INDOT, or lack thereof, result in the EMPO's inability to obligate all funds in a given fiscal year, the EMPO funds will continue to be made available to the EMPO by INDOT.
4. The INDOT Central Office LPA and Grants Administration Division will develop the Indiana Statewide Transportation Improvement Program in cooperation with the EMPO's transportation planning process and incorporate the EMPO approved TIP by reference or amendment in its entirety. This will be done in cooperation with the Technical Planning Section, within the Asset Planning & Management Division.
5. The INDOT Central Office LPA and Grant Administration Division in cooperation with the Technical Planning Section, within the Asset Planning & Management Division and District staff for the area that includes the EMPO, will provide timely lists of INDOT projects within the EMPO's jurisdiction in sufficient detail and accuracy to allow for the development of a TIP for the EMPO's region.

6. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division working with the LPA and Grant Administration Division will provide in a timely manner lists of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. This will allow the EMPO to develop an Annual List of Obligated Projects (ALOP).
7. INDOT will provide Central and District Office coordination for the EMPO on all matters including the TP and TIP. The Technical Planning Section, within the Asset Planning & Management Division will be the lead in cooperation with the LPA and Grant Administration Division and the appropriate District Office(s) for the area containing the EMPO.
8. INDOT Central and District Offices will collect and share transportation system information with the EMPO to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics. The Technical Planning Section, within the Asset Planning & Management Division will be the lead in this effort.

**UPWP Coordination Activities**

1. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will assign a planning liaison to participate in transportation planning activities related to the UPWP (such as review of the document, preparation of contracts following its approval, review of billings submitted by the EMPO, etc.) and also to assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.
2. INDOT Technical Planning Section, within the Asset Planning & Management Division will provide updated consolidated PL figures based on the current PL Distribution formula approved by the FHWA, INDOT and the MPO Council. INDOT will provide these figures by January 31 each year to allow for development of the UPWP.
3. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will review and provide approval of the UPWP and concurrence with the Cost Allocation Plan in a timely manner, and begin development of the required contracts and purchase orders. INDOT will provide a timely notice-to-proceed, a signed contract and a purchase order.
4. INDOT Central Office Technical Planning Section, within the Asset Planning & Management Division will review progress reports through the Planning Liaison and initiate the reimbursement of invoices pursuant to applicable Federal Regulations and Indiana Code 5-17-5, Public Purchases.



**RESPONSIBILITIES OF THE KENTUCKY TRANSPORTATION CABINET In cooperation with EMPO, and HART**

1. KYTC will provide staff liaisons to coordinate with the EMPO and participate in EMPO Technical and Policy Committee meetings.
2. KYTC will cooperate in the development of a process to identify potential studies and the procedures to undertake such studies.
3. KYTC will administer state and federal transportation planning assistance funds as necessary to carry out the transportation process.
4. For each federal fiscal year, KYTC will provide a list of projects, including investments in pedestrian walkways and bicycle transportation facilities, for which 23 USC and 49 USC Chapter 53 funds were obligated in the preceding fiscal year. Project information will include Item#, county, sponsor, route number, project description, work type and phase, funding type and federal obligation amount. If available, KYTC will also provide information on funding obligations and estimated annual costs for the preceding fiscal year.
5. KYTC will collect and share transportation system information with the EMPO to facilitate a cooperative planning process, including access to data on the condition and performance of state maintained roadways.
6. KYTC will conduct training sessions and workshops on pertinent topics.
7. KYTC will develop a list of planned improvement needs on state highways developed in conjunction and in cooperation with the EMPO for the MPA.

**Transportation Plan and TIP**

1. KYTC will provide Central and District Office coordination with the EMPO on all matters including the TP and TIP including timely, detailed and accurate lists of KYTC projects within the EMPO.
2. KYTC will develop its Statewide Transportation Program (STIP) in cooperation with the EMPO transportation planning process and, upon approval by the Governor or appointee, FHWA and FTA, incorporate the EMPO TIP by reference or amendment in its entirety.
3. KYTC will provide the EMPO with estimates of available federal and state funding as necessary to ensure compliance with fiscal constraint requirements for the EMPO MTP and TIP. Should funding information be delayed, the EMP may develop estimates based on recent precedent.

4. Kentucky Statewide Transportation Plan shall be developed in cooperation with the EMPO Transportation Plan.
5. KYTC will develop a list of planned improvement needs on State jurisdiction highways developed in conjunction and in cooperation with the EMPO for the Metropolitan Planning Area of the EMPO. These identified needs will be consistent with the KYTC Asset Planning and Management Process. This is necessary in order to develop data the EMPO needs to develop a Transportation Plan that is consistent with available funding sources and project revenues.
6. KYTC will provide the EMPO in a timely manner with estimates of available federal and state funding as necessary for the development of the financial plans demonstrating the fiscal constraint of the EMPO's Transportation Plan and TIP. Should funding information be delayed for some reason, the EMPO may then flat-line funding based on past information.
7. KYTC will develop the Kentucky Statewide Transportation Improvement Program and KYTC STIP in cooperation with the EMPO's transportation planning process and incorporate the EMPO approved TIP by reference or amendment in its entirety.
8. KYTC will provide timely lists of KYTC projects within the EMPO's jurisdiction in sufficient detail and accuracy to allow for the development of a TIP for the EMPO's region.
9. KYTC will develop a Statewide Transportation Improvement Program (STIP) that includes the review and written approval of the EMPO TIP in a timely manner.
10. KYTC will provide in a timely manner lists of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. This will allow the EMPO to develop an Annual List of Obligated Projects (ALOP).
11. KYTC will coordinate with the EMPO on all matters including the TP and TIP.
12. KYTC will collect and share transportation system information with the EMPO to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics.

**UPWP Coordination Activities**

1. KYTC will assign a planning liaison to participate in transportation planning activities related to the UPWP and assist with coordination in the Planning Emphasis Areas identified by FHWA and FTA.

2. KYTC will inform the EMPO of available Kentucky PL funds at its January statewide transportation planning meeting.
3. KYTC will review the UPWP and CAP and develop contracts and purchase orders as necessary.
4. KYTC will review progress reports and invoices pursuant to applicable federal and state regulations.

**RESPONSIBILITIES OF THE Metropolitan Evansville Transit System (METS):**

1. METS will provide data, including financial planning information, upon request and participate in the development of the Transportation Plan update
2. The provision of necessary data for the analysis and support of the Congestion Management Process, and other management systems where appropriate.
3. METS will provide copies of any transit planning studies, analyses or surveys undertaken with the intention to improve METS services and internal operations.
4. Coordinate with the EMPO to collect and analyze data for the support of management systems when appropriate.
5. METS will participate on the Transportation Technical Committee.
6. METS will participate in the development of the "Coordinated Public Transit Human Services Transportation Plan".
7. METS will provide an annual, fiscally constrained, 5 year Financial Plan that will include operating expenses and revenue and a Program of Project. This information will be used in the development of the TIP.
8. METS will provide a four year capital project and operating plan (program of projects) for inclusion in the TIP to the EMPO. The capital and operating plan will be updated annually and submitted with the Financial Capacity Analysis.
9. METS will provide TIP amendment requests to the EMPO in a timely manner prior to the next scheduled meeting of the Policy Committee and Transportation Technical Committee. All amendment requests will be in writing.
10. METS will provide a copy (PDF file preferred) to the EMPO of each final grant request to the Federal Transit Administration and provide a copy of each grant award acceptance. METS will also provide to the EMPO copies of any modifications to grants after approval.

11. METS will provide a copy (PDF file preferred) to the EMPO of each final grant request to the INDOT Transit Office (PMTF grants) and provide a copy of each grant award acceptance.
12. METS will provide on an annual basis, no later than 90 calendar days following the end of the program year a list of transit projects for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year.
13. METS will submit annually their operating and capital projects for all federal grant so that they may be submitted to the FTA in the second quarter of the federal fiscal year.
14. METS will be responsible for its Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in the Evansville-Henderson Urbanized Area.
15. METS as the designated recipient of federal transit funds, will be required to provide the necessary local matching funds (unless otherwise agreed to) and will be responsible for maintaining all necessary records in support of the expenditure of those funds.
16. METS shall coordinate with the EMPO to collect and analyze necessary data and relevant information to the Civil Rights Assurances, the Title VI Plan, and grant applications.
17. METS shall file the Annual Report, the National Transit Database documents, the FTA Quarterly Operating Data Reports, the quarterly DBE reports and annual DBE goals, the quarterly Milestone Data Report, the quarterly Progress Narrative Reports, the quarterly Financial Status Reports, the Electronic Drawdowns, and the Closeout documentation for grants.
18. METS agrees that they will be in compliance with all required federal objectives.

**Certifications and Assurances**

1. METS will sign the annual FTA Certifications and Assurances.

**RESPONSIBILITIES OF THE Henderson Area Rapid Transit (HART):**

1. HART will provide data, including financial planning information, upon request and participate in the development of the Transportation Plan update.
2. The provision of necessary data for the analysis and support of the Congestion Management Process, and other management systems where appropriate.
3. HART will provide copies of any transit planning studies, analyses or surveys undertaken with the intention to improve HART's services and internal operations.
4. Coordinate with the EMPO to collect and analyze data for the support of management systems when appropriate.
5. HART will participate on the Transportation Technical Committee.
6. HART will participate in the development of the "Coordinated Public Transit Human Services Transportation Plan".
7. HART will provide a Financial Capacity Analysis showing a 5 year Financial Plan as part of the TIP development process. This will be reviewed by KYTC.
8. HART will provide a four year capital project and operating plan (program of projects) for inclusion in the TIP to the EMPO. The capital and operating plan will be updated annually and submitted with the Financial Capacity Analysis. This will be reviewed by KYTC.
9. HART will provide amendment requests to the EMPO in a timely manner prior to the next scheduled meeting of the Policy Committee and Transportation Technical Committee. All amendment requests will be in writing.
10. HART will provide a copy (PDF file preferred) to the EMPO of each final grant request to the Federal Transit Administration and provide a copy of each grant award acceptance.
11. HART will provide on an annual basis, no later than 90 calendar days following the end of the program year a list of transit projects for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year.
12. HART will submit annually their operating and capital projects for all federal grant so that they may be submitted to the FTA in the first quarter of the federal year.
13. HART will be responsible for its Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in the Evansville-Henderson Urbanized Area.


14. HART as the designated recipient of federal transit funds, will be required to provide the necessary local matching funds (unless otherwise agreed to) and will be responsible for maintaining all necessary records in support of the expenditure of those funds.
15. HART shall coordinate with the EMPO to collect and analyze necessary data and relevant information to the Civil Rights Assurances, the Title VI Plan, and grant applications.
16. HART shall file the Annual Report, the National Transit Database documents, the FTA Quarterly Operating Data Reports, the quarterly DBE reports and annual DBE goals, the quarterly Milestone Data Report, the quarterly Progress Narrative Reports, the quarterly Financial Status Reports, the Electronic Drawdowns, and the Closeout documentation for grants.
17. HART agrees that they will be in compliance with all required federal objectives.

**Certifications and Assurances**

1. The EMPO will sign the annual FTA Certifications and Assurances.

In witness thereof, the undersigned executive staff members of EMPO, METS, HART, INDOT and KYTC have executed this Memorandum of Agreement on the dates indicated.

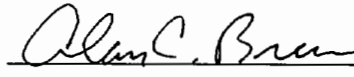
**For METS:**

  
\_\_\_\_\_  
Marty Ampsler  
Chairman, Board of Public Works


Date 2-5-15

  
\_\_\_\_\_  
Anthony Brooks  
Vice-Chairman, Board of Public Works

Date 2-5-15


  
\_\_\_\_\_  
A.C. Braun  
Member, Board of Public Works

Date 2-5-15

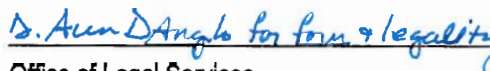
  
\_\_\_\_\_  
Sharon Evans  
Attest

Date 2-5-15

**For KYTC:**

  
\_\_\_\_\_  
Secretary of Transportation  
Commonwealth of Kentucky Transportation Cabinet

Date 3/20/15

  
\_\_\_\_\_  
Office of Legal Services  
Commonwealth of Kentucky Transportation Cabinet

Date March 18, 2015

**For INDOT:**

  
Date 2/24/2015  
James P. Stark, Deputy Commissioner, Innovative Project Delivery

**For HART:**

  
Date 2/9/15  
Russell Sights, Henderson City Manager  
Henderson Area Rapid Transit

**For EMPO:**

  
Date 2/5/15  
Policy Board President  
Evansville Metropolitan Planning Organization

  
Date 2/12/15  
Executive Director  
Evansville Metropolitan Planning Organization



# MEMORANDUM OF AGREEMENT: EMPO AND HART

**Memorandum of Agreement Between the  
Evansville Metropolitan Planning Organization  
and  
Henderson Area Rapid Transit**

This Agreement is made between the Evansville Metropolitan Planning Organization (EMPO) and Henderson Area Rapid Transit (HART) acting by and through the City of Henderson, Kentucky. The Evansville Metropolitan Planning Organization will be the sub-recipient of the funds.

The sub-recipient's unique entity identifier (DUNS) is 958121675. The Federal Transit Administration (FTA) Federal Award Identification Number (FAIN) is KY-2023-016-00. The Federal Award Date was September 11, 2023.

**Whereas**, the EMPO is the designated Metropolitan Planning Organization (MPO) for the Evansville Metropolitan Area (MPA), and

**Whereas**, HART is the Public Transit Operator in the City of Henderson, Kentucky, and

**Whereas**, HART and the EMPO desire to reach an agreement, in which the EMPO agrees to be responsible for certain planning and administrative activities for HART in exchange for the EMPO being compensated by HART in the amount of Twelve Thousand Five Hundred Dollars (\$12,500.00), with \$10,000 coming from the FTA Section 5307 (CFDA: 20.507) award and a local share of \$2,500.

The EMPO agrees to perform the following activities for HART in the EMPO Fiscal Year 2024:

1. The EMPO will prepare and submit in TrAMS (Transit Award Management System) the HART annual FTA (Federal Transit Administration) Urbanized Area Formula Grant (Section 5307), Bus and Bus Facilities Formula Grant (Section 5339), and Mobility of Seniors and Individuals with Disabilities Program Grant (Section 5310) applications. This responsibility also includes the publication of the Program of Projects and the public participation requirements for each grant. These grants will contain no contingency projects, as projects should be known at the start of the grant process.
2. The EMPO will provide assistance to HART as needed to complete the annual Certifications and Assurances in TrAMS.
3. The EMPO will provide technical assistance to HART regarding the TrAMS internet based grant application and management program, including monitoring of quarterly milestone reports and other related services as reasonably requested by HART and/or City of Henderson Officials.
4. The EMPO will provide technical assistance to HART during the Triennial Review and act as a liaison with FTA Region V.

5. The EMPO will provide specialized transit planning assistance to HART as reasonably requested, including, but not limited to new marketing materials, route planning, or other reasonable requests. Remix transit planning software will be utilized to assist in transit planning.
6. The EMPO will provide assistance to HART in identifying sources of State and Federal funding.
7. The EMPO, with assistance from HART, will prepare and update the Regional Transit Asset Management Plan.
8. The EMPO will assist HART in preparing and updating the Public Transportation Agency Safety Plan (PTASP).
9. The EMPO will provide assistance to HART in preparing and updating HART's Title VI Program, Public Participation Plan, Limited English Proficiency Plan, and Safety Program as requested.
10. The EMPO will provide access to HART and auditors to EMPO's records and financial statements as necessary to meet requirements of the Federal award.

HART agrees to provide the following information/assistance to the MPO in Fiscal Year 2024:

1. HART will request available FTA funding amounts from the MPO prior to developing their FY 2024 budget. If full year apportionment data is not yet available from the FTA, the FY 2024 budget will be based on estimated totals until full year apportionment amounts are available.
2. HART will submit their FY 2024 budget, including all funding sources, to EMPO staff prior to January 1, 2024 in order to complete the FY 2024 grant application in TrAMS by the FTA's submittal deadline (typically by May 1). Delays in receipt of the budget by the EMPO will result in delays of completion of the grant application and subsequently availability of funds.
3. HART will provide the EMPO additional information and clarification regarding their FY 2024 budget as needed, in order to complete the grant submission on schedule.
4. HART will schedule public meetings required for submittal of the grant and receive approval from the City of Henderson Board of Commissioners to submit the grant in TrAMS. EMPO will provide a range of dates when the public meetings must be held in order to meet the submittal schedule.
5. HART will inform EMPO staff of the dates of HART's Triennial Review and provide EMPO staff with questions related to planning and grant development they will be asked to answer or assist in answering to the Triennial Review committee.
6. HART will attend the EMPO Certification Review as requested to assist the EMPO in answering HART related questions asked by the Federal Highway Administration (FHWA) and/or Federal Transit Administration (FTA).

7. HART will ensure that the City of Henderson's City Manager and City Attorney PIN the Certifications and Assurances in TrAMS within one month of notice of availability of Certifications and Assurances.
8. HART will work with EMPO staff and provide the appropriate information in order to complete updates to the Regional Transit Asset Management Plan.
9. HART will complete, submit, and update the Public Transportation Agency Safety Plan (PTASP) with assistance from EMPO staff.

#### **Time of Performance**

This Agreement shall commence on July 1, 2023 and conclude on June 30, 2024. The EMPO fee for services performed shall also commence and conclude on these dates. The Agreement will be incorporated as part of the Unified Planning Work Program (UPWP). A new Agreement will be created for the next Fiscal Year prior to the conclusion of this Agreement on June 30, 2024 or immediately following approval of the FY 2024 grant application by the FTA.

#### **Compensation and Method of Payment**

This Agreement for services performed is subject to the maximum compensation set forth in the Unified Planning Work Program (UPWP). The total amount due to the EMPO under this agreement shall be Twelve Thousand Five Hundred Dollars (\$12,500), with \$10,000 coming from the Section 5307 award and a local share of \$2,500, which shall be divided into installments and paid quarterly upon HART receipt of an invoice and a signed claim form. However, if either party cancels the Agreement, compensation will be made on a pro-rated basis covering the period of service. The MPO will bill HART for direct and indirect costs. The MPO's indirect cost rate is 67.88%. This agreement is closed out once the final invoice is sent and payment to the MPO is made.

#### **Counterpart of the Agreement**

This Agreement shall be executed in counterparts, each of which shall be deemed to be an original and such counterparts shall constitute one and the same instrument.

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**Notice**

Any notice relating to this Agreement shall be in writing and signed by the party giving or serving the same and either served in person or delivered by certified mail, addressed to the party as follows:

Crystal Windhaus, Transit Superintendent  
HART  
401 North Elm Street  
P.O. Box 716 (*mailing*)  
Henderson, KY 42420

Seyed Shokouhzadeh, Executive Director  
Evansville MPO  
One NW Martin Luther King, Jr. Blvd  
Room 316  
Evansville, Indiana 47708

**Federal Award Requirements**

The FTA Master Agreement is herein incorporated by reference.

**Evansville Metropolitan Planning Organization  
Policy Committee**

\_\_\_\_\_  
Jack Corn, Jr., Chairperson

\_\_\_\_\_  
Rusty Fowler, Vice Chairperson

\_\_\_\_\_  
Mayor Stephanie Terry, Member

\_\_\_\_\_  
Ronald Beane, Member

\_\_\_\_\_  
Cheryl Musgrave, Member

\_\_\_\_\_  
Jill Hahn, Member

\_\_\_\_\_  
William "Buzzy" Newman, Member

\_\_\_\_\_  
Dan Saylor, Member

\_\_\_\_\_  
Nick Stallings, Member

\_\_\_\_\_  
John Stoll, Member

\_\_\_\_\_  
Todd M. Robertson, Member

\_\_\_\_\_  
Christy Powell, Member

\_\_\_\_\_  
Deneatra Henderson, Member

**Attest By:**

\_\_\_\_\_  
Seyed Shokouhzadeh, Executive Director

Date: \_\_\_\_\_

.....

**City of Henderson, Kentucky**

\_\_\_\_\_  
William "Buzzy" Newman, Henderson City Manager

Date: \_\_\_\_\_

**AFFIDAVIT**

The undersigned, \_\_\_\_\_ (*name*), \_\_\_\_\_ (*position*) at Evansville Metropolitan Planning Organization (“EMPO”), being duly sworn upon his/her oath, does hereby state that EMPO, pursuant to I.C. 22-5-1.7, does not knowingly employ unauthorized aliens and participates in the E-Verify Program (the “Program”) when it hires new employees to confirm their work eligibility and further acknowledges that it is not required to verify the work eligibility status of all newly hired employees through the Program if the Program no longer exists.

**I swear or affirm, under the penalties for perjury, that the foregoing statements are true.**

Evansville Metropolitan Planning Organization

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

# MEMORANDUM OF AGREEMENT: EMPO AND METS

**Memorandum of Agreement Between the  
Evansville Metropolitan Planning Organization  
and the  
Metropolitan Evansville Transit System**

This Agreement is made between the Evansville Metropolitan Planning Organization ("EMPO") and the City of Evansville, Indiana, acting by and through its Board of Public Works ("BPW") on behalf of the Metropolitan Evansville Transit System (collectively, "METS"). The EMPO will be the sub-recipient of the funds.

The sub-recipient's unique entity identifier ("DUNS") is 958121675. The Federal Transit Administration ("FTA") Federal Award Identification Number ("FAIN") is IN-2024-002-00. The Federal Award Date is 12/21/2023.

**WHEREAS**, the EMPO is the designated Metropolitan Planning Organization ("MPO") for the Evansville Metropolitan Area ("MPA"); and

**WHEREAS**, METS is the Public Transit Operator in the City of Evansville, Indiana;

**WHEREAS**, METS and the EMPO desire to reach an agreement, in which the EMPO agrees to be responsible for certain planning and administrative activities for METS in exchange for the EMPO being compensated by METS in the amount of Twelve Thousand Five Hundred Dollars (\$12,500.00), with \$10,000 coming from the FTA Section 5307 (CFDA: 20.507) award and a local share of \$2,500; and

**WHEREAS**, at the time of execution of this Agreement, METS is waiting for FTA approval of a grant which will provide partial funding for EMPO's services under this Agreement; and

Therefore, the parties agree as follows:

The recitals are incorporated herein.

The parties agree that this Agreement is subject to FTA's approval of the grant applied for by METS and that if FTA does not approve the grant, or, alternately, if FTA approves a different amount than what was applied for by METS, that METS may terminate this Agreement without penalty; provided that, if the modified amount of grant funds is sufficient, in METS's sole discretion, to fulfill its obligations under this Agreement, then the parties agree to amend this Agreement to reflect the modified grant amount and any affected payment thereof.

The EMPO agrees to perform the following activities for METS in the EMPO Fiscal Year 2024:

1. The EMPO will prepare and submit in TrAMS (Transit Award Management System) the METS annual FTA Urbanized Area Formula Grant (Section 5307) (including any Congestion Mitigation and Air Quality Improvement Program ("CMAQ") funding transfers), Bus and Bus Facilities Formula Grant (Section 5339), and Mobility of Seniors and Individuals with Disabilities Program Grant (Section 5310) applications. This responsibility also includes the publication of the

Program of Projects and the public participation requirements for each grant. These grants will contain no contingency projects, as projects should be known at the start of the grant process.

2. The EMPO will coordinate a program review meeting with METS in January to discuss the status of current METS projects and funding requirements for potential future projects that may utilize Federal Highway Administration (“FHWA”) funding, specifically CMAQ funds. Following the meeting, the EMPO will inform METS of program amounts available in the next EMPO fiscal year.
3. The EMPO will provide assistance to METS as needed to complete the annual Certifications and Assurances in TrAMS.
4. The EMPO will provide technical assistance to METS regarding the TrAMS internet-based grant application and management program, including monitoring of quarterly milestone reports and other related services as reasonably requested by METS and/or the City of Evansville Department of Transportation and Services.
5. The EMPO will provide technical assistance to METS during the Triennial Review and act as a liaison with FTA Region V.
6. The EMPO will provide specialized transit planning assistance to METS as reasonably requested, including, but not limited to new marketing materials, route planning, or other reasonable requests. Remix transit planning software will be utilized to assist in transit planning.
7. The EMPO will provide assistance to METS in identifying sources of State and Federal funding.
8. The EMPO, with assistance from METS, will prepare and update the Regional Transit Asset Management Plan.
9. The EMPO will assist METS in preparing and updating the Public Transportation Agency Safety Plan (“PTASP”).
10. The EMPO will assist METS in updating the ADA bus stop inventory to meet the ADA requirements and remain an eligible sub-recipient for Federal funding through INDOT.
11. The EMPO will provide assistance to METS in preparing and updating METS’s Title VI Program, Public Participation Plan, Limited English Proficiency Plan, and Safety Program as requested.
12. The EMPO will provide access to METS and auditors to EMPO’s records and financial statements as necessary to meet requirements of the Federal award.

METS agrees to provide the following information/assistance to the EMPO in Fiscal Year 2024:

1. METS will request available FTA funding amounts from the EMPO prior to developing their CY 2024 budget. If full year apportionment data is not yet available from the FTA, the CY 2023 budget will be based on estimated totals until full year apportionment amounts are available.
2. METS will attend a program review meeting in January to discuss the status of current METS projects and funding requirements for potential future projects that may utilize FHWA funding.



3. METS will submit their CY 2024 budget, including all funding sources, to EMPO staff prior to January 1, 2024 in order to complete the CY 2024 grant application in TrAMS by the FTA's submittal deadline (typically by May 1). Delays in receipt of the budget by the EMPO will result in delays of completion of the grant application and subsequent availability of funds.
4. METS will provide the EMPO additional information and clarification regarding their CY 2024 budget as needed, in order to complete the grant submission on schedule.
5. METS will provide information and assistance to EMPO staff regarding public meetings held by the EMPO to fulfill grant requirements, including but not limited to, attendance at public meetings to answer public questions and placing EMPO staff on the BPW meeting agenda when requested in order for EMPO staff to gain BPW approval to submit grants in TrAMS.
6. METS will inform EMPO staff of any public meetings conducted by METS.
7. METS will inform EMPO staff of the dates of METS's Triennial Review and provide EMPO staff with questions related to planning and grant development they will be asked to answer or assist in answering to the Triennial Review committee.
8. METS will attend the EMPO Certification Review as requested to assist the EMPO in answering METS related questions asked by the FHWA and/or FTA.
9. METS will PIN the Certifications and Assurances in TrAMS, including requesting METS's Attorney to PIN the Certifications and Assurances, within one month of notice of availability of Certifications and Assurances.
10. METS will work with EMPO staff and provide the appropriate information in order to complete updates to the Regional Transit Asset Management Plan.
11. METS will complete, submit, and update the Public Transportation Agency Safety Plan (PTASP) with assistance from EMPO staff.
12. METS will complete, submit, and update the ADA bus stop inventory with assistance from EMPO staff.

#### **Time of Performance**

This Agreement shall commence on July 1, 2023 and conclude on June 30, 2024. The EMPO fee for services performed shall also commence and conclude on these dates. The Agreement will be incorporated as part of the Unified Planning Work Program ("UPWP"). A new agreement will be created for the next Fiscal Year prior to the conclusion of this Agreement on June 30, 2024 or immediately following approval of the CY 2023 grant application by the FTA.

#### **Compensation and Method of Payment**

This Agreement is subject to the maximum compensation set forth in the UPWP. The total amount due to the EMPO under this Agreement shall be Twelve Thousand Five Hundred Dollars (\$12,500.00), with \$10,000 coming from the Section 5307 award and a local share of \$2,500, which shall be divided into installments and paid quarterly upon METS's receipt of an invoice and a signed claim form. However, if either party cancels the Agreement, compensation will be made on a pro-rated basis covering the period

of service. The EMPO will bill METS for direct and indirect costs. The EMPO's indirect cost rate is 67.88%. This Agreement terminates after payment of the final invoice to the EMPO is made.

**Counterpart of the Agreement**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original and such counterparts shall constitute one and the same instrument.

**Notice**

Any notice relating to this Agreement shall be in writing and signed by the party giving or serving the same and either served in person or delivered by certified mail, addressed to the party as follows:

Jonathan Siebeking, Director  
METS  
601 John Street  
Evansville, Indiana 47713

Seyed Shokouhzadeh, Executive Director  
Evansville MPO  
One NW Martin Luther King, Jr. Blvd  
Room 316  
Evansville, Indiana 47708

**Required Federal Clause**

The FTA Master Agreement is herein incorporated by reference.

**No Discrimination**

The EMPO shall not discriminate against any person in its hiring or employment practices due to race, color, religion, national origin, ancestry, sex, age, or physical or mental disability that does not impede that person's ability to perform the work. A violation of this provision is a material violation of this Agreement.

**Nonappropriation and Right of Termination**

The obligations of METS to make payments and to make any other payments to the EMPO (or to any other person) pursuant to this Agreement are subject to appropriation by the Evansville City Council (including all requisite State of Indiana approval associated with the same) of funds that are lawfully available to be applied for such purpose. If the Evansville City Council fails to make such an appropriation prior to a fiscal period of the City of Evansville for the payments scheduled in such fiscal period, the EMPO may terminate this Agreement without penalty, or METS may terminate this

Agreement by providing written notice of such nonappropriation to the EMPO as soon as the decision to nonappropriate is made. Upon any such termination of this Agreement, all of METS's rights, title and interest in and its obligation under this Agreement shall terminate effective on the last day of the last fiscal period of the City of Evansville for which such an appropriation was made.

#### **E-Verify Compliance**

Pursuant to I.C. 22-5-1.7, the EMPO shall enroll in and verify the work eligibility status of all newly hired employees of the EMPO through the E-Verify Program ("Program"). The EMPO is not required to verify the work eligibility status of all newly hired employees through the Program if the Program no longer exists. Also, pursuant to I.C. 22-5-1.7, The EMPO must execute an affidavit affirming that the EMPO does not knowingly employ an unauthorized alien and confirming the EMPO's enrollment in the Program, unless the Program no longer exists, which Affidavit shall be filed with the City prior to the execution of this Agreement.

#### **Governing Law & Venue**

The parties shall bring all actions arising out of or relating to this Agreement in the Vanderburgh County Circuit Court in Evansville, Indiana, or in the United States District Court for the Southern District of Indiana, Evansville Division. Each party consents to the exclusive, proper, and preferred venue of said courts, as well as to the personal jurisdiction of said courts, and hereby waives any claim that said courts are an inconvenient forum.

#### **DBE Payment**

EMPO agrees to pay each subcontractor under this Agreement for satisfactory performance no later than 30 days from the receipt of each payment EMPO receives from METS. EMPO agrees further to return retainage payments to each subcontractor within 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of METS.

#### **Drug and Alcohol Program**

EMPO and its subcontractors must have a substance abuse testing policy compliant with 49 CFR Parts 40 and 655 in place before its employees may be permitted to perform safety-sensitive functions. EMPO employees must have negative pre-employment tests and are required to have been trained on the policy as per Part 655.15.

#### **FTA Provisions**

**Notification to FTA; Flow Down Requirement.** If a current or prospective legal matter that may affect the Federal Government emerges, the Recipient must promptly notify the FTA Chief Counsel and FTA Regional Counsel for the Region in which the Recipient is located. The Recipient must include a similar notification requirement in its Third-Party Agreements and must require each Third-Party Participant to include an equivalent provision in its sub agreements at every tier, for any agreement that is a "covered transaction" according to 2 C.F.R. 180.220 and 1200.220. The types of legal matters that require notification include, but are not limited to, a major dispute, breach,

default, litigation, or naming the Federal Government as a party to litigation or a legal disagreement in any forum for any reason.

AFFIDAVIT

The undersigned, Seyed Shokouhzadch (name), Executive Director (position) at Evansville Metropolitan Planning Organization ("EMPO"), being duly sworn upon his/her oath, does hereby state that EMPO, pursuant to I.C. 22-5-1.7, does not knowingly employ unauthorized aliens and participates in the E-Verify Program (the "Program") when it hires new employees to confirm their work eligibility and further acknowledges that it is not required to verify the work eligibility status of all newly hired employees through the Program if the Program no longer exists.

I swear or affirm, under the penalties for perjury, that the foregoing statements are true.

Evansville Metropolitan Planning Organization

By: 

Its: Executive Director

Date: 02/21/2024

EMPO/METS FY 2024 MOA

Evansville Metropolitan Planning Organization  
Policy Committee

\_\_\_\_\_  
Jack Corn, Jr., Chairperson

\_\_\_\_\_  
Rusty Fowler, Vice Chairperson

\_\_\_\_\_  
Mayor Lloyd Winnecke, Member

\_\_\_\_\_  
Ronald Beane, Member

\_\_\_\_\_  
Ben Shoulders, Member

\_\_\_\_\_  
Jill Hahn, Member

\_\_\_\_\_  
William "Buzzy" Newman, Member

\_\_\_\_\_  
Dan Saylor, Member

\_\_\_\_\_  
Nick Stallings, Member

\_\_\_\_\_  
John Stoll, Member

\_\_\_\_\_  
Todd M. Robertson, Member

\_\_\_\_\_  
Christy Powell, Member

\_\_\_\_\_  
Deneatra Henderson, Member  
EMPO/METS FY 2024 MOA

Attest By:

\_\_\_\_\_  
Seyed Shokouhzadeh, Executive Director

Date: \_\_\_\_\_

.....  
The City of Evansville, Indiana, by and through its  
Board of Public Works

By: Bill Nix  
Bill Nix, President

Attest By:

By: Julie Derrington  
Kimberly H. Simmons Julie Derrington

Date: 12/21/23

Evansville Metropolitan Planning Organization  
Policy Committee

See email attached dated 12-18-23

Jack Corn, Jr., Chairperson

See signature page attached

Rusty Fowler, Vice Chairperson

Mayor Lloyd Winnecke, Member

Ronald Beane, Member

Ben Shoulders, Member

See approval email attached for 12-14-23

Jill Hahn, Member

William "Buzzy" Newman, Member

Dan Saylor, Member

See Nick's Signature page attached

Nick Stallings, Member

See John's Signature page attached

John Stoll, Member

Todd M. Robertson, Member

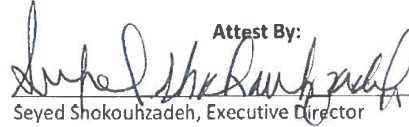
See Christy's Signature page attached

Christy Powell, Member

See Deneatra's Signature page attached

Deneatra Henderson, Member  
EMPO/METS FY 2024 MOA

Attest By:

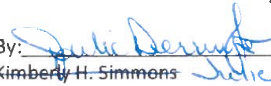
  
Seyed Shokouh-zadeh, Executive Director

Date: 12/19/23

.....  
The City of Evansville, Indiana, by and through its  
Board of Public Works

By:   
Bill Nix, President

Attest By:

By:   
Kimberly H. Simmons Julie Derrington

Date: 12/21/23

**Akin, Kari**

---

**From:** jackcorn8@twc.com  
**Sent:** Monday, December 18, 2023 11:32 AM  
**To:** Akin, Kari  
**Subject:** RE: EMPO Policy Board Approval needed by 12-18-23- ACTION NEEDED

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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Kari, I approve. Jack Corn

-----

From: "Akin, Kari"  
To: "jackcorn8@twc.com"  
Cc:  
Sent: Monday December 18 2023 10:04:19AM  
Subject: RE: EMPO Policy Board Approval needed by 12-18-23- ACTION NEEDED

Hi Jack!

I didn't see an attachment in your email. If you can't electronically sign the PDF and send it to me, please just respond to this email that you approve.

Thanks so much!

**Kari A. Akin**

*EMPO Senior Finance Officer*

P:812-436-7833

**IMPORTANT/CONFIDENTIAL:** This message contains information which may be confidential, privileged, and/or exempt from disclosure under applicable law. If you are not the addressee (or authorized to receive for the addressee), you are hereby notified that the copying, use or distribution of any information or materials transmitted in or with this message is strictly prohibited. If you received this message in error, please notify me immediately by replying to this email, and then promptly destroy the original message. Thank you.



**From:** jackcorn8@twc.com <jackcorn8@twc.com>  
**Sent:** Friday, December 15, 2023 10:28 PM  
**To:** Akin, Kari <kakin@evansvillempo.com>  
**Subject:** RE: EMPO Policy Board Approval needed by 12-18-23- ACTION NEEDED

\*\*\*\* This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email. \*\*\*\*

I am not sure I have done this correctly. I will be home all day Monday, call if we need to do something different. Jack.

-----  
**From:** "Akin, Kari"  
**To:** Ron K.", Ben", "Bobby Howard (Warrick County Engineer)", "Brad Schneider", "Buzzy Newman (bnewman@cityofhendersonky.org)", "Christy Powell", "Dan Saylor", "Dawn S. Kelsey", "Deneatra Henderson (deneatra.henderson@ky.gov)", Pamela", "Jack Corn Jr. (updated)", "Jill Hahn (jillannehahn@gmail.com)", "John Stroud (Henderson Code Administrator)", "Kurt Wiesen", "Maree Collins", "Nick Hall", "ninstallings@hendersonky.us", "Robb Myers (COMmissioner Proxy)", Todd", "Rusty Fowler", Steve", PE (Warrick County)", John", Annette", Lloyd"  
**Cc:** Seyed", Jennifer"  
**Sent:** Wednesday December 13 2023 2:31:26PM  
**Subject:** EMPO Policy Board Approval needed by 12-18-23- ACTION NEEDED

Dear Policy Members,

Please find attached the FY 2024 EMPO METS agreement for the EMPO to complete pre-award transit grant administration for METS. This agreement has been in effect for close to 15 years. It has been reviewed by the City of Evansville's legal department and is on the Board of Public Works agenda for tomorrow 12/14/23. This grant is 80% Federally funded through Federal Transit Administration (FTA). Please show your approval by signing the PDF attached by your name and send it back to me by Monday, 12-18-23.

Thanks so much for your cooperation in this matter. I hope you all have a blessed holiday and prosperous New Year!



**Kari A. Akin**

*Senior Finance Officer*

**Evansville Metropolitan Planning Organization**

One NW Martin Luther King Jr. Blvd.

Evansville Metropolitan Planning Organization  
Policy Committee

Attest By:

\_\_\_\_\_  
Jack Corn, Jr., Chairperson

\_\_\_\_\_  
Seyed Shokouhzadeh, Executive Director

\_\_\_\_\_  
Rusty Fowler, Vice Chairperson

Date: \_\_\_\_\_

\_\_\_\_\_  
Mayor Lloyd Winnecke, Member

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\_\_\_\_\_  
Ronald Beane, Member

The City of Evansville, Indiana, by and through its  
Board of Public Works

\_\_\_\_\_  
Ben Shoulders, Member

By: Bill Nix  
Bill Nix, President

\_\_\_\_\_  
Jill Hahn, Member

Attest By:

\_\_\_\_\_  
William "Buzzy" Newman, Member

By: Kimberly H. Simmons  
Kimberly H. Simmons

\_\_\_\_\_  
Dan Saylor, Member

Date: 12/21/23

\_\_\_\_\_  
Nick Stallings, Member

\_\_\_\_\_  
John Stoll, Member

\_\_\_\_\_  
Todd M. Robertson, Member

\_\_\_\_\_  
Christy Powell, Member

\_\_\_\_\_  
Deneatra Henderson, Member  
EMPO/METS FY 2024 MOA

**Akin, Kari**

---

**From:** Jill Hahn <jillannehahn@gmail.com>  
**Sent:** Thursday, December 14, 2023 8:32 AM  
**To:** Akin, Kari  
**Subject:** Re: EMPO Policy Board Approval needed by 12-18-23- ACTION NEEDED

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

\*\*\*\* This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email. \*\*\*\*

I approve.....I don't have a printer here at home and since its a PDF it won't allow me to sign it.

On Wed, Dec 13, 2023 at 2:31 PM Akin, Kari <[kakin@evansvillempo.com](mailto:kakin@evansvillempo.com)> wrote:

Dear Policy Members,

Please find attached the FY 2024 EMPO METS agreement for the EMPO to complete pre-award transit grant administration for METS. This agreement has been in effect for close to 15 years. It has been reviewed by the City of Evansville's legal department and is on the Board of Public Works agenda for tomorrow 12/14/23. This grant is 80% Federally funded through Federal Transit Administration (FTA). Please show your approval by signing the PDF attached by your name and send it back to me by Monday, 12-18-23.

Thanks so much for your cooperation in this matter. I hope you all have a blessed holiday and prosperous New Year!



**Kari A. Akin**

*Senior Finance Officer*

**Evansville Metropolitan Planning Organization**

One NW Martin Luther King Jr. Blvd.

Evansville, IN 47708

P: 812-436-7833

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--  
**Jill Anne Hahn**  
Vanderburgh County Council  
President



Evansville Metropolitan Planning Organization  
Policy Committee

Attest By:

\_\_\_\_\_  
Jack Corn, Jr., Chairperson

\_\_\_\_\_  
Seyed Shokouhzadeh, Executive Director

\_\_\_\_\_  
Rusty Fowler, Vice Chairperson

Date: \_\_\_\_\_

\_\_\_\_\_  
Mayor Lloyd Winnecke, Member

.....

\_\_\_\_\_  
Ronald Beane, Member

The City of Evansville, Indiana, by and through its  
Board of Public Works

\_\_\_\_\_  
Ben Shoulders, Member

By: Bill Nix  
Bill Nix, President

\_\_\_\_\_  
Jill Hahn, Member

Attest By:

\_\_\_\_\_  
William "Buzzy" Newman, Member

By: Julie Derrington  
Kimberly H. Simmons Julie Derrington

\_\_\_\_\_  
Dan Saylor, Member

Date: 12/21/23

Nick Stallings  
\_\_\_\_\_  
Nick Stallings, Member

\_\_\_\_\_  
John Stoll, Member

\_\_\_\_\_  
Todd M. Robertson, Member

\_\_\_\_\_  
Christy Powell, Member

\_\_\_\_\_  
Deneatra Henderson, Member  
EMPO/METS FY 2024 MOA

Evansville Metropolitan Planning Organization  
Policy Committee

\_\_\_\_\_  
Jack Corn, Jr., Chairperson

\_\_\_\_\_  
Rusty Fowler, Vice Chairperson

\_\_\_\_\_  
Mayor Lloyd Winnecke, Member

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Ronald Beane, Member

\_\_\_\_\_  
Ben Shoulders, Member

\_\_\_\_\_  
Jill Hahn, Member

\_\_\_\_\_  
William "Buzzy" Newman, Member

\_\_\_\_\_  
Dan Saylor, Member

\_\_\_\_\_  
Nick Stallings, Member

**John Stoll**  
Sealed copy with the  
City Clerk, 1000 University of Evansville, Evansville, Indiana 47712  
Phone: 812.425.1111  
Fax: 812.425.1112  
www.evansville.in.gov  
\_\_\_\_\_  
John Stoll, Member

\_\_\_\_\_  
Todd M. Robertson, Member

\_\_\_\_\_  
Christy Powell, Member

\_\_\_\_\_  
Deneatra Henderson, Member  
EMPO/METS FY 2024 MOA

Attest By:

\_\_\_\_\_  
Seyed Shokouhzadeh, Executive Director

Date: \_\_\_\_\_

.....

The City of Evansville, Indiana, by and through its  
Board of Public Works

By: Bill Nix  
Bill Nix, President

Attest By:

By: Kimberly H. Simmons  
Kimberly H. Simmons

Date: 12/21/23

Evansville Metropolitan Planning Organization  
Policy Committee

Attest By:

\_\_\_\_\_  
Jack Corn, Jr., Chairperson

\_\_\_\_\_  
Seyed Shokouhzadeh, Executive Director

\_\_\_\_\_  
Rusty Fowler, Vice Chairperson

Date: \_\_\_\_\_


\_\_\_\_\_  
Mayor Lloyd Winnecke, Member

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\_\_\_\_\_  
Ronald Beane, Member

The City of Evansville, Indiana, by and through its  
Board of Public Works

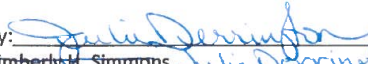

\_\_\_\_\_  
Ben Shoulders, Member

By:   
Bill Nix, President

\_\_\_\_\_  
Jill Hahn, Member

Attest By:

\_\_\_\_\_  
William "Buzzy" Newman, Member

By:   
Kimberly H. Simmons 


\_\_\_\_\_  
Dan Saylor, Member

Date: 12/21/23

\_\_\_\_\_  
Nick Stallings, Member

\_\_\_\_\_  
John Stoll, Member

\_\_\_\_\_  
Todd M. Robertson, Member

  
\_\_\_\_\_  
Christy Powell, Member

\_\_\_\_\_  
Deneatra Henderson, Member  
EMPO/METS FY 2024 MOA

Evansville Metropolitan Planning Organization  
Policy Committee

Attest By:

\_\_\_\_\_  
Jack Corn, Jr., Chairperson

\_\_\_\_\_  
Seyed Shokouhzadeh, Executive Director

\_\_\_\_\_  
Rusty Fowler, Vice Chairperson

Date: \_\_\_\_\_

\_\_\_\_\_  
Mayor Lloyd Winnecke, Member

.....

\_\_\_\_\_  
Ronald Beane, Member

The City of Evansville, Indiana, by and through its  
Board of Public Works

\_\_\_\_\_  
Ben Shoulders, Member

By: Bill Nix  
Bill Nix, President

\_\_\_\_\_  
Jill Hahn, Member

Attest By:  
By: Julie Derrington  
Kimberly D. Simmons Julie Derrington

\_\_\_\_\_  
William "Buzzy" Newman, Member

Date: 12/21/23

\_\_\_\_\_  
Dan Saylor, Member

\_\_\_\_\_  
Nick Stallings, Member

\_\_\_\_\_  
John Stoll, Member

\_\_\_\_\_  
Todd M. Robertson, Member

\_\_\_\_\_  
Christy Powell, Member

Deneatra Henderson  
Digitally signed by Deneatra Henderson  
Date: 2023.12.18 12:17:06 -06'00'  
\_\_\_\_\_  
Deneatra Henderson, Member  
EMPO/METS FY 2024 MOA



F

# COST ALLOCATION APPROVAL LETTERS: INDOT AND KYTC



## INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue  
Room N758 TP  
Indianapolis, Indiana 46204

PHONE: (317) 232-5485

**Eric Holcomb, Governor**  
**Michael Smith, Commissioner**

February 1, 2024

Seyed Shokouhzadeh, Executive Director  
Evansville Metropolitan Planning Organization  
1 Northwest Martin Luther King Blvd.,  
Evansville, Indiana 47708

Dear Mr. Shokouhzadeh,

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

In accordance 2 CFR 200.331, the Indiana Department of Transportation (INDOT), acting as the pass-through entity for the Federal Highway Administration (FHWA) approved the following indirect and fringe rates which will be monitored with respect to your Unified Planning Work Program Grant. Please include a copy of this letter in your UPWP for future reference. Should the indirect rates change during the FY 2024 grant period, please provide the revised information for re-approval and inclusion of the new rate letter as modification/inclusion in your UPWP Appendix. The approved rates are as follows:

Fringe 102.88%

Indirect 70.71%

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

Sincerely,

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

CC: E. Tait  
L. Stewart  
R. Nunnally  
J. Mitchell  
File

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KYTC Approval Letter is expected in July.

# TRANSPORTATION PLANNING PROCESS CERTIFICATION FY 2023

## TRANSPORTATION PLANNING PROCESS CERTIFICATION – FY 2025

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

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

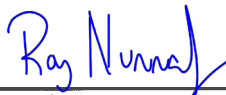
**Evansville Metropolitan  
Planning Organization**

  
Seyed Shokouhzadeh

**Executive Director**  
Title

2/22/2024  
Date

**Indiana Department of Transportation**

  
Roy S. Nunnally

**Director, INDOT**  
**Technical Planning & Programming**  
Title

2/22/2024  
Date

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# **CHECKLIST FOR THE UPWP**

See next page for UPWP Checklist.



# Unified Planning Work Program Checklist

Item	Page #	Comment	Regulation or Law Cited
<b>1 FORMAT GUIDELINES</b>			
Dated (left hand corner)			
Page numbers			
<b>2 COVER/TITLE PAGE</b>			
Name of MPO agency and area represented	cover		
FY of UPWP, contact information, web site	iii		
Agencies providing funds or support	iii		
<b>3 INTRODUCTION/PREFACE</b>			
Table of Contents	ix-x		
MPO Approval Resolution (signed)	v		
Committee Members & Responsibilities	vii-viii		[See 23 CFR 450.310 (d)]
Staff Members, Positions & Responsibilities	viii		
Maps - MPO Planning, Urbanized & A.Q. Areas	A1-A2		[See 23 CFR 450.312]
Planning Factors	2		[See 23 CFR 450.306 (b)]
UPWP - Definition of UPWP and purpose	1		[See 23 CFR 420.111]
<b>4 WORK ELEMENTS* - Each Work Item should include the following:</b>			
Work Element Number & Title			
Description, including Goals, Objectives and Products			23 CFR 420.111(b)(1) & 450.308(c)
Schedule for Completion			23 CFR 450.308(c)
Agency Responsible			23 CFR 450.308(c)
Estimated Cost			23 CFR 420.111(e)
Funding Sources			23 CFR 450.308(c)
<b>ISSUES TO ADDRESS (May be addressed under various work elements listed below or as standalone work elements)</b>			
Safety/Security	8,9, 10	Task 200 primary; 500 for transit and ped	
Resilience/Reliability (Consider KYTC evaluations of damage-prone areas)	14, 15	Task 400	23 CFR 667
<b>Multimodal Planning</b>			
-Freight	12, 14	Task 300	23 U.S.C. 134(h), (i)(6)
-Transit	16, 17, 18	Task 500 and B-1 for section 5310 vehicles	23 U.S.C. 134(c)(2), (i)(2)(H)
-Bike/Pedestrian	16, 17, 18	Task 500	23 U.S.C. 134(i)(6)(A), 135(f)(3)(A)
-2.5% Setaside: Describe how the MPO will meet (or opt out of) the requirement to spend 2.5% of PL funds on activities to increase safe and accessible options for multiple travel modes	10, 16	Tasks 200 and 500. Code Y410 is labeled next to each of these activities denoting the 2.5%	IJA § 11206
Travel Demand Modeling: MTP update, project analysis, report of housing and employment changes and employment-based traffic patterns to KYTC. If not a standalone work element, include summary of modeling-related tasks.	10, 11	Task 200 primary; regional significant Task 400	[See 23 CFR 450.104, Regionally significant project]
Conformity Analysis	14	Task 400	
ITS Architecture	13	Task 300	23 CFR 940
Congestion Management Process (TMAs only)	10	Task 200	23 CFR 450.322
ADA Transition Plans	8	Task 100	FHWA Civil Rights Guidance: <a href="http://www.fhwa.dot.gov/civilrights/programs/ada_sect504qa.cfm#q12">www.fhwa.dot.gov/civilrights/programs/ada_sect504qa.cfm#q12</a>
<b>ADMINISTRATION Work Element</b>			
Major Purchases/Training/Audits	7-10	Task 100	
General Committee Meetings	7-10	Task 100	
Planning Agreement: Update as needed	8	Task 100 copies of MOUs Appendix: C,D,E	23 CFR 450.314
<b>UNIFIED PLANNING WORK PROGRAM Work Element</b>			
UPWP Development & Maintenance	7-10	Task 100	23 CFR 420.111 & 450.308
Annual Performance & Expenditure Report	9	Task 100	23 CFR 420.117(b)
<b>PUBLIC INVOLVEMENT &amp; REPORTING Work Element</b>			
Participation Plan Development & Maintenance	7, 8, 10	Task 100	23 CFR 450.316
Annual Listing of Obligated Projects	12, 13, 14	Task 300	23 CFR 450.334
<b>DATA COLLECTION &amp; ANALYSIS Work Element</b>			
Census/Socioeconomic Data	10, 11	Task 200	
Transportation Systems/Urban Boundaries	10, 11	Task 200	
Performance Measures & Targets	15	Tasks 300, 400, & 500 (400 is the main)	23 CFR 450.306(d)
<b>PROJECT IDENTIFICATION &amp; PRIORITIZATION Work Element</b>			
Identify and Update Projects in CHAF	13, 14	Task 300	
Assist with SHIFT Project Prioritization Activities	13	Task 300	
Assist with CMAQ Prioritization (CMAQ-eligible areas only)	14, 15	Task 400	
Dedicated-STP & Dedicated-TAP Project Selection (TMAs only)	12	Task 300	
<b>TRANSPORTATION IMPROVEMENT PROGRAM Work Element</b>			
TIP Development & Maintenance	12, 13, 14	Task 300	23 CFR 450.326
<b>METROPOLITAN TRANSPORTATION PLAN Work Element</b>			
MTP Development & Maintenance	14, 15, 16	Task 400	23 CFR 450.324
<b>TRANSIT Work Element</b>			
-Transit	16, 17, 18	Task 500 and B-1 for section 5310 vehicles	
<b>SPECIAL STUDIES Work Element(s): Corridor studies, sub-area studies, etc. (as needed)</b>			
Specialized Software		19 Task 600	
Section 5310 Transit Vehicle Acquisition	B-1, 2	Appendix B	
<b>5 UPWP SUMMARY</b>			
Funding Sources & Matching Rates	24		23 CFR 450.308(c) & 420.111(b)
Indirect Costs (if applicable)	25-26		
Estimated Effort - Person-Weeks/Hours	10,12,14,16,18,19		
Expenditures by Work Item & Funding Source	22, 23		
<b>6 APPENDICES</b>			
Planning Agreement	C-1 to C-16		
CAP Approval Letter from KYTC (if charging indirect costs)	F-1	INDOT's approved, KYTC is in review	

\* The Work Elements organizational structure presented in this table is provided as an example only; MPOs may adjust the organizational structure to suit their needs.

# I COMMENTS

Date	Agency	Page	Comment	MPO Responses
3/28/2024	IN FHWA	3	<b>3 The FY 2025 PEAs Indiana &amp; Kentucky – National Areas of Focus:</b> EMPO lists Indiana's PEAs under the "National Areas of Focus." Change the header to "Local Areas of Focus," as done in the previous UPWP.	Changed the "National Areas of Focus:" to "Local Areas of Focus" on the header.
3/28/2024	FTA REGION V		No Comments	
3/28/2024	INDOT	vii	<b>Evansville MPO Staff:</b> Matt Schriefer is still listed as part of the EMPO staff.	Matt Schriefer returned to the MPO staff on 3/4/2024.
3/25/2024	KY FHWA	3	Make sure to also include or reference the 2021 USDOT PEAs which are still the most current. No issue with the inclusion of state DOT directed PEAs....just clarify the difference between the two.	Added the 8 "National Areas of Focus" back into the PEAs, these actions are still in the work elements.
3/25/2024	KY FHWA	13	Are there ever amendments to the MTP? If so, that would be a final product for this section.	Amendments to the MTP are rare and usually are due to conformity. Added "MTP" Amendments as needed under final product.

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**EVANSVILLE MPO**  
**UNIFIED PLANNING WORK PROGRAM**  
**FY 2025 - 2026**

