

REGION XII

TRANSPORTATION PLANNING AFFILIATION



FY 2010 TRANSPORTATION PLANNING WORK PROGRAM

*Final
Approved May 14, 2009*



Region XII Council of Governments Policy Council

AUDUBON COUNTY

Vernon Venteicher, County Supervisor, Secretary
Jay Dee Mendenhall, Retired

Bruce D. Nelson, County Supervisor
Gene Karstens, Conservation Board Member

CARROLL COUNTY

Marty Danzer, County Supervisor, Vice Chair
Del McDermott, County Supervisor

Dan Nieland, County Supervisor
Cindy Fay, Banker

CRAWFORD COUNTY

Robert Lohrmann, County Supervisor
Loren Schultz, Retired, Former Denison Mayor

Mary Lou Kraus, Council, City of Westside
Carla Lally, Frontier Communications

GREENE COUNTY

Guy Richardson, County Supervisor, Treasurer
Mary Jane Fields, County Supervisor

Jane Heun, County Auditor
Karen Polking, Realtor

GUTHRIE COUNTY

Jerry Caraher, County Supervisor
Curt Thornberry, Council, City of Panora

Jerri Christman, County Auditor
Luann Waldo, Publisher

SAC COUNTY

Jack Bensley, County Supervisor, Chair
Morris Boeckman, Resident

Elaine Rex, Resident
Joan Godbersen, City Clerk, City of Odebolt

Region XII Technical Advisory Committee

Randy Krauel, City of Carroll Public Works Director, Chair
Dave Paulson, Carroll County Engineer, Vice Chair
Paul Assman, Crawford County Engineer
Jim Burns, Western Iowa Transit System Director
Terry Crawford, City of Denison, Sundquist Engineering
Ron Haden, Sac County Engineer
Dave Paulson, Interim Guthrie County Engineer
Anil Sharma, Audubon County Engineer
Wade Weiss, Greene County Engineer
Mark Bechtel, FTA, Ex-Officio
Mike Clayton, IDOT District 1 Planner, Ex-Officio
Tracy Troutner, FHWA, Ex-Officio

Region XII Council of Governments Staff

Richard T. Hunsaker, Executive Director
Joe Behrens, Local Assistance Director
Chris Whitaker, Transportation Planner

INTRODUCTION

The Transportation Planning Work Program (TPWP) serves as an outline of the activities Region XII Council of Governments (Region XII COG) will be performing for transportation planning purposes in the Region XII Regional Planning Affiliation service area. This TPWP contains an overview of the Region XII COG area, discuss the planning agency structure, identify issues to be addressed by the planning process, and describe the transportation planning activities, schedules and documents that will be completed during FY2010 (July 1, 2009 - June 30, 2010).

SAFETEA-LU

The "Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users," known as SAFETEA-LU, was signed into law Aug. 10, 2005 (Public Law 109-59). This Act follows nearly two years of apportionment extensions to TEA-21 (12 extensions in all). Fiscal year 2004 was completed during the extensions; therefore, the final act is a five-year bill covering fiscal years 2005 through 2009.

The Region XII COG Service Area

The Region XII COG service area covers approximately 3,456 square miles and includes Audubon, Carroll, Crawford, Greene, Guthrie, and Sac Counties in Iowa. The 2000 US Census reported the Region's total population as 78,441 residents. The Region contains 56 municipalities, with 22% of the area's total population residing within the 2 small urban communities. (For transportation planning purposes, an urban area is one with a population exceeding 5,000 persons.) These urban communities are: Carroll in Carroll County and Denison in Crawford County. See Figure 1 for a breakdown of the RPA's population by county and city. The Region's small urban communities and rural towns primarily serve as agricultural service centers and retail trade centers, but related small scale manufacturing activity is also found in many of these centers. Carroll serves as the US Economic Development Administration's designated economic development center and has a large retail trade. While still maintaining a primary reliance on agriculture, the region's economy is diversified, sporting such industries as Pella Corporation, Goodrich, ET Video, Farner Bocken, American Home Shield, Amanco, Scranton Manufacturing, AAI, Conner Athletic, Evapco, and Agri-Drain.

Transportation Planning Within the Region

Region XII COG is the transportation planning authority in the Region as designated by the Boards of Supervisors of the six counties located within its boundaries. Region XII COG was formed in 1973 by the six counties through the joint exercise of powers provision in Chapter 28E of the Code of Iowa. Aside from transportation planning, Region XII COG provides technical and professional support services to the governments in the six county region, and administers numerous workforce programs, the Western Iowa Transit System, the Housing Preservation Loan Program, various housing initiatives, the Housing Trust Fund through Council of

Governments Housing, Inc., the Iowa Waste Exchange and the Region XII Development Corporation revolving loan funds.

Region XII COG Agency Structure and Policy

As the RPA, Region XII COG has come to be recognized as an ideal vehicle for addressing planning issues that require a regional perspective. Region XII COG offices are centrally located in Carroll which allows easy access to and from its client communities and counties. Cities and counties benefit from Region XII COG staff assistance in their efforts to promote community and economic development, improve the Region's housing stock and environment, provide affordable and efficient transit services, provide job training services, and, in meeting the transportation needs of the six county area.

FIGURE 1: REGION XII POPULATION

Audubon County 6,830

Audubon	2,382
Brayton.....	145
Exira	810
Gray	82
Kimballton.....	342
Rural	3,069

Carroll County 21,421

Arcadia	443
Breda.....	477
Carroll.....	10,106
Coon Rapids	1,305
Dedham	280
Glidden	1,253
Halbur	202
Lanesboro	152
Lidderdale	186
Manning.....	1,490
Ralston	98
Templeton.....	334
Willey	103
Rural	4,992

Crawford County 16,942

Arion	136
Aspinwall	58
Buck Grove	49
Charter Oak.....	530
Deloit.....	288
Denison	7,339
Dow City	503
Kiron	273
Manilla	839
Ricketts.....	144
Schleswig.....	833
Vail.....	452
Westside	327
Rural	5,171

Greene County 10,366

Churdan	418
Dana.....	84
Grand Junction	964
Jefferson	4,626
Paton.....	265
Rippey	319
Scranton	604
Rural.....	3,086

Guthrie County 11,353

Bagley	354
Bayard	536
Casey.....	478
Guthrie Center	1,668
Jamaica.....	237
Menlo	365
Panora	1,175
Stuart	1,712
Yale	287
Rural.....	4,541

Sac County 11,529

Auburn.....	296
Early	605
Lake View	1,278
Lytton	305
Nemaha	102
Odebolt.....	1,153
Sac City.....	2,368
Schaller.....	779
Wall Lake	841
Rural.....	3,802

Region XII RPA 78,441

Source: 2000 US Census

Staff

The Region XII COG's professional staff is available to aid local officials and concerned citizens in implementing various community improvement programs and making the Region a better place in which to live. Staff members strongly encourage and promote the advantages of regional cooperation and coordination. The Region XII COG transportation planning staff is composed of the Executive Director, the Local Assistance Director, a Transportation Planner II, a Community Development Planner II, a Regional Planner and the Transit Director. In addition, at times, agency management may direct additional staff support to insure timely completion of transportation related tasks.

Duties

The Executive Director is responsible for the overall management and development of transportation activities related to transportation planning, its processes, and work products. The Executive Director is also the agency's Chief Executive Officer and is responsible for overseeing the operations of the entire agency, serving as its decision-maker and policy coordinator. The Executive Director sees to the coordination between transit and transportation activities and ensures cohesiveness in order to develop a positive approach to the Region XII COG transportation planning initiative. The Local Assistance Director will supervise the day to day transportation planning process. The Transportation Planner is responsible for data collection and development of work products related to transportation planning and the transit planning process. The Transportation Planner will be the lead contact for transportation related projects. The Community Development Planner and Regional Planner will assist with data collection and other planning related projects. The Transit Director is responsible for the overall operations and management of the Western Iowa Transit System.

Region XII Policy Committee

The Region XII COG Policy Council has appointed itself as the RPA Policy Committee responsible for establishing local policy and transportation planning activities. The Policy Committee will conduct business during Policy Council meetings or Executive Board meetings. It is made up of four (4) appointed representatives from each member county as well as ex-officio memberships from the Iowa Department of Transportation (IDOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Three members from each county are appointed by the Boards of Supervisors of the six counties, while the remaining member from each county is appointed by the COG Policy Council's Executive Board to maintain diversity among the Committee's members. The Executive Board consists of one (1) County Supervisor from each member county who is also one of the three county-appointed Policy Council members.

Technical Advisory Committee

The RPA XII Technical Advisory Committee (TAC) was established by the Policy Committee and consists of one (1) representative from each member county, one (1)

member each from the cities of Carroll and Denison, and one (1) representative from the Western Iowa Transit System. The TAC also has ex-officio members representing IDOT, FHWA and FTA.

Transit Roundtable XII Committee

An outcome of the 2006 Mobility Action Workshop, was the development of a new advisory group to discuss transit coordination and need for services. The Transit Roundtable XII Committee (TR XII) is made of up transit providers and users from across the region. TR XII is charged with the oversight of the Region XII Passenger Transportation Development Plan as well as ways to increase coordination and improve service.

County Transportation Stakeholder Committees

The County Transportation Stakeholder Committees are composed of the county's representative(s) to the RPA XII TAC, a representative of the Board of Supervisors, and representatives from any groups interested in having a voice on the committee. Typically, these are those who have transportation enhancement interests, small cities, aviation, significant employers, shippers, development officials, and like organizations. Private individuals are also invited to participate. Ex-officio representation is extended to the transit authority and IDOT. A list of involved organizations can be found in the document outlining the RPA's Public Participation Process.

Region XII COG transportation planning staff will facilitate the RPA XII Policy Committee, TAC, TR XII and county meetings and offer assistance and recommendations throughout the regional planning process.

Overview of the TPWP

This introductory section of the TPWP is intended to familiarize the reader with the purpose of the TPWP, the extent and composition of the planning region, the responsible parties for Region XII COG's transportation planning, the decision-making network affecting transportation, and the structure and organization of the area-wide transportation agencies.

Section I outlines the planning functions Region XII COG will assume as the designated RPA. Included in this section is a description of the transportation issues to be addressed, the agency's planning activities, schedules, and the resulting end products.

Section II reviews the personnel involved in the agency's transportation planning tasks. Also included in this section is the Fiscal Year 2010 Region XII COG transportation budget, including staff time, direct and indirect costs, and funding sources. Estimated quarterly expenditures are also discussed.

SECTION I: TRANSPORTATION TASKS

A. RPA ORGANIZATION

Policy Committee

The Region XII Policy Committee will be responsible for establishing and setting policy for the entire Region's transportation network objectives. The Policy Committee or its Executive Board will approve all planning elements prior to submittal to IDOT. The Executive Board meets monthly and will be responsible for the month-to-month oversight and decision-making associated with the transportation planning process.

Technical Advisory Committee (TAC)

The Region XII Technical Advisory Committee will provide data and technical assistance necessary for the maintenance of the Public Participation Process (PPP), the development of the Transportation Planning Work Program (TPWP), the Long-Range Transportation Plan (LRTP), the Regional Transportation Improvement Program (TIP), and the Passenger Transportation Development Plan (PTDP). The TAC will serve as the advisory board guiding the month-to-month implementation of the transportation planning process.

County Transportation Stakeholder Committees

The transportation stakeholder committees will be responsible for providing input on the transportation process in the Region and disseminating information among their interested constituencies. The committee will review and comment upon proposed projects in their county, providing information on their worthiness as a project, their importance to the county, and their usefulness to the Region. The county committees will be apprised of developments concerning transportation and will be given opportunities to comment on work products.

Region XII Council of Governments

Region XII COG will function as the RPA for the development and maintenance of an extensive LRTP, as directed by member constituents throughout the entire planning process. Periodic updates of the LRTP will be completed in order to maintain a current and responsive plan.

Region XII COG, as staff support, will be the coordinating body responsible for the submission of various transportation documents for the IDOT and public distribution. Region XII COG will work with and under the guidance of the Region's Policy and Technical Advisory Committees. Public involvement will be encouraged and sought throughout the planning and development of the Region's transportation plans and programs. Area citizens will be provided the opportunity to comment on every aspect of the transportation planning process through planning meetings, public

hearings, and individual correspondence. Region XII COG will facilitate the development of all planning elements for the Region.

B. PLANNING PROCESS: NARRATIVE DESCRIPTION, OBJECTIVES and END PRODUCTS

Administration

Administration will be conducted by the professional staff of the Region XII COG who are recognized as being extensively involved in a wide range of planning activities for the Region XII area and its citizenry. This long-standing tradition of regional and community involvement will enable Region XII COG to continue as the vehicle for progressive planning and improvement for the entire Region.

Transportation Planning Work Program (TPWP)

Objective:

The TPWP will be updated annually and will serve as the guide by which the RPA will carry out transportation planning activities.

Previous Accomplishments:

To complete this document, the RPA will incorporate lessons learned from the previous year and add components as federal or state legislation dictates.

Description and End Product:

Region XII COG will see to the drafting of the document and its review by the public. The document will be presented to the TAC for a recommendation of approval and to the Region XII Policy Council (or the COG Executive Board) for approval. From there, this document will be submitted to IDOT. The TPWP will contain descriptions of RPA boards, information about the six county area, a descriptive list of tasks, staff information, and budget documentation. The TPWP is drafted annually, typically in March.

Public Participation Process (PPP)

Objective:

The PPP contains a description of the RPA's efforts to include the public in the decision-making and planning processes related to the execution of SAFETEA-LU in the Region. SAFETEA-LU requires public involvement throughout the planning and programming process. Region XII COG will provide citizens, affected public agencies, special interest groups, minorities, elderly, low-income, transportation agency employees, and other affected employees or parties with reasonable opportunity to comment on the proposed TPWP, LRTP, PTDP and TIP for the Region XII RPA.

Previous Accomplishments:

This document was originally developed in FY1994 but continues to be updated as required by SAFETEA-LU.

Description and End Product:

Work performed as part of this task includes solicitation of public opinion for the various transportation planning components, general public meetings, news releases, and other methods of outreach as described in the PPP. Public involvement opportunities will be provided through planning meetings and public hearings during the preparation of the plan and program, as well as other means outlined in the Public Participation Process. When the plan and program have been completed, copies will be made available, at no charge, for public review and comment in predetermined locations and at www.region12cog.org.

Region XII COG will continue to expand and upgrade its Public Participation Process. Comments for improvement will be solicited at county committee meetings and by other methods as outlined in the Process. The TAC and Policy Committee will be responsible for approval of any changes to the process, which will then be submitted to IDOT. Public participation will continue to be encouraged and documented. A brief summary of the public participation process will be included as a segment of the LRTP.

Regional Transportation Improvement Program (TIP)

Objective:

The TIP is a spreadsheet of information containing a listing of proposed regional federal-aid projects per regional funding targets of Surface Transportation Program (STP), Enhancements, and Transit for the next four fiscal years. It may also include additional pertinent information, such as National Highway System (NHS), bridge, and other projects which receive federal transportation funding.

Previous Accomplishments:

Region XII has prepared a TIP on an annual basis since being designated the RPA in 1995.

Description and End Product:

The TIP document will be prepared and amended as needed. This task will involve the application, dissemination, collection, and review process. County committees provide input on each of the applications which have been submitted from their county. The TAC is responsible for reviewing the applications, ranking them, and programming projects into the TIP. The TAC's programming recommendations are forwarded to the Policy Council for approval.

This program will include criteria and procedures for evaluating proposed projects in order to rate them and establish their relative priority in the TIP program. Public

meetings will be held to provide the public with opportunities to comment on the projects to be included in the TIP. At least one public hearing on the TIP will be held prior to its approval by the Policy Committee and its submittal to IDOT. The TIP will identify funding sources and amounts to assure that the program of improvements is fiscally possible. The approved TIP will be prepared in a written report and submitted to the appropriate local, state, and federal agencies, as will all subsequent amendments. The approved TIP will be made available to the public through Region XII COG and its member governmental bodies.

Long-Range Transportation Plan (LRTP)

Objective:

The LRTP is the planning document which will contain future needs, expectations, and suggestions for all modes of transportation. Included in this document will be basic data and its implications relating to the transportation system in the Region over the next 20 years. Modes of transportation covered in this document include but are not limited to: roads, rail, water, air, public transit, pedestrian, and bicycle.

Previous Accomplishments:

The Long Range Transportation Plan was originally authored by Region XII COG staff and adopted in 1998. COG staff has completed draft sections of the LRTP and will continue to draft the full document for approval in FY 2009. The goal of Region XII is to have the LRTP ready for approval by the Policy Council in FY 2009.

Description and End Product:

Region XII COG will assist the Policy and Technical Advisory Committees in the update and maintenance of the long-range regional transportation plan (LRTP). The LRTP will be comprised of several transportation related elements which in turn will provide a comprehensive plan for the entire Region. The plan will be updated on a periodic basis with the assistance of the policy and technical boards, with opportunities provided for public input.

Passenger Transportation Development Plan (PTDP)

Objective:

In 2010, the Federal Transit Administration will provide Region XII with \$24,554 in FTA Section 5311 funds for transit planning. Additionally, IDOT will provide Region XII with \$24,554 in SPR planning funds to assist with transit planning duties. When matched by Region XII a total of \$61,386 is available for transit planning in the region. The PTDP is the planning document which will contain future needs and objectives for Western Iowa Transit System.

Previous Accomplishments:

Region XII coordinated a regional Mobility Action Workshop as part of the United We Ride effort in June 2006. COG staff has also drafted the Region XII PTDP as part of this effort as well as organizing the TR XII Committee.

Description and End Product:

During FY2010 Region XII staff will assist Western Iowa Transit System (WITS) staff and the TR XII Committee with updating the PTDP as necessary. WITS staff recognizes that one of the key ingredients of operating a successful transit system is strategic planning.

The PTDP assists WITS recognize service issues and needs. In 2010, Region XII COG staff will work to improve transit coordination efforts amongst providers and expand service routes that have been identified through previous planning efforts.

Printer and GPS Equipment Purchases

Objective:

Region XII has been committed to producing quality products and documents while utilizing new technology. Region XII proposes to purchase a new color laser printer to be used to produce high quality transportation documents. The addition of GPS equipment will allow staff to GPS coordinate of traffic counts, trail counts, and other transportation infrastructure in the region.

Previous Accomplishments:

Region XII has produced several transportation documents over time. During the past 5 years, Region XII has also initiated a traffic and trail count program, both of which can utilize GPS to identify count locations.

Description and End Product:

The purchase of a new color laser printer will allow for the replacement of the COG's nearly 8-year old laser printer which has outlived its useful life. This printer is currently not compatible with new and upgrade software. The proposed GPS equipment purchase will allow staff to GPS trail count locations, traffic count locations and other transportation infrastructure in the region.

Special Projects

As part of Region XII RPA's Transportation Planning Program over the past several years, the RPA staff has carried out a number of projects designed to improve the transportation management systems in the region and to study key transportation issues. In the coming year the RPA will continue to make progress on these projects.

Region XII transportation staff expects to continue with efforts to develop the regional transportation geographic information system. In addition, the Iowa County

Engineer's Association Service Bureau has developed a process for programming and tracking projects via the Internet called TPMS. TPMS is a coordinated effort by the Service Bureau to have a standard electronic method of programming and tracking projects for cities, counties, RPAs, MPOs and IDOT. Staff will attend training regarding TPMS and coordinate with the Technical Advisory Committee with this program.

Transportation Enhancement Project Planning

Enhancement project planning will be conducted utilizing criteria established by the Region XII Technical Advisory Committee and approved by the Region XII Policy Committee, in adhering to Federal guidelines. The criteria will be utilized in order to prioritize transportation related projects identified by the public, subcommittees, and/or the Region XII TAC or Policy Committee. Once the enhancement projects have been identified, prioritized, and funds are justified, these projects will be included as part of the annual TIP.

C. TRANSPORTATION PLANNING ACTIVITIES SCHEDULE

Planning Elements

The following planning elements will be completed during FY2010:

- ☞ IDOT-executed FY2010 contracts with Region XII COG for STP, SPR and Section 5311 funded activities
- ☞ TPWP for FY2011
- ☞ Programming funding targets for the preparation of the FY2011-FY2014 TIP
- ☞ Regional Public Participation Process updates submitted to the IDOT
- ☞ Finalize the Long Range Transportation Plan
- ☞ Update the Passenger Transportation Development Plan
- ☞ Amendments to the FY2010-2013 TIP as needed
- ☞ Local assistance regarding transportation and enhancement processes
- ☞ Public Outreach and Participation with Highway Corridor Associations
- ☞ Printer and GPS Equipment purchase

2009-2010 Project Schedule

July 2009	Ongoing Public Participation and Outreach Meetings GPS and Printer Purchase
August 2009	Final Draft of LRTP Transit Coordination and Outreach
September 2009	Begin accepting regional STP and Enhancement fund applications
December 2009	Regional transportation applications due
January 2010	County Transportation Stakeholder Meetings
February 2010	Draft of the 2010 TPWP
March 2010	TAC review of applications TAC recommendations for FY2010-2013 TIP Final FY 2011 TPWP Approval
April 2010	Review of Draft of FY2011-2014 TIP
May 2010	Review and Approval of FY2011-2014 TIP
June 2010	Final revisions to FY2010-FY2013 & FY2011-FY2014 TIPs

SECTION II: REGION XII COG RPA ANNUAL BUDGET

July 1, 2009 to June 30, 2010

A. BACKGROUND

Region XII COG has developed a cost allocation system for the distribution of agency overhead, on an equitable basis, to service contracts. Overhead costs to the agency for any particular month are billed to the contracts on which time was charged by staff. In this manner, the contracts which received the benefits from staff work during that month become directly responsible for overhead costs associated with that work. The methodology used in the preparation of the agency cost allocation plan has been approved by the COG's auditing firm and the Region XII COG Policy Council, and has been submitted at various times to the US Department of Labor, the US Department of Commerce, and the US Department of Agriculture. The Department of Commerce is the COG's anticipated cognizant federal agency for FY 2010.

Region XII COG will have three sources of funding for the purposes of transportation planning which include RPA targets from FHWA Surface Transportation Program (STP) and FTA Section 5311 funds and IDOT SPR funds. The cost allocation plan has been derived based on the cumulative total of both funding sources and the activities that each will require.

B. ANNUAL RPA PLANNING ACTIVITIES BUDGET

Estimated Staff Time

It is estimated that an average of 60 hours of staff time will be dedicated to the activities of transportation planning each week. Figure 4 details the salary ranges of the positions that will be involved in the direct planning activities, as well as those positions that will be indirectly involved in the administration of this program, i.e., Executive Director. It is also acknowledged that there will be certain time frames and workloads that will require more than the average staff contact time, and Region XII COG is committed to ensuring adequate staff availability so as to not slow or inhibit the transportation planning process. In such cases Region XII COG management may redirect other staff members to transportation tasks as needed to insure timely completion of required tasks.

Project Time Frame

Transportation planning funding will follow the COG and State fiscal year of July 1 to June 30.

Funding Sources

Even though ISTEA, TEA-21 and now SAFETEA-LU has changed how transit and other transportation planning functions are conducted combining these two

previously separate functions, Region XII COG will separate out specific tasks targeted to specific funding sources since these remain segregated at the state level. Region XII COG has based its budget and cost allocation plan on a combination of FHWA STP planning funds, IDOT SPR funds and FTA 5311 planning funding, as shown on Figure 2. Figure 2 also breaks down the use of all transportation planning funds by specific task: PTDP, PPP, TPWP, TIP, LRTP JARC and equipment purchases. Figure 3 then combines the charts in Figure 2 and shows the cost of each activity and the specific source of funds to pay for each.

Estimated Quarterly Expenses

Region XII COG anticipates that quarterly expenses will be driven by the workload surrounding established deadlines in the transportation planning process. Expenditures will therefore be \$42,500 each quarter.

Agency Cost Allocation Plan

Staff charge rates are based on the combination of actual costs for staff salaries and benefits plus overhead costs, which are allocated to each contract served during a month, based on actual hours worked and actual costs of overhead for that month. The agency overhead also is inclusive of certain positions, which are not viewed as revenue generating because of the nature of the duties of the position (Administrative Assistant and Accountant). These positions are regarded as essential to the agency, however, and their costs are necessarily a part of the agency overhead.

FIGURE 2: ADMINISTRATION FUND SOURCES

July 1, 2009 - June 30, 2010

SOURCES

Agency/Source	TOTAL	Percent of Total
FHWA STP	\$87,136*	51.2
FTA 5311	\$24,554	14.4
SPR Funds	\$24,554	14.4
COG FHWA Match	\$21,784	12.8
COG FTA Match	\$6,139	3.6
COG SPR Match	\$6,139	3.6
TOTAL	\$170,306	100.0

**Comprised of \$17,136 in FHWA STP Carry-over funds and \$70,000 of FY 2010 STP Funding.*

FIGURE 3: FUNDING SOURCE BREAKDOWN BY TASK

Task	Task Total	FHWA (STP)	FTA 5311	FHWA SPR	COG FHWA Match	COG FTA Match	COG SPR Match	Task Hours
TPWP	\$10,000	\$6,000	\$2,000	\$0	\$1,500	\$500	\$0	190
PPP	\$50,000	\$32,000	\$4,000	\$4,000	\$8,000	\$1,000	\$1,000	925
TIP	\$45,306	\$22,736	\$5,754	\$7,754	\$5,684	\$1,439	\$1,939	835
LRTP	\$24,000	\$19,200	\$0	\$0	\$4,800	\$0	\$0	450
PTDP	\$32,000	\$0	\$12,800	\$12,800	\$0	\$3,200	\$3,200	600
Printer	\$6,000	\$4,800	\$0	\$0	\$1,200	\$0	\$0	-----
GPS	\$3,000	\$2,400	\$0	\$0	\$600	\$0	\$0	-----
TOTALS	\$170,306	\$87,136	\$24,554	\$24,554	\$21,784	\$6,139	\$6,139	3,000

TPWP: Transportation Planning Work Program
 PPP: Public Participation Plan
 TIP: Transportation Improvement Program

LRTP: Long Range Transportation Plan
 PTDP: Passenger Transportation Development Plan

FIGURE 4: REGION XII STAFF SALARY RANGES

Position	Salary Range
Executive Director	\$70,000 - \$95,000
Local Assistance Director	\$50,000 - \$75,000
Planner II	\$40,000 - \$54,000
Planner I	\$33,000 - \$45,000

C. ASSURANCE OF LOCAL MATCH

Planning Funding: Federal legislation has provided an avenue for 80% funding of planning activities, while RPAs are expected to match these dollars with a 20% commitment. The 20% local match will be provided by Region XII COG for all planning documents and equipment.

Surface Transportation Program (STP) Funding: This project funding mechanism will require a local match commitment in order to secure federal funds. The local sponsoring governmental entity will be responsible for the funding of the local match and such assurances will be required if the project is to be considered for inclusion into the TIP.

Transportation Enhancement Program Funding: Enhancement funding will require a local match commitment in order to secure federal funding. Again, the local sponsoring local governmental entity will be responsible for the funding of the local match, and such assurances will be required if the project is to be considered for inclusion into the TIP. It is very likely that such enhancement projects may have a sponsor who is not a local government, however, it shall remain the local governments responsibility to ensure that proper assurances are provided for the commitment to match funding regardless of the source.

Federal Transit Administration Funding: Currently, FTA funds flow directly to the local public transit authorities through IDOT. Projects funded will be limited to those which are eligible as determined by FTA, and will be expected to provide no less than a 20% local match; although ADA busses are eligible for 83% federal funding (subject to change by FTA). Should these FTA funds become eligible to be programmed for other transit purposes out of the traditional, eligible applicants are expected to be limited to public transit agencies and cities and counties.

Application guidelines adopted for the Region XII RPA will reflect the required match and how it is to be guaranteed. The assurance of local match shall require adoption by resolution, as well as financial documentation to the accessibility of funding.