



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

AGENDA

Metropolitan Planning Organization (MPO) Technical Committee

Wednesday, March 20, 2024 at 9:00 a.m. CT
456 Fulton St, Suite 420
Peoria, IL 61602

Connect via computer or smartphone:

<https://global.gotomeeting.com/join/291023189>

Or call in with any telephone:

+1 (408) 650-3123
Access code: 291-023-189

1. Call to Order
2. Roll Call
3. Public Comment
4. Approval of Minutes, February 21, 2024 Meeting
5. Recommend to Commission the FY 2025 Unified Planning Work Program
6. Recommend to Commission Resolution 24-47 FY 2025 Joint Funding Agreement
7. Discussion of Combined Call for Projects for Commission-allocated Funds - Handout
8. Updates
 - a. Statewide Planning and Research (SPR)
 - b. IDOT
 - Local Roads
 - Central Office
 - c. FHWA
9. Other
 - a. Next meeting scheduled for April 17, 2024
10. Adjournment

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TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

MINUTES

Metropolitan Planning Organization (MPO) Technical Committee

Wednesday, February 21, 2024, at 9:00am CT
456 Fulton St, Suite 402B
Peoria, IL 61602

1. Call to Order

Chairperson Kinga Krider called the meeting to order at 9:00 a.m.

2. Roll Call

Member	Present	Absent	Member	Present	Absent
Amy McLaren , Peoria County		x	Dennis Carr City of Washington	v	
Jeff Gilles , Peoria County	x		Jon Oliphant* City of Washington		x
Mark Gilles* Peoria County		x	Patrick Meyer Village of Bartonville		x
Paul Augspurger Tazewell County	x		Terrisa Worsfold IDOT-D4	x	
Dan Parr Tazewell County	x		Karen Dvorsky* IDOT-04		x
Conrad Moore Woodford County	x		Kinga Krider City of West Peoria	x	
Andrea Klopfenstein City of Peoria	x		Charles Hess City of West Peoria*	x	
Paola Mendez City of Peoria	x		Craig Loudermilk Village of Morton		x
Sie Maroon City of Peoria	x		Village of Morton		
Alyssa Burnett* City of Peoria		x	David Horton City of Chillicothe		x
Cindy Loos* City of Peoria	x		Terry Keogel Village of Creve Coeur		x
VACANT* City of Peoria			Doug Roelfs CityLink		x
Josie Esker City of Pekin		v	ShamRA Robinson* CityLink		x
Dean Schneider* , City of Pekin		x	Jamie Arbogast* CityLink		x
Ric Semonski City of East Peoria	x		Gene Olson MAAP		x
Ty Livingston* City of East Peoria	x		Eric Miller TCRPC	x	
Chris Chandler Village of Peoria Heights		x	Rich Brecklin Village of Germantown Hills		x
Wayne Aldrich* Village of Peoria Heights	v				
Dustin Sutton* Peoria Heights		x			

Staff: Debbie Ulrich, Ray Lees, Michael Bruner, Reema Abi-Akar, Gabriel Guevara, Logan Chapman, and Debbi La Rue. Others: Chris Schmidt- IDOT Central Office, Al Barre-Shebib-Local Roads, Nicole Fayant- Ciorba Group

3. Public Comment-none
4. Approval of Minutes, January 17, 2024, Meeting
Andrea Klopfenstein moved to approve January 17, 2024, meeting minutes and Conrad Moore seconded. Motion carried.
5. Recommend to Commission Transportation Improvement Program Amendments
 - a. Project S-24-25 Safety Shoulders
Michael Bruner mentioned it should be Project S-24-26 Safety Shoulders
Jeff Gilles moved to recommend to Commission Transportation Improvement Program Amendment and Paola Mendez seconded.
Michael Bruner updated on the following:
 - Adding to IDOT Dist. 4 FY 2024 Safety Program. The project is currently scheduled for the June 24, 2024, letting. The project is for construction of Hot Mixed Asphalt (HMA) safety shoulders along IL-9 from 0.4 miles east of Veterans Drive in Pekin to 0.5 miles West of the western city limits of Tremont.Motion carried.
6. Discussion of the FY 2025 Unified Planning Work Program
Michael Bruner updated on the following:
 - The Unified Planning Work Program (UPWP) is one of the cores MPO planning documents and is updated annually. It serves as the budget for the metropolitan transportation planning process and directs the day-to-day work of the MPO. The document describes all transportation planning activities with a corresponding budget Tri-County proposes to undertake during the fiscal year (July 1 through June 30).
 - Staff is in the beginning stages of developing the draft FY 2024 UPWP and has submitted the draft Uniform Budget Template (UBT) and Programmatic Risk Assessment (PRA) to IDOT. The following remainder of the UPWP schedule listed in the memo in your packet:
 - Feb. 21: Staff presents draft UPWP to Technical Committee.
 - March 6: Staff presents draft UPWP to Commission.
 - March 20: Technical Committee recommends UPWP to Commission for approval.
 - April 3: Commission approves final UPWP & staff submits document to IDOT.

- July 1: IDOT accepts UPWP, work begins.

7. Discussion of the FY 2025-28 Transportation Improvement Program

Michael Bruner updated on the following:

- As an MPO, Tri-County is federally required to develop and maintain the Transportation Improvement Program (TIP), which is a short-term plan that identifies all federally funded and regionally significant transportation projects programmed for state and local jurisdictions for the next four fiscal years (FY 2025-28).
- Tri-County updates the TIP on an annual basis in coordination with IDOT and local jurisdictions. The TIP includes roadway, non-motorized, and transit projects. All projects must be consistent with the region's LRTP. The TIP must be fiscally constrained, meaning projects are not included on the active project lists without a funding source. Projects that are regionally significant, reflect local jurisdiction priorities, and would be included in the TIP if reasonable funding sources were available are included in the Illustrative Project List.
- Staff will be reaching out in the next couple of weeks to get status updates on your jurisdiction's current projects and to see if there are any additional projects that should be added to the FY 2025-25 TIP.
 - Jeff Gilles asked if these will be combined or separated.
 - Michael Bruner said they will be using a matrix.
 - Reema Abi-Akar added that for 5310 will have a need for more information.
 - It will be 1 committee.
 - Eric Miller asked if it will be the same cap for multiple funds or just 1?
 - Jeff Gilles said to keep the caps as is.
 - Kinga Krider asked for a draft application at the next Technical meeting.
 - Jeff Gilles asked if there is an extended deadline?
 - Michael Bruner said 30 to 45 days.
 - Jeff Gilles suggested no more than 60 days.

8. Discussion of combining Call for Projects for Commission-allocated federal funds

Michael Bruner updated on the following:

As an MPO with an urbanized population over 200,000, TCRPC receives an annual allotment of federal funds from the Infrastructure Investment and Jobs Act (IIJA). These funds come from the Illinois Department of Transportation (IDOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA).

Every year, our region is allocated federal funding in several different categories, including the following:

Surface Transportation Block Grants (STBG)

STBG funds are allocated annually to the MPO for regionally significant roadway projects in the Greater Peoria area. Tri-County utilizes 80% of STBG funding for Traditional projects (New roadways or reconstruction projects) and 80% for Preservation projects.

Transportation Alternatives (TA) Set-Aside

TA funds allocated annually to the MPO for small scale transportation projects that provide active transportation facilities.

Carbon Reduction Program (CRP)

CRP is a new federal program funded through the infrastructure bill to fund projects to reduce transportation emissions.

Section 5310

Section 5310 funds are allocated by both IDOT through their Consolidated Vehicle Procurement (CVP) program and Tri-County's grant program funding capital and operational expenses to help improve mobility for seniors and individuals with disabilities.

We are presenting this to you to get your thoughts and potential green light to move forward with combining these funding sources into one call for projects. Traditionally each of these funding programs would be done separately. This would provide an opportunity for a project request funding from multiple funding sources.

9. Updates

a. Long-Range Transportation Plan 2050 Call for Projects – Reminder

Michael Bruner updated on the following:

This is a friendly reminder of the deadline for submitting projects to be considered for the LRTP 2050 update is 3:30 p.m. on Thursday, February 29, 2024. To access the application, please visit Tri-County's website at:

<https://tricityrpc.org/transportation/lrtp/lrtp-2050/>. Each project you would like to be considered for inclusion in the LRTP 2050 update will need its own separate

application. Please note that projects listed in the existing 2045 LRTP will not automatically be carried forward into the new plan.

b. IDOT

- Local Roads

Al Barrae-Shebib updated on the following:

- Introduced IDOT rotation engineer joining the meeting.
- Identified E-Week
- IDOT District 4 Next Bi-monthly coordination meeting scheduled for April 18th. If you have projects with federal funds planned for the next 3 years work with your field engineer to plan to attend.
- New Phase I Engineering forms- IDOT BLRS Circular Letter 2024-04 Phase I Engineering Forms Update
 - One note is the importance of including TIP number early in the process in phase I.
- IDOT BLRS Circular Letter 2024-05 QBS Threshold Adjustment for QBS threshold has been adjusted for the CPI.

- Central Office

Chris Schmidt commented on the following:

1. IDOT is working on their Long-Range Transportation Plan. The website for that is www.moveillinois2024.com
2. IDOT is working on a national Electric Vehicle Notice of funding Opportunity. More information about that can be found at <https://idot.illinois.gov/transportation-system.environment/drive-electric.html>
3. Get on everyone's radar on February 27,2024 the U.S. EPA finalized a revised ambient air quality standard for Particular Matter 2.5 micrometers (PM 2.5). The revised ruling lowers the Primary Annual Standard from 12 micrograms per cubic meter to 9. This may in the future bring the Peoria area into non-attainment. This will be a long process including needing 3 years of air quality data to support the change. More information can be found at: <https://www.federalregister.gov/documents/2024/03/06/2024-02637/reconsideration-of-the-national-ambient-air-quality-standards-for-particulate-matter>.

c. FHWA-nothing to add.

10. Other

a. Next meeting scheduled for March 20, 2024- ok.

- Eric Miller asked about Tesla charging stations on Washington St, in East Peoria. Had discussion and explanation of different plugs.
- Michael Bruner said a memo will be going out for UPWP draft form of joint funding agreement.

11. Adjournment

Jeff Gilles moved to adjourn at 9:39 a.m. and Conrad Moore seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded and transcribed by:

Debbie Ulrich, Office Administrator

UPWP

Unified Planning Work Program

Fiscal Year 2025

July 1, 2024, through June 30, 2025

DRAFT



TRI-COUNTY REGIONAL PLANNING COMMISSION

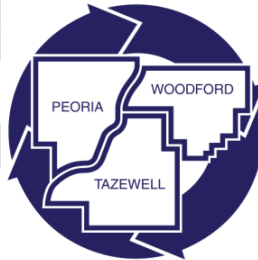
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Unified Planning Work Program

Fiscal Year 2025

The Tri-County Regional Planning Commission is dedicated to providing access to the transportation planning process and associated planning documents to all people regardless of race, color, national origin, sex, socioeconomic status, English proficiency, or disability. This document was prepared with financial assistance from the Federal Highway Administration and the Federal Transit Administration of the U.S. Department of Transportation through the Illinois Department of Transportation. The opinions, findings, and conclusions expressed in this publication are those of the authors and do not necessarily represent USDOT and IDOT.

Approved and adopted by the Commission on **MONTH, DAY, YEAR**



Tri-County Regional Planning Commission
456 Fulton Street | Suite 401 | Peoria, Illinois 61602
Telephone: (309) 673-9330 | Email: info@tricountyrpc.org
Website: tricountyrpc.org

Acknowledgments

The Tri-County Regional Planning Commission (Tri-County) prepared this document in cooperation with the Illinois Department of Transportation (IDOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) and in collaboration with its member agencies, partnership organizations, and local stakeholders.

Commission

Leon Ricca, Bartonville
Don White, Chillicothe
Don Knox, CityLink
Ron Talbot, Creve Coeur
John Kahl, East Peoria
Ann Doubet, Germantown Hills
Karen Dvorsky, IDOT
Nate Parrot, Morton
Becky Cloyd, Pekin
Camille Coates, (Treasurer) Peoria Co
Dan Phelan, Peoria County
Rita Ali, Peoria
Patrick Urich, Peoria
Rick Powers, Peoria
Mike Phelan, Peoria Heights
Russ Crawford, Tazewell County
Greg Menold (Chair), Tazewell County
Gary Manier, Washington
James Dillon, West Peoria
Autum Jones, Woodford County
Chuck Nagel (Vice-Chair), Woodford Co

Technical Committee

Patrick Meyer, Bartonville
Kenneth Coulter, Chillicothe
Doug Roelfs, CityLink
Terry Keogel, Creve Coeur
Ric Semonski, East Peoria
Rich Brecklin, Germantown Hills
Terrisa Worsfold, IDOT
Craig Loudermilk, Morton
Josie Esker, Pekin
Jeff Gilles, Peoria County
Amy McLaren, Peoria County
Alyssa Burnett, Peoria
Andrea Klopfenstein, Peoria
Paola Mendez, Peoria
Chris Chandler, Peoria Heights
Paul Augspurger, Tazewell County
Dan Parr, Tazewell County
Eric Miller, TCRPC
Dennis Carr, Washington
Kinga Krider (Chair), West Peoria
Conrad Moore (Vice-Chair) Woodford Co

Tri-County Staff

Eric Miller, Executive Director
Ray Lees, Planning Program Manager
Reema Abi-Akar, Senior Planner
Michael Bruner, Senior Planner
Debbi La Rue, Planner III
Gabriel Guevara, Planner II
Gavin Hunt, Planner I
Logan Chapman, GIS Specialist I
Khephra Jackson, Planner I
Debbie Ulrich, Office Manager
Rebecca Eisele, Accountant

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UPWP

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FY 2025

Overview

The Tri-County Regional Planning Commission (referenced here as TCRPC or Tri-County) was established in 1958 by Peoria, Tazewell, and Woodford counties. Tri-County services the three-county region, supporting 48 communities, and over 350,000 residents.

The primary function of TCRPC is to study the needs and conditions of our region and to develop strategies that enhance the region's communities. Tri-County seeks to promote intergovernmental cooperation, regional planning, and a vision for the future by offering a forum for leaders of local government, defining regional issues, setting goals, and cooperatively implementing plans for the region. Tri-County is the "Steward of the Regional Vision" in Greater Peoria.

Tri-County is the federally recognized Metropolitan Planning Organization (MPO) for the Greater Peoria area, serving Peoria, Tazewell, and Woodford counties. Under federal law, the formation of an MPO is required for any urbanized area (UZA) with a population greater than 50,000. Furthermore, all UZA with over 200,000 in population are classified as a Transportation Management Area (TMA).

The Greater Peoria UZA, also known as the Peoria-Peking UZA, spans three counties, incorporates 16 municipalities, and services over 240,000 residents. Additionally, the Metropolitan Planning Area (MPA), which is the UZA plus the adjacent area expected to urbanize within 20 years, incorporates eight additional municipalities and increases the population by over 55,000.

As the MPO, TCRPC is responsible for transportation planning outlined in Title 23 Code of Federal Regulations Part 450 Subpart C¹. The transportation planning process brings together local governments, transportation authorities, and interested parties to create transportation policies and develop comprehensive plans that reflect the region's transportation vision.

¹ 23 CFR 450: <https://www.ecfr.gov/current/title-23/chapter-I/subchapter-E/part-450#subpart-C>



MPO Organization and Duties

In 1976, TCRPC was federally designated as the MPO for the Peoria-Pekin Urbanized Area. In response, Tri-County created a new organization, the Peoria-Pekin Urbanized Area Transportation Study (PPUATS) to carry out the work of the MPO. PPUATS was comprised of two committees: the Policy Committee and the Technical Committee.

From 1976 to 2021, the PPUATS Policy Committee functioned as the MPO. On July 1, 2021, the PPUATS Policy Committee merged with TCRPC. Following the merger, the Full Commission assumed the MPO's role, duties, and responsibilities. The Technical Committee continues preparing, reviewing, and recommending actions to the Full Commission for approval.

The Full Commission directs the transportation planning activities of the urbanized area. The Commission is responsible for adopting and implementing policies and plans to meet federal guidelines, including but not limited to the Long-Range Transportation Plan, the Transportation Improvement Program, and the annual Unified Planning Work Program. It is comprised of elected leaders and senior administrators of the urbanized area's major jurisdictions.

The Technical Committee provides technical expertise to the planning process under the direction of the Commission. The Technical Committee prepares, reviews, and recommends actions to the Commission for approval. The Technical Committee is composed of staff from the urbanized area's jurisdictions.

The MPO coordinates and completes many transportation plans, projects, and studies, some required by federal law. These plans and programs result from the inclusive transportation planning process and delineate the region's future transportation vision, help implement and monitor projects, and provide financial guidance for the MPO.



Transportation Funding

Federal funding for transportation projects is programmed through the transportation planning process. Tri-County receives federal funding on an annual basis to carry out a Continuing, Cooperative, and Comprehensive transportation planning process, also known as the 3Cs, in the Tri-County MPA as outlined in federal legislation. The amount and allocation of federal transportation funds are determined through the current legislation. The federal funds come from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) of the U.S. Department of Transportation through the Illinois Department of Transportation (IDOT).

The Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law or BIL, is the most recent funding and authorization bill for federal surface transportation spending. President Joe Biden signed the bill on November 15, 2021.

The bill authorizes approximately \$550 billion in federal money over five years for a variety of funding streams: bridges, mass transit, roads, broadband, water infrastructure, resilience, and more. Within these funds, IIJA authorizes approximately \$350 billion for federal highway programs, also for five years ending in fiscal year 2026.

Tri-County receives a portion of the money from the IIJA via IDOT to program for roadway, transit, bicycle-pedestrian infrastructure, and other types of surface transportation projects in the MPA. To manage this process, TCRPC develops its Unified Planning Work Program (UPWP) on an annual basis to outline the day-to-day activities of the MPO and sets the budget for all transportation planning activities during Fiscal Year (FY) 2025, the period from July 1, 2024 through June 30, 2025. Tri-County staff develops the UPWP with direction from the TCRPC governing board, known as the Full Commission, the MPO Technical Committee, the Greater Peoria Mass Transit District (CityLink), and IDOT.



Funding and Work Elements

Tri-County actively monitors both the development and implementation of the UPWP. Annual development and periodic updates of the UPWP ensure the planning work detailed in this document (1) satisfies federal and state requirements, (2) addresses the region's transportation needs, and (3) is performed cost-effectively.

In FY 2025, the Tri-County MPO will undertake transportation planning tasks in the following four major categories:

- **Task 1:** Management and Administration
- **Task 2:** Data Development and Maintenance
- **Task 3:** Long Range Planning
- **Task 4:** Short Range Planning

Metropolitan Planning Funding

The UPWP includes federal funding for transportation planning provided by FHWA Section 5305(d) and FTA Section 5305(e), along with the non-federal match typically provided by IDOT's Metropolitan Planning Fund. Together, FHWA, FTA, and IDOT funds make up TCRPC's Metropolitan Planning (PL) funding for FY 2025. Additionally, IDOT is dispersing previously unspent PL funding to all MPOs in the State of Illinois. This additional PL distribution is categorized below as Provisional PL Funds. The total amount of funding available for FY 2025:

Description	Total
PL Funds	\$ 860,572.94
Provisional PL Funds	\$ 113,962.08
Non-Federal Match	\$ 243,633.76
Total	\$ 1,218,168.78

Table 1: FY 2025 Metropolitan Planning Funding



IDOT State Planning Funds

The UPWP also includes state funding for transportation planning provided by IDOT, known as State Planning Funds. These funds are meant to supplement the MPO's federal transportation funds, helping the MPO to fulfill its transportation planning obligations. State Planning funds do not require a match and may be used as a match for Metropolitan Planning (PL) funds and Statewide Planning and Research (SPR) funds. The total funding available for FY 2025 is estimated to be \$243,633.76. For FY 2025, TCRPC will utilize these available state resources to match PL funds.

Activity	Total
Non-Federal Match – IDOT State Planning Funds	\$ 243,633.76
Total	\$ 243,633.76

Table 2: FY 2025 IDOT State Planning Funds

Federal Discretionary Funds

Occasionally, the MPO receives Federal Discretionary funding on top of the PL and State Planning Funds. The MPO applied for and received FFY 2022 Safet Streets and Roads for All (SS4A) funding for developing a Comprehensive Safety Action Plan (CSAP) to prevent deaths and serious injuries on roads and streets involving all users. Developing a qualifying CSAP will better position the tri-county region to pursue implementation grants through the SS4A future funding cycles and other transportation grants, such as the Highway Safety Improvement Program (HSIP). TCRPC applied for and received \$400,000 in SS4A funding through the FHWA, requiring a \$100,000 non-federal cost share for a total project cost of \$500,000. The SS4A project is consultant-led and will encompass the entire tri-county region, including both urban and rural areas.

Recently TCRPC has utilized State Planning Funds to match PL funds. However, TCRPC still collects the PL Match from member jurisdictions as dues and utilizes these funds as local funding. The FY 2024 Membership Dues will be used to match the SS4A \$100,000 non-federal cost share requirement. This project started in FY 2024 and will continue in FY 2025.

Activity	Total
SS4A Funds	\$ 400,000
Non-Federal Match	\$ 100,000
Total	\$ 500,000

Table 3: Federal Discretionary Funds



Membership Dues

If State Planning Funds are available to offset the required 20 percent non-federal match for PL funds, the Full Commission programs a separate local work program for the Tri-County membership dues. Each member jurisdiction's dues are determined by the contributing percentage of motor fuel tax (MFT) funds each agency received in the previous calendar year. The Greater Peoria Mass Transit District provides \$3,800 as a pass-through membership fee for participation in the planning process.

Jurisdiction	2023 MFT Allotment	2023 MFT %	Cost Share
Peoria County	\$ 2,193,728.28	22.37%	\$ 53,661.42
Tazewell County	\$ 1,735,433.88	17.70%	\$ 42,450.95
Woodford County	\$ 605,737.76	6.18%	\$ 14,817.13
Bartonville, Village of	\$ 135,537.37	1.38%	\$ 3,315.42
Chillicothe, City of	\$ 139,709.52	1.42%	\$ 3,417.47
Creve Coeur, Village of	\$ 112,488.03	1.15%	\$ 2,751.60
East Peoria, City of	\$ 512,602.59	5.23%	\$ 12,538.92
Germantown Hills, Village of	\$ 77,788.65	0.79%	\$ 1,902.81
Morton, Village of	\$ 390,242.77	3.98%	\$ 9,545.84
Pekin, City of	\$ 723,420.78	7.38%	\$ 17,695.80
Peoria Heights, Village of	\$ 134,693.83	1.37%	\$ 3,294.78
Peoria, City of	\$ 2,579,655.89	26.31%	\$ 63,101.71
Washington, City of	\$ 366,395.50	3.74%	\$ 8,962.51
West Peoria, City of	\$ 97,190.22	0.99%	\$ 2,377.40
CityLink	N/A	N/A	\$ 3,800.00
Total	\$ 9,804,625.07		\$ 243,633.76

Table 4: FY 2025 Membership Dues

Planning Factors

The MPO's overall transportation planning goal is to provide for the adequate, safe, and efficient movement of persons and goods in the UZA. In concert with the IIJA, the MPO utilizes the ten thematic planning factors² to help reach the above-mentioned goal. The Planning Factor or Factors addressed by each task on the following pages are indicated in parentheses after the Task Description. The Planning Factors are identified by their two-letter abbreviations as shown in the below table. Activities that support all ten planning factors are identified with the abbreviation **ALL**.

Planning Factor	Abbreviation
Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency	EV
Increase the safety of the transportation system for motorized and non-motorized users	SS
Increase the security of the transportation system for motorized and non-motorized users	TS
Increase accessibility and mobility of people and freight	AM
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	EE
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	CI
Promote efficient system management and operation	MO
Emphasize the preservation of the existing transportation system	PE
Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation	RR
Enhance travel and tourism	ET

Table 5: Ten Planning Factors

² 23 CFR 450.306: <https://www.ecfr.gov/current/title-23/section-450.306>

The degree of consideration and analysis of the planning factors should be based on the scale and complexity of many issues, including transportation system development, land use, employment, economic development, human and natural environment, and housing and community development.

Ladders of Opportunity

The FTA established the Ladders of Opportunity program to expand transit service to connect disadvantaged and low-income individuals, veterans, seniors, youths, and others with local workforce training, employment centers, health care, and other vital services. The program goals are:

- Enhancing access to work for individuals lacking ready access to transportation, especially in low-income communities
- Supporting economic opportunities by offering transit access to employment centers, educational and training opportunities, and other basic needs
- Supporting partnerships and coordinated planning among state and local governments and social, human service, and transportation providers to improve coordinated planning and delivery of workforce development, training, education, and basic services to veterans, seniors, youths, and other disadvantaged populations

Tri-County has embraced these goals and will continue to do so. In the past, TCRPC was the Designated Recipient of Job Access Reverse Commute (JARC) funds and New Freedom funds in the urbanized area. TCRPC is currently the co-designated recipient, along with IDOT's Office of Intermodal Project Implementation (OIP), for FTA Section 5310 funds.

Tasks included in this UPWP that address the goals of the Ladders of Opportunity Program are:

- Implement the Human Service Transportation Plan (HSTP) for the urbanized area
- Update the Human Service Transportation Plan (HSTP)
- Continued implementation of the Gray Area Mobility Enhancement and Expansion Study
- Programmed FY 2023 FTA 5310 funds based on the goals of the HSTP
- Provided planning and technical support to transit and paratransit providers



Task 1: Management and Administration

Tri-County must ensure that the transportation process is conducted in conformity with applicable federal and state regulations. TCRPC's governing board, known as the Full Commission, oversees the transportation planning process and makes final decisions on the activities of the Tri-County MPO.

Previous Work and Accomplishments

Tri-County's FY 2024 UPWP was carried out starting July 1, 2023, and ending on June 30, 2024. During this time, the previous work and accomplishments carried out by TCRPC or its consultants for Task 1: Management and Administration include:

- Unified Planning Work Program
 - Developed materials and information to support decisions by MPO committees
- Public Engagement
 - Reviewed FHWA and FTA public participation and Title VI guidance
 - Update Tri-County's Title VI Program
 - Finalized our Public Participation Plan (PPP)
 - Participate in public outreach activities
 - Organized and provided support for MPO Technical Committee and Full Commission meetings
 - Prepared monthly status reports for Full Commission
 - Maintained TCRPC's website
 - Presented transportation-related topics for nationwide, statewide, and regional conferences and student populations
- Grant Management & Accounting
 - Prepared grant applications for federal and state funding
 - Coordinated regional CFI grant application
 - Coordinated regional Statewide Planning and Research (SPR) grant application
 - Coordinated regional FY 2023 PROTECT grant application



- Coordinated regional FY 2023 Thriving Communities Program grant application
- Coordinated regional grant application for IDOT's Statewide Non-Metropolitan Transit Planning 5305e funding program
- Registered with GATA, completed the required questionnaire, and ensured compliance
- Maintained financial management system
- Prepared Indirect Cost Rate Proposal
- Processed invoices and payroll
- Prepare quarterly financial and progress reports (BoBS Reports) for grants through IDOT
- Prepared quarterly financial and progress reports for federal grants through FTA
- Contracted for Annual Compliance Audit
- Purchased and upgraded software (including GIS) in support of planning activities
- Purchased and upgraded computer equipment to enhance transportation planning activities
- Office Administration
 - Administered Personnel, Affirmative Action, EEO Programs, and other agency policies
 - Maintained MPO database of media, consultants, and state and local officials
 - Recruited and hired TCRPC staff and interns as needed

Objectives

The Tri-County MPO must conduct federal and state-mandated program administration requirements by supporting the functions of the Full Commission (Policy board) and Technical Committees and any subcommittees in carrying out the transportation planning process. Specific objectives are:

- To establish administrative procedures for the organization of the planning process
- To coordinate the planning activities of the MPO with other transportation agencies
- To ensure that the transportation process is conducted in conformity with applicable federal and state regulations
- To maintain accounting records in conformity with applicable federal and state regulations



Products and Staff Activities

- Unified Planning Work Program
 - Coordinate transportation planning work with member jurisdictions and stakeholders **ALL**
 - Ensure the 3C transportation planning process is conforming with all applicable federal and state regulations **ALL**
 - Monitor the UPWP budget and amend, if necessary **ALL**
 - Develop the FY 2026 UPWP **ALL**
- Public Engagement
 - Implement objectives of the updated Public Participation Plan **ALL**
 - Maintain and update MPO information on the TCRPC website **ALL**
 - Maintain the monthly newsletter outreach **ALL**
 - Organize meetings and public hearings as necessary **ALL**
 - Form and administer advisory committees as necessary **ALL**
- Transportation Improvement Program
 - Develop the Annual Listing of Federally Obligated Projects **ALL**
- Transit Planning
 - Provide staff support for the Human Service Transportation Plan – Urban Subcommittee **ALL**
 - Administer (provide quarterly reports, process invoices, etc.) Section 5310 projects that have not been closed out **ALL**
- Special Transportation Planning Studies
 - Administer procurement activities and consultant selection for special studies **ALL**
- Grants
 - Research and Identify potential grant opportunities for TCRPC and the region **ALL**
 - Apply for relevant grant opportunities **ALL**
 - Administer SS4A Discretionary Grant **ALL**
- Professional Development

- Maintain technical and professional subscriptions and association membership dues **ALL**
- Participate in local, state, and national conferences, meetings, seminars, and training programs related to transportation **ALL**
- Office Administration
 - Provide general program management and supervisory functions **ALL**
 - Support Full Commission and Technical Committee with agendas, minutes, and reports **ALL**
 - Administer the Personnel, Affirmative Action, EEO Program, Title VI, and other policies **ALL**
 - Maintain the administrative procedures for TCRPC and ensure conformity with applicable federal and state regulations **ALL**
 - Provide staff support for the MPO Technical Committee and Full Commission **ALL**
 - Recruit and hire new MPO personnel (if necessary) and prepare employee evaluations **ALL**
 - Serve as a liaison between local governments and state and federal agencies **ALL**
- Accounting
 - Prepare monthly, quarterly, and annual financial and performance reports for transportation planning programs and grants **ALL**
 - Perform an audit of the FY24 Financial Statements of TCRPC **ALL**
 - Purchase software and hardware to support transportation planning functions **ALL**

Description	Total
PL Funding	\$ 341,087.26
State Planning Funds	\$ 85,271.81
Total	\$ 426,359.07

Table 6: Management and Administration Budget

All work will be performed by staff, except the financial audit, which will be performed by an independent auditor.

Task 2: Data Development and Maintenance

Previous Work and Accomplishments

Tri-County's FY 2024 UPWP was carried out starting July 1, 2023, and ending on June 30, 2024. During this time, the previous work and accomplishments carried out by TCRPC or its consultants for Task 2: Data Development and Maintenance include:

- GIS and Data Collection
 - Continued to monitor ground-level ozone statistics and followed US EPA revisions to regulations
 - Researched and started the process of developing a CO² emissions model with MOVES
 - Continued the Regional Server Partnership, which provided local government organizations with a low-cost location to store and disseminate spatial (GIS) data
 - Hosted internet mapping sites that allow internal and external (public) access to organizational data
 - Coordinated the usage of regional pavement data through software analysis
 - Performed asset management for the Village of Peoria Heights, Village of Bartonville, City of East Peoria, City of West Peoria, Village of Hanna City, and other communities as needed
- Travel Demand Model
 - Continued to utilize Travel Demand Modeling (TDM) capabilities to serve the region
 - Finalized the development of Tri-County's Activity-Based Travel Demand Model (ABM)
 - Participated in TransCAD training for utilizing TCRPC's ABM
 - Participated in the Illinois Model Users Group (ILMUG)

Objective

Information is crucial to the planning process. This Task has been established to gather, maintain, and disseminate social, economic, and transportation data in an efficient and logical manner. Surveillance and database management activities have been integral aspects of the transportation planning process since



the initial MPO plan was completed in 1970. The effective maintenance of these activities provides the basis from which all transportation planning and policies will evolve in the future.

These work elements define the areas of concentration for database development, information collection, and information dissemination. Maintaining and building an effective comprehensive planning database and network is the focus of this element of the UPWP.

Products and Staff Activities

- Long-Range Transportation Plan
 - Ensure that the Urbanized Area boundary and Planning Boundary remain accurate **MO**
 - Coordinate activities for a comprehensive region-wide land use, demographic, economic, and transportation database for analyzing trends in the long-range planning process **EV**
- Transportation Improvement Plan
 - Maintain and update the TIP Project Database **ALL**
- Transportation Performance Measures
 - Monitor and collect performance measure data **SS, TS, CI, MO, PE, RR**
- Bicycle and Pedestrian Planning
 - Maintain and update the bike/ped project database **ALL**
- Travel Demand Model
 - Continue to use the Activity-Based Travel Demand Model (ABM) to project future transportation volumes for proposed surface transportation improvements **MO, PE**
 - Update the ABM with current signal timing information with FY 2023 SPR grant **MO, SS, EE**
- GIS and Data Development
 - Coordinate with IDOT and other state agencies on statewide GIS development **MO**
 - Coordinate and collaborate with regional and local entities to provide requested transportation data/information **SS, MO**
 - Continue a process designed to lead to the development of a regional GIS capability **MO**



- Continue in structuring, expanding, updating, and maintaining transportation data layers in a Geographic Information System (GIS) **MO**
- Lead and assist communities in developing GIS transportation applications that will benefit the region at large, including asset inventories and management tools **MO, RR**
- Continue the Regional Server Partnership which provides local government organizations with a low-cost location to store and disseminate spatial (GIS) data **MO**
- Continue to host internet mapping sites that allow both internal and external (public) access to organizational data **MO, RR**
- Administer regional pavement management system for MPO members **SS, TS, MO, PE, RR**

Description	Total
PL Funds	\$ 146,180.25
State Planning Funds	\$ 36,545.06
Total	\$ 182,725.32

Table 7: Data Development and Maintenance Budget

All work will be performed by staff, except for collecting signal timing data for ABM, which will be performed by a consultant.

Task 3: Long-Range Planning

Previous Work and Accomplishments

Tri-County's FY 2024 UPWP was carried out starting July 1, 2023, and ending on June 30, 2024. During this time, the previous work and accomplishments carried out by TCRPC or its consultants for Task 3: Long-Range Planning include:

- Long-Range Transportation Plan
 - Continued implementation of the 2045 Long-Range Transportation Plan (LRTP)
 - Started the process develop the 2050 LRTP
 - Complied regional data
 - Issued Call for Projects
 - Developed Financial Plan
 - Developed public engagement plan
 - Continued the regional project prioritization process
 - Interviewed project sponsors
 - Grade and rank projects
- Transportation Performance Measures
 - Researched and adopted Safety Performance Measures (PM1)
 - Researched and adopted Greenhouse Gas (GHG) Performance Measures
- Safe Streets and Roads for All
 - Executed grant agreement with FHWA
 - Procured consultant for SS4A grant
 - Formed Regional Safety Committee
 - Held monthly meetings
 - Presented at the T.H.E. Conference
- Bicycle and Pedestrian Planning
 - Continued implementation of BikeConnect HOI: Heart of Illinois Regional Bicycle Plan

- In the process of updating and converting the BikeConnect HOI to an Active Transportation Plan
- Participate in Social Determinants of Health regional initiatives
- Participated in the Walkability Action Institute steering committee
- Regional Initiatives
 - Participated in the regional Passenger Rail Initiative
 - Participated in regional CFI steering committee for grant application
 - Coordinated with local and regional stakeholders in the restructuring of the Heart of Illinois Regional Port District – Master Planning
 - Keep attuned to the Connected and Autonomous Vehicles Policy and Design Guidelines – IDOT ICT

Objective

Manage and support a planning process that incorporates an appropriate level of involvement and understanding by local governmental agencies, special interests, and the general citizenry in the activities and policies associated with the continuing, comprehensive, and coordinated (3Cs) local transportation planning process.

Products and Staff Activities

- Public Engagement
 - Organize seminars regarding the future of various transportation modes in the region **MO**
 - Participate in public outreach activities **MO**
- Long-Range Transportation Plan
 - Implement the FY 2020-2045 Long-Range Transportation Plan **EV, SS, TS, AM, EE, CI, MO, PE**
 - Develop the FY 2025-2050 Long-Range Transportation Plan **EV, SS, TS, AM, EE, CI, MO, PE**
 - Continue the regional project prioritization process **EV, SS, TS, AM, EE, CI, MO, PE**
- Transportation Performance Measures



- Monitor and update Performance Management targets and programming as required by IJJA **SS, TS, MO, PE, RR**
 - Update System Performance/Freight/CMAQ Measures **EV, AM, CI**
- Bicycle and Pedestrian Planning
 - Update the BikeConnect HOI: Heart of Illinois Regional Bicycle Plan **EV, SS, TS, AM, EE, CI**
 - Continue non-motorized transportation planning, including bike/ped traffic counts, trail plans in small communities **AM, CI**
- Transit Planning
 - Implement the Human Service Transportation Plan (HSTP) for the Urbanized Area **AM**
 - Start the process to update the region's HSTP plan **AM**
- Freight Planning
 - Continue to dedicate resources to freight transportation planning **EV, AM, CI**
 - Continue to support and coordinate with regional stakeholders to promote the regional port district **EV, AM, CI**
 - Coordinate with regional stakeholders to promote multimodal freight transportation options for the region as related to surface transportation **EV, AM, CI**
- Safe Streets and Roads For All
 - Continue working with the consultant on the Comprehensive Safety Action Plan for the region
- Travel Demand Modeling
 - Continued to utilize ABM capabilities to serve the region **AM, CI, MO**
- Regional Initiatives
 - Promote passenger/commuter rail for the region **EV, AM, EE**
 - Coordinate with regional stakeholders to promote smart mobility in the region **EV, SS, TS, AM**
 - Coordinate with the Greater Peoria Economic Development Council on transportation elements of the Comprehensive Economic Development Strategy (CEDS), a requirement of the Economic Development Administration (EDA) **EV**
 - Work with local agencies to develop policies that apply stormwater management best practices to transportation projects **EE, RR**

Description	Total
PL Funds	\$ 243,633.76
State Planning Funds	\$ 60,908.44
Total	\$ 304,542.20

Table 8: Long-Range Planning Budget

All work will be performed by staff, except for Special Projects, for which consultants will be hired, and the future transportation seminars, which will be led by outside subject experts.

Task 4: Short-Range Planning

Previous Work and Accomplishments

Tri-County's FY 2024 UPWP was carried out starting July 1, 2023, and ending on June 30, 2024. During this time, the previous work and accomplishments carried out by TCRPC or its consultants for Task 4: Short-Range Planning include:

- Transportation Improvement Plan
 - Developed the FY 2024-27 Transportation Improvement Program (TIP)
 - Worked with member jurisdictions and IDOT to process amendments to the FY 2024-27 TIP
 - Started the process of developing the FY 2025-28 TIP
 - Developed the FY 2023 Previous Obligated Projects
- Transit Planning
 - Continued to work with the Human Services Transportation Plan Committee to coordinate transportation needs in the urbanized area
 - Continued implementation of the Gray Area Mobility Enhancement and Expansion Study
 - Provided planning and technical support to transit and paratransit providers
 - Start the process to update the region's HSTP plan
 - Programmed FTA Section 5310 projects
 - Administered and completed NEPA for FTA Section 5310-funded projects
- Special Transportation Planning Studies
 - Chillicothe Trail Master Plan- Completed
 - East Peoria IL-116 Crossing Feasibility Study – Completed
 - Pekin Master Bicycle and Pedestrian Plan – Completed
 - Peoria Intersection Safety Study at Sterling and Forrest Hill - Completed
 - IL-29 Viaduct Benefit-Cost Analysis – Initiated
 - Germantown Hills to McClugage Bridge Trail Feasibility Study - Initiated



- Peoria Heights Active Transportation Plan - Initiated
- Waverly Ave Access, Circulation, and Parking Study - Initiated

Objective

Tri-County must continually fulfill various state and federal requirements in support of regional and local projects. Short-range planning functions are those that address near-term needs or requirements.

Products and Staff Activities

- Congestion Management Process
 - Monitor and implement the Congestion Management Process **SS, TS, MO**
- Transportation Improvement Program
 - Finalize the FY 2025-28 TIP **ALL**
 - Amend the adopted TIP as needed **ALL**
 - Start the process of developing the FY 2026-29 TP **ALL**
- Transportation Performance Measures
 - Continue to research and monitor transportation performance measures **SS, TS, AM, MO**
- Bicycle and Pedestrian Planning
 - Continued implementation of BikeConnect HOI **AM, CI**
 - Coordinate and implement bicycle and pedestrian planning efforts **AM, CI**
- Transit Planning
 - Provide technical support to transit and paratransit providers **AM**
 - Coordinate and implement the Gray Area Mobility Enhancement and Expansion Study **AM, CI**
 - Program available FTA Section 5310 funds in the urbanized area **AM**
 - Administered and completed NEPA for FTA Section 5310-funded projects **AM**
- Programming Funding
 - Maintain the Surface Transportation Block Grant (STBG) program of project **MO, PE**



- Program STBG, Transportation Alternative Set-Aside (TA), Carbon Reduction Program (CRP), and other federal transportation capital funds as available **AM, CI, MO, PE**
- Special Transportation Planning Studies
 - Oversee completion of FY 2024 Special Projects **AM, MO**
 - Program and administer FY 2025 Special Transportation Planning Studies **EV, SS, TS, AM, EE, CI, MO, PE**
- Safe Streets and Roads for All
 - Coordinate a highway safety committee **SS, TS, MO, PE, RR**
 - Coordinate regional safety asset management effort resulting in SS4A and HSIP applications **SS, TS, MO, PE, RR**
- Travel Demand Model
 - Continued to participate in training for the new ABM to better serve the region **AM, CI, MO**
- GIS and Data Development
 - Continue to monitor air quality issues as they relate to transportation planning **EE**
 - Continue to start the process of developing a CO² emissions model with MOVES **EE**

Description	Total
PL Funds	\$ 243,633.76
State Planning Funds	\$ 60,908.44
Total	\$ 304,542.20

Table 9: Short-Range Planning Budget

All work will be performed by staff except for development and data collection for the pavement management system, which will be completed by a consultant.



Exhibit I: Work Program Cost Distribution

Task	UPWP Category	Total Cost	PL Funds	State Funds
1	Management and Administration	\$ 426,359.07	\$ 341,087.26	\$ 85,271.81
2	Data Development and Maintenance	\$ 182,725.32	\$ 146,180.25	\$ 36,545.06
3	Long-Range Planning	\$ 304,542.20	\$ 243,633.76	\$ 60,908.44
4	Short-Range Planning	\$ 304,542.20	\$ 243,633.76	\$ 60,908.44
Total		\$ 1,218,168.78	\$ 974,535.02	\$ 243,633.76

Table 10: FY 2025 UPWP Cost Distribution

Exhibit II: Line-Item Budget

Item	Annual Salary	Rate	Total PL	80% Federal	20% State
Personnel					
Salaries					
Full-Time					
Executive Director	\$129,623	78%	\$101,106	\$80,885	\$20,221
Planning Program Manager	\$114,413	75%	\$85,810	\$68,648	\$17,162
Senior Planner	\$69,620	50%	\$34,810	\$27,848	\$6,962
Senior Planner	\$69,620	90%	\$62,658	\$50,127	\$12,532
Planner III	\$65,208	70%	\$45,646	\$36,516	\$9,129
Planner II	\$53,295	70%	\$37,307	\$29,845	\$7,461
GIS Specialist I	\$47,002	70%	\$32,901	\$26,321	\$6,580
GIS Specialist – New Hire	\$60,610	70%	\$42,427	\$33,942	\$8,485
Planner – New Hire	\$53,295	50%	\$26,648	\$21,318	\$5,330
Subtotal Full-Time			\$469,312	\$375,450	\$93,862
Part-Time/Temporary					
Interns	\$11,250	100%	\$11,250	\$9,000	\$2,250
Subtotal Part-Time/Temporary			\$11,250	\$9,000	\$2,250
Subtotal Salaries			\$480,562	\$384,450	\$96,112
Fringe Benefits		36.00%	\$168,952	\$135,162	\$33,790
Indirect Costs		36.05%	\$234,150	\$187,320	\$46,830
Subtotal Personnel			\$883,665	\$706,932	\$176,733
Other Direct Costs					
Travel and Conferences			\$14,955	\$11,964	\$2,991
Equipment			\$0	\$0	\$0
Supplies			\$6,500	\$5,200	\$1,300
Contractual Services			\$62,616	\$50,093	\$12,523
Consultant Services and Expenses			\$200,000	\$160,000	\$40,000
Occupancy			\$31,687	\$25,349	\$6,337
Training and Education			\$17,882	\$14,306	\$3,576
Miscellaneous			\$864	\$691	\$173
Subtotal Other Direct Costs			\$334,504	\$267,603	\$66,901
Total			\$1,218,169	\$974,535	\$243,634

Table 11: FY 2025 UPWP Line-Item Budget

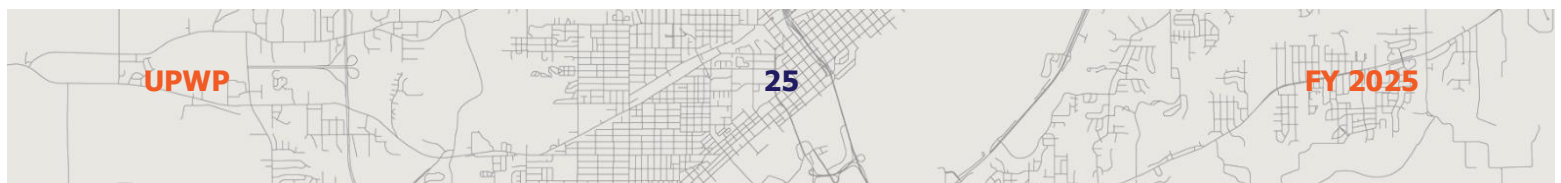


Exhibit III: Labor Distribution

Position	Management and Administration	Data Dev't and Maintenance	Long-Range Planning	Short-Range Planning	Total
Executive Director	35.10				35.10
Planning Program Manager	33.75				33.75
Senior Planner	7.20	1.80	6.75	6.75	22.50
Senior Planner	12.96	3.24	12.15	12.15	40.50
Planner III	10.08		10.71	10.71	31.50
Planner II	10.08		10.71	10.71	31.50
GIS Specialist I	10.08	21.42			31.50
GIS Specialist	10.08	21.42			31.50
Planner	7.20		7.65	7.65	22.50
Part-Time and Interns		7.14	7.14	7.14	21.43
Total	136.53	55.02	55.11	55.11	301.78

Table 12: FY 2025 UPWP Labor Distribution in Work Weeks

Exhibit IV: Accounting Narrative

MPO funds for FY 2025 are administered by the Tri-County Regional Planning Commission as follows:

Separate accounts have been established in the general ledger. The account records identify the receipt and expenditure of funds for each grant and/or provide documentation that supports the entry and provides accurate and current financial reporting information.

Costs within the accounting system are classified into the following groups:

1. Direct labor costs,
2. Non-labor costs directly related to a specific program, and
3. Indirect costs (both labor and non-labor).

Direct labor hours are charged to the specific general ledger account and work elements within that account based on actual work hours spent. Work elements of the UPWP are numerically coded and are utilized in preparing staff time sheets. The payroll computer printout accumulates staff names, hours, and costs for each work element within the grant account. Non-labor costs are those incurred as being directly related to a specific program, e.g., Transportation. Typical non-labor costs directly chargeable to the appropriate programs include:

- Costs of goods acquired, consumed, or expended specifically for the grant, and
- Services and contractual items specifically related to the grant program.

These costs are chargeable to the appropriate grant program based on source documentation maintained by the accounting system evidencing the nature and purpose of the charges. Once charged to the transportation program, these costs will be distributed to the various program work elements according to the proportion of direct salaries charged to each work element during the period.

The indirect costs (labor and non-labor) are those incurred which cannot be directly associated with the transportation program, but which support the overall functioning of the Commission. These costs are charged to an indirect cost account. The indirect cost rate utilized in the budget is a projection based on anticipated activity, as well as historical experience. The Indirect Cost Rate for FY24 has been approved by IDOT.

Exhibit V: Adoption Resolution

RESOLUTION 24-XX

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2025 UNIFIED PLANNING WORK PROGRAM AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE INTERGOVERNMENTAL AGREEMENT WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is recognized as the Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area, and

WHEREAS, the Commission has established a continuing, comprehensive, and cooperative planning process that follows 23 CFR 450.308 and the Commission's Public Participation Plan to develop the FY 2025 Unified Planning Work Program (UPWP), and

WHEREAS, the work tasks identified in the Commission's UPWP are in conjunction with the programs and planning emphasis areas of the Federal Highway Administration and Federal Transit Administration, and

WHEREAS, the Commission is utilizing Illinois Department of Transportation (IDOT) State Planning Funds for the \$243,633.76 non-federal match requirement and using MPO member jurisdiction FY 2025 dues for local funding, and

WHEREAS, on March 20, 2024, the Technical Committee recommended to the Commission the adoption of the FY 2025 Unified Planning Work Program, which specifies the Scope of Work and Budget for FY 2025 transportation planning funds provided by the Illinois Department of Transportation, and

WHEREAS, the Commission has reviewed the FY 2025 Unified Planning Work Program.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

The Tri-County Regional Planning Commission hereby adopts the FY 2025 Unified Planning Work Program for the period of July 1, 2024, to June 30, 2025, and authorizes the Executive Director to execute the Intergovernmental Agreement and any amendments thereto with the Illinois Department of Transportation for federal transportation planning funding.

Presented this 3rd day of April 2024

Adopted this 3rd day of April 2024

ATTEST:

Greg Menold, Chairman
Tri-County Regional Planning Commission

Eric W. Miller, Executive Director
Tri-County Regional Planning Commission



RESOLUTION 24-47

JOINT FUNDING AGREEMENT – UNIFIED PLANNING WORK PROGRAM FY 2025

This agreement is hereby entered into by the members of the participating agencies of the metropolitan planning organization (MPO) of the Peoria-Pekin Urbanized Area, recognized under Section 134 of the *Infrastructure Investment and Jobs Act (IIJA)*. It is intended to set forth the procedures and methods agreed upon to ensure sufficient local matching funds enabling the Peoria-Pekin Urbanized Area to receive **\$974,535.02** in Federal Highway Administration and Federal Transit Administration planning funds. The funding requires a 20% local match, requiring a total local match of **\$243,633.76** for Fiscal Year 2025. It is further agreed that the Greater Peoria Mass Transit District (GPMTD) provides **\$3,800** as a pass-through membership fee for participation in the planning process.

The Federal Planning funds, FTA funds, and local dollars will be utilized for the work and services performed in accordance with the Unified Planning Work Program (UPWP) for Fiscal Year 2024. The work and services and their associated costs as contained in the UPWP were adopted by the Tri-County Regional Planning Commission. If state funds can be utilized to offset local match for FY 2024, local dollars will be programmed by the Tri-County Regional Planning Commission in a separate work program.

Each participating agency identified herein hereby agrees to pay its entire share to the MPO no later than November 1, 2024. The MPO is hereby designated to deposit local funds into a special bank account. Withdrawals from this account shall be for reimbursement for work accomplished on the appropriate designated work tasks. The MPO shall make a monthly report to the Tri-County Regional Planning Commission accounting for the expenses incurred on the work tasks identified in the UPWP. Federal and State funds shall be requested by and dispersed directly to the MPO in accordance with agreements of the State of Illinois and the Greater Peoria Mass Transit District.

The local money for FY 2025 shall be provided by each of the participating agencies noted herein by the contributing percentage of MFT funds each such agency received in Calendar Year 2023.

Community	2023 MFT Allotment	2023 MFT %	FY 2025 Contribution
Peoria County	\$ 2,193,728.28	22.37%	\$ 53,661.42
Tazewell County	\$ 1,735,433.88	17.70%	\$ 42,450.95
Woodford County	\$ 605,737.76	6.18%	\$ 14,817.13
Bartonville, Village of	\$ 135,537.37	1.38%	\$ 3,315.42
Chillicothe, City of	\$ 139,709.52	1.42%	\$ 3,417.47
Creve Coeur, Village of	\$ 112,488.03	1.15%	\$ 2,751.60
East Peoria, City of	\$ 512,602.59	5.23%	\$ 12,538.92
Germantown Hills, Village of	\$ 77,788.65	0.79%	\$ 1,902.81
Morton, Village of	\$ 390,242.77	3.98%	\$ 9,545.84
Pekin, City of	\$ 723,420.78	7.38%	\$ 17,695.80
Peoria Heights, Village of	\$ 134,693.83	1.37%	\$ 3,294.78
Peoria, City of	\$ 2,579,655.89	26.31%	\$ 63,101.71
Washington, City of	\$ 366,395.50	3.74%	\$ 8,962.51
West Peoria, City of	\$ 97,190.22	0.99%	\$ 2,377.40
CityLink	N/A	N/A	\$ 3,800.00
Local Match			\$243,633.76

Any surplus of local matching money with accumulated interest will remain on deposit in the special bank account managed by the MPO with any excess from previous years and may be used for such purposes and projects as designated by the Tri-County Regional Planning Commission.

This agreement is approved as indicated by signature of an agent of the undersigned participating agency represented on the Tri-County Regional Planning Commission:

Peoria County	_____	Date	_____
Tazewell County	_____	Date	_____
Woodford County	_____	Date	_____
Bartonville	_____	Date	_____
Chillicothe	_____	Date	_____
Creve Coeur	_____	Date	_____
East Peoria	_____	Date	_____
Germantown Hills	_____	Date	_____
Morton	_____	Date	_____
Pekin	_____	Date	_____
Peoria	_____	Date	_____
Peoria Heights	_____	Date	_____
Washington	_____	Date	_____
West Peoria	_____	Date	_____
GPMTD	_____	Date	_____



Illinois Department of Transportation

Office of Highways Project Implementation / Bureau of Local Roads & Streets
2300 South Dirksen Parkway / Room 205 / Springfield, Illinois / 62764

March 4, 2024

CIRCULAR LETTER 2024-09

Category: **NOTICE OF FUNDING OPPORTUNITY (NOFO)**

STATEWIDE PLANNING AND RESEARCH FUNDS (SPR) - EXTERNAL NOTICE OF FUNDING OPPORTUNITY

COUNTY ENGINEERS / SUPERINTENDENTS OF HIGHWAYS / MUNICIPAL ENGINEERS / DIRECTORS OF PUBLIC WORKS / MAYORS / METROPOLITAN PLANNING ORGANIZATIONS – DIRECTORS / TOWNSHIP HIGHWAY COMMISSIONERS / CONSULTING ENGINEERS

PROGRAM INFORMATION & SCHEDULE:

The Illinois Department of Transportation (Department) provided a Notice of Funding Opportunity (NOFO) on February 29, 2024, for the annual Statewide Planning and Research (SPER) Funds Program to our external partners. The Funding Opportunity Number is 25-1439-01. This program is listed in the Catalog of State Financial Assistance (CSFA) as 494-00-1439.

Detailed program guidance can be found via the link to the Department's [Planning Website](#)

Statewide Planning and Research Program (SPR) funds are federal funds for planning and research activities. The funds are used to establish a cooperative, continuous, and comprehensive framework for making transportation investment decisions and to carryout transportation research activities throughout the State. The funding available for this program in FY 2025 is approximately \$7 Million. A 20 percent non-federal match is required for these federal funds except in certain circumstances including if the project benefits a disadvantaged/economically distressed community.

All proposed projects should be related to studying or implementing a goal, strategy or objective within the state's Long-Range Transportation Plan (LRTP) or one of its associated plans, implementing performance-based program development, implementing asset management or benefiting a disadvantaged/economically distressed community. IDOT will evaluate proposed projects based on those criteria.

The overall program schedule is as follows, which includes a link for registration and attendance for an Informational Webinar:

- **February 29, 2024** - Call for Projects Opened
- **March 13, 2024** – Informational Webex 10:00-12:00 p.m. [Webinar Link](#)
- **April 14, 2024** - Applications due 11:59:59 CDT
- **Summer 2024** - Awards Announced

CHANGE IN SPR PROGRAM FOR FFY 2025:

Please note that Local Public Agencies (LPA) are exempt from GATA Requirements. This exemption does not apply to state universities or agencies. Each applicant must review the Notice of Funding Opportunity (NOFO) and the Program Guidance in detail for complete understanding. The NOFO and the Program Guidance can be found via the following link: [Planning Website](#)

If you have any questions regarding this Circular Letter or any questions related to this opportunity, please contact Michael Vanderhoof at (217-782-8080) or Michael.Vanderhoof@illinois.gov.

Sincerely,



George A. Tapas, P.E., S.E.
Bureau Chief of Local Roads and Streets



Michael Vanderhoof
Bureau Chief of Planning

cc: Aaron Metzger, Illinois Association of County Engineers
Molly Rockford, Illinois Association of County Engineers
Brad Cole, Illinois Municipal League
Jerry Crabtree, Township Officials of Illinois
Arnie Vegter, Township Highway Commissioners of Illinois
Chris Hall, FHWA – Illinois Division Administrator (Acting), FHWA
Holly Bieneman, Director, Office of Planning & Programming, IDOT