

# Fiscal Year 2022



## Chariton Valley

PLANNING & DEVELOPMENT

# TRANSPORTATION PLANNING WORK PROGRAM

**Chariton Valley Transportation Planning Affiliation—RPA 17**

**Serving the counties of: Appanoose, Clarke, Davis, Decatur, Lucas, Monroe, and Wayne  
City of Centerville, 10-15 Transit and Southern Iowa Trolley**

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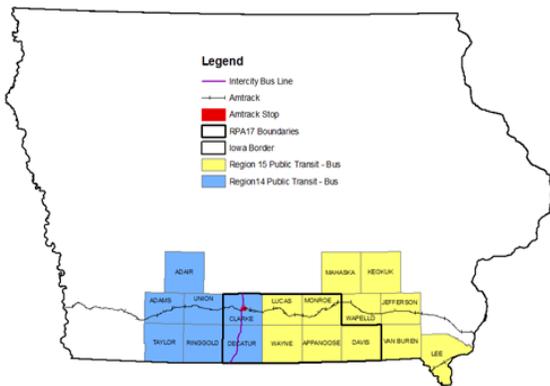
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<b>Introduction – Transportation Planning Work Program Development</b>	<b>3-4</b>
<b>Regional Transportation Concerns</b>	<b>4</b>
<b>Regional RPA17 Population &amp; Land Size</b>	<b>5</b>
<b>Regional Transportation Needs &amp; Issues</b>	<b>5-6</b>
<b>Regional Goals</b>	<b>7</b>
<b>Regional Organizational Structure</b>	<b>8</b>
<b>Executive Policy Board Members</b>	<b>8</b>
<b>Technical Advisory Committee Members</b>	<b>9</b>
<b>RPA-17 Planning Staff</b>	
<b>Planning Work Elements</b>	<b>10</b>
<b>Transportation Planning Work Programming (TPWP)</b>	<b>10</b>
<b>Transportation Improvement Program (TIP)</b>	<b>11</b>
<b>Public Participation Plan (PPP)</b>	<b>12</b>
<b>Long Range Transportation Plan (LRTP)</b>	<b>13</b>
<b>Project Administration/Management</b>	<b>14</b>
<b>Passenger Transportation Plan (PTP)</b>	<b>15</b>
<b>Supplies</b>	<b>16</b>
<b>Work Elements Percentage Estimates &amp; Planning Schedule</b>	<b>17</b>
<b>TPWP Revisions</b>	<b>18-19</b>
<b>Budget Summary for Work Elements FY22</b>	<b>20</b>
<b>Resolution Adopting FY22 TPWP</b>	<b>21</b>
<b>Contact Information</b>	<b>22</b>
<b>Cost Allocation Plan</b>	

## INTRODUCTION: Transportation Planning Work Program Development



The information provided in the Chariton Valley Planning and Development Transportation Planning Work Program (TPWP) for State Fiscal Year (SFY) 2022 was developed through the cooperation of city and county governments in the counties of Appanoose, Davis, Decatur, Clarke, Lucas, Monroe, and Wayne Counties known as Regional Planning Affiliation (RPA) 17. County Engineers, economic development organizations, transit providers, special interest groups, and general public were also consulted

through a public participation process. Each year the planning agency compiles work elements that need to be completed for the fiscal year and presents to both TAC & Policy boards. Those elements include TIP completion of projects, TPWP for budgeting element, LRTP for plan update every 5 years or when needed for regional needs, PTP for transit plan updates every 5 years for full plan and every year for holding public meetings, PPP for any notices, meetings that would involve public comments and Admin for all administrative service needs from reimbursements, meeting planning, and meetings. All elements are discussed with both boards and approved for delivery of work elements.

The TPWP outlines projects supported and sponsored by the RPA17 region. Projects included in the program include planning activities for fulfillment of the FAST Act & SWAP funding sources. Those projects are programmed and funded partially through RPA17 approval and federal funding sources. Fiscal year 2022 will start July 1, 2021 and will be completed June 30, 2022.

### Funding History:

On December 4, 2015, President Obama signed into law the Fixing America's Surface Transportation Act, or "FAST Act." It is the first law enacted in over ten years that provides long-term funding certainty for surface transportation, meaning States and local governments can move forward with critical transportation projects, like new highways and transit lines, with the confidence that they will have a Federal partner over the long term.

Overall, the FAST Act largely maintains current program structures and funding shares between highways and transit. It is a down-payment for building a 21st century transportation system. The law also makes changes and reforms to many Federal transportation programs, including streamlining the approval processes for new transportation projects, providing new safety tools, and establishing new programs to advance critical freight projects.

The FAST Act authorizes \$305 billion over fiscal years 2016 to 2021, including \$225.2 billion for highways and \$48.7 billion for transit; providing a \$12.9 billion increase in contract authority over the House's Surface Transportation Reauthorization and Reform

Act (STRR Act) and a \$681 million increase over the Senate's Developing a Reliable and Innovative Vision for the Economy Act (DRIVE Act).

## **Regional Transportation Concerns**

Just like many other regions in the state, CVTPA- RPA17 region continues to be concerned with the limited or reduced capital funding and local resources that are allocated to the region and each county. The limited amount of funds cause major concerns with bridge replacements, new construction, road maintenance and other transportation needs in the state.

Roadways form the backbone of the transportation network in the rural region of RPA17/Chariton Valley Transportation Planning Affiliation, as well as the state and nation. The movement of goods and people require a road network to allow efficient transport from origin to destination. Even movement by other modes of transportation, such as air, rail, transit and trails, often require the use of roads to move between the airport, railhead, and trailhead and their original destination. Roads allow the transport of people and goods over long and short distances. Highways and Interstates that make up the National Highway System allow for high-speed vehicle movement over long distances with few interruptions, which make up the primary road network. A system of major/minor arterials and collectors form the secondary road system and connect the primary roads to the local street system. The interconnection of these three networks allows for the seamless movement of goods and people from origin to destination in the region or beyond.

CVTPA region has approximately 652 miles of county maintained hard surfaced roads. The major highways through the region are Interstate 35, U.S. Highways 69, 65, and 63, and Iowa Highways 34, 14, 5, 2 and 202. It is an asset to have state and/or federal highways that bisect all counties north to south and east to west. County roads throughout the RPA 17 region also follow this same grid pattern to provide good access to most regions in the area.

Along with hard surfaced roads there are also approximately 6,000 miles of Level A and Level B roads. These roads are predominately used to access fields and bring crops to market as well as connect rural homes and farms. Approximately 1,255 miles of roadway are highway, 3,967 miles are gravel and 1,942 miles are Farm-To-Market Roads. Increasingly larger and larger farm machinery is taking a toll on the condition of Level A and Level B roads throughout the area and will continue to be a mounting maintenance problem.

## Regional RPA17 Population & Land Size

County/City	Population	Size
Appanoose	12,352	516 sq mi
Clarke	9,374	432 sq mi
Davis	8,966	505 sq mi
Decatur	7,950	533 sq mi
Lucas	8,534	434 sq mi
Monroe	7,845	434 sq mi
Wayne	6,476	527 sq mi
City of Centerville	5,446	4.89 sq mi

Source: US Census Survey - 2017

## Regional Transportation Needs & Issues

The key findings for the RPA 17 transportation region have identified in the Long-Range Transportation Plan and will be updated during the plan update process. Those findings are as follows:

- Maintenance of the existing regional highway network is a critical need. As a complete network, preservation, reconstruction, and rehabilitation and safety improvements are a higher priority than capacity building and new facility construction.
- Obtaining adequate funding to maintain the existing roadways within the region is a great concern. A major surface concern is the lack of funding available in counties to allow for appropriate rock on secondary roadway systems as well as shoulder expansion needs.
- Obtaining funding to construct transportation facilities that enhance economic development or result in job creation or retention is desired.
- Highway Safety
- Bridges
  - CVTPA Long Range Technical Advisory Committee has identified the need for bridge replacement and repair as one of the primary concerns for this region. There are approximately 1,239 bridges in the RPA 17 region and of those 392 are identified by DOT as needing repair or structurally deficient. Approximately 32% of the bridges are in serious need of repair to allow continued travel in upcoming years.
- Railway
  - Rail lines see heavy use with considerable amounts of freight passing through the region. Rail access is important for large businesses and industry and should be preserved throughout the region and critical for economic stability or progress.

- Air
  - There are 5 categories for air. Commercial, Enhanced Service, General, Basic and Local. RPA 17 region has no commercial or enhanced services airports.
  - Chariton (Basic Service), Bloomfield (Basic Service), Osceola (General Service) and Centerville (General Service) as well as Lamoni (Local Service), and Albia (Local Service). Airports continue to pursue federal, state and local funds for planned improvements to their facilities. This will help them to continue to meet the needs of business and industry and to attract new aviation based services. Many smaller airports in the region struggle to fund the operations and improvements to their airports. The current LRTP update will identify these airports and general information for services.
  - However, there is a need to update the zoning ordinances at each airport in the region from time to time. In 2018, both the City of Albia and City of Centerville Airports updated their zoning ordinances.
- Public Transit
  - Public transit is primarily provided for within the regional by two transit providers – Southern Iowa Trolley (SIT) and 10-15 Transit. Obtaining new and replacement vehicles is a high priority for both transit agencies. The region’s transit providers must maximize the use of existing resources and coordinate services with human service agencies to provide the most public transit capability throughout the region. Transit needs for general public users are also identified.
- Trails
  - Funding assistance is essential for trails development and more funding is needed. Trails projects often lack the needed local match dollars due to sparse population and the high number of low-income residents in the region. Coordination among local jurisdictions, local trails committees, and the Iowa DOT in order to make further bicycle and pedestrian improvements is encouraged. A new regional trails plan will be developed and will be more comprehensive on what is located in the region.
- Small Community Needs – Communities within the region that do not have a sub-allocated amount of funding for projects.
  - Contact your county engineer’s office to review requirements and eligible routes for application. (Estimated timeline 1 to 2 fiscal years)
  - \*Must have population less than 5,000
  - \*To use STBG -Must be a designated major collector route
  - \*To use SWAP – can be major or minor collector



## Regional Goals

1. Support the economic vitality of the region, state and federal especially enabling global competitiveness, productivity, and efficiency;
2. Increase the safety & security of the transportation system for motorized and non-motorized users;
3. Increase accessibility and mobility of people and freight;
4. 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;
5. Enhance the integration and connectivity of the transportation system, across and between modes for people and freight;
6. Promote efficient system management and operations; and
7. Emphasize the preservation of existing transportation systems;
8. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts on surface transportation;
9. Enhance travel and tourism.

## Regional Organizational Structure

The Technical Advisory and Policy boards are involved in the development of the regional STBG funding planning, along with the programming of Transportation Alternative Program (TAP) that allows for enhancement type projects such as trails, scenic byway and safe routes to school and environmental impacts. The application deadline for TAP funding to the regional RPA is December 1, with a review by local RPA and DOT. Final approval of the project will be programmed during the TIP development process for the next fiscal year.

Technical Advisory members contributed to projects elements of the draft TPWP which is reviewed with the Policy Board for approval. General information was distributed to the public via newsletters, press releases, and informational posts at [www.charitonvalleyplanning.com](http://www.charitonvalleyplanning.com) or on the Chariton Valley Planning & Development Facebook page. All meetings are open to the public.

### **EXECUTIVE POLICY BOARD MEMBERS**

The Executive Policy Board is a group of elected officials appointed to CVTPA by member counties and cities within the region. This BOARD review and approves ALL documents that are prepared and necessary for the region. They determine all policy and make all decisions on behalf of the seven-county entity. The Executive Board meets on a quarterly basis throughout the year and when needed for documentation approval.

<i>Name</i>	<i>Title</i>	<i>County, City or Agency</i>
Mark McGill	Board of Supervisor	Appanoose County
Jan Spurgeon	City Councilperson	City of Centerville
Dean Robins	Board of Supervisor	Clarke County
Ron Bride	Board of Supervisor	Davis County
Dan Christensen	Board of Supervisor	Decatur County
Dennis Smith, Chair	Board of Supervisor	Lucas County
Steve Fenton	City Councilperson	City of Chariton
Denny Amoss	Board of Supervisor	Monroe County
Richard Clark	Mayor	City of Albia
David Dotts	Board of Supervisor	Wayne County
Larry Keller	Board of Supervisor	SIT – Clarke County



**TECHNICAL ADVISORY COMMITTEE MEMBERS**

The Technical Advisory Committee is composed of county engineers, economic development professionals, and transit directors from the seven-county region. The committee provides data and technical assistance to CVPD for the preparation of the Transportation Work Program (TPWP), the Passenger Transportation Plan (PTP), Long Range Transportation Plan (LRTP), Trail’s plan and the fiscal Transportation Improvement Plan (TIP). The TAC committee will review and submit their recommendation to the Executive Policy Board for final approval and submission to IDOT. The Technical Advisory Committee meets monthly throughout the year. (when needed) All members of TAC have a voting capacity.

<i>Name</i>	<i>Title</i>	<i>County, City or Agency</i>
Brad Skinner	County Engineer	Appanoose County
Bill Buss	Economic Development	Appanoose Co. Econ. Dev.
Dillon Davenport	County Engineer	Decatur County
David Dotts	Economic Development	Wayne County Econ. Dev.
Ryan Schock	County Engineer	Davis County
Christian Boehmer	County Engineer	Clarke County
Todde Folkerts, Chair	County Engineer	Lucas County
Jeremiah Selby	County Engineer	Monroe County
Dan Tometich	Economic Development	Monroe Co. Econ. Dev.
Randy Zerr	County Engineer	Wayne County
Jay Allison	Transit Director	10-15 Transit
Leesa Lester	Transit Director	Southern Iowa Trolley

**RPA -17 PLANNING STAFF**

The planning staff is provided by Chariton Valley Planning & Development Council as the planning administrators to the CVTPA region. They provide the professional staff to prepare all required documents for both TAC & Policy Boards to review and approve as well as submit to IDOT for final acceptance. Planning staff have no voting capacity.

<i>Name</i>	<i>Title</i>	<i>Agency</i>
Nichole L. Moore	Executive Director	Chariton Valley Planning & Development Council
Julie Pribyl	Program Support Specialist	Chariton Valley Planning & Development Council

IDOT District Planner provides regional support and guidance to CVPD and both TAC & Policy Boards on the requirements and programs that are requested. They may also provide information to the regional from the state and federal levels. DP has no voting capacity.

<i>Name</i>	<i>Title</i>	<i>Agency</i>
Hector Torres-Cacho	District 5 Planner	Iowa Department of Transportation

## Planning Work Elements for FY 2022

### Transportation Planning Work Programming (TPWP)

#### A. Task Objective

Activities included in the TPWP represent the commitment to develop, to monitor, to maintain, and to complete the work elements contained in the work program for the upcoming fiscal year. Annually prepare a program to identify and direct the RPA's transportation planning activities. Prepare the budget and cost allocation for approval.

#### B. Previous Accomplishments

Development and implementation of task goals and objectives for integration into local, area, and state, and nation-wide activities.

- Completed FY2021 TPWP work activities and reimbursement requests that were provided.
- Provided a budget for planning elements.
- Preparation of the FY22 TPWP and Cost Allocation

#### C. Project Description

Development and implementation of task goals and objectives for integration into local, area, and state and nation-wide activities.

- Develop & Initiate FY2022 transportation planning activities
- Project justification and time scheduling
- Meeting preparation & participation
- Draft Documents to be reviewed by committees and public
- Development of task budgets and benchmarks
- Secure Department of Transportation concurrence
- Launch public participation

Participate in regional, state and national forums related to transportation including Federal Transit workshops.

#### D. Tentative Schedule

May 2021- Draft TPWP submitted to TAC & Policy Committees for review

April 1, 2021 – Draft TPWP due to IDOT

June 1, 2021 – Final TPWP due to IDOT

#### TPWP Budget Summary

Personnel	Staff Hours	Cost
<b>Total CVPD</b>	100	\$ 6,631

#### TPWP Funding Summary

Source	Funding Amount
<b>Federal</b>	\$ 5,305
<b>Local Match</b>	\$ 1,326

## Transportation Improvement Program (TIP)

### A. Task Objective

Preparation of a comprehensive program of information that contains supported regional projects that intend to use federal-aid programs such as Surface Transportation Block Grant (STBG), Transportation Alternatives (TAP), and transit for a four-year, federal fiscal schedule. Also included in the TIP are National Highway System (NHS), bridge, and multi-modal projects targeting federal transportation dollars as well as SWAP requirements.

### B. Previous Accomplishments

Identified and prioritized inter-modal transportation projects in the four-year program.

- CVPD collected and conveyed highway, bridge, transit, and transportation alternative projects with county engineers and regional committee.
- FY22-25 TIP was developed and approved.
- Implemented TIP amendment/modification requests during fiscal year.
- Finalized Small Community application process and STBG regional project identification process

### C. Project Description

Identify and prioritize inter-modal transportation projects in the four-year program.

- CVPD will collect information and convey any changes to highway, bridge, transit, and transportation alternative projects with TAC & Policy Boards. Review any new SWAP updates.
- TPMS Management training with IDOT.
- Public review of Draft/Final document
- Obtain comments and approval for advancement of prioritized projects in TIP.
- Complete TIP amendments for unforeseen project changes on eligible projects.
- Collect project information forms and facilitate TAC & Policy discussions to determine which projects will be able to receive funding. Inclusion of projects in TPMS with Engineers & Transit Directors for highway construction, bridge, transit, and TAP projects into FY'23-'26 TIP for review.
- Review plan with CVTPA Technical Committee and Policy Board and obtain Department of Transportation (DOT), Federal Transit (FTA) and Federal Highway Administration (FHWA) concurrence.
- Provide funding targets for the region for STBG, TAP Flex and TAP.

### D. Tentative Schedule

April 2021 – Provide draft TIP/TPMS information on projects to TAC Committee for review for final programming

April/May, 2021 – TAC/Policy review draft TIP considered adoption of final

July 2021- FINAL TIP approval and submission to IDOT

#### TIP Budget Summary

Personnel	Staff Hours	Cost
<b>Total CVPD</b>	100	\$ 6,631

#### TIP Funding Summary

Source	Funding Amount
<b>Federal</b>	\$ 5,305
<b>Local Match</b>	\$ 1,326

## Public Participation Plan (PPP)

### A. Task Objective

Outline of RPA 17's commitment to implement a viable, active, and productive public involvement process for transportation planning input and product development activities.

### B. Previous Accomplishments

CVPD facilitated methods of getting the public involved in the planning processes. Continue to assess the public needs for region.

- Provided Public Hearings for TIP Amendments, notifications for meetings, publication notices.
- Continue to review PPP document – for the requirements needed with the planning updates.
- Continue to provide public information on transportation updates to committees and groups in region.

### C. Project Description

Methods for getting the public more involved in planning processes

- Continue with outreach emphasis to minorities, elderly, and under-represented population in region.
- Identification of target populations, groups and work with health and human service agencies
- CVPD will have notification of transportation priorities and open forums with minutes available at the local public office for general circulation.
- Attend general public meetings when needed
- Environmental Justice, Disseminate & Solicit Public input
- CVPD will provide news releases, newsletter publication with CVPD, mail communications, submit public hearing notices for publication, updates and information on CVPD FB page, website maintenance.
- CVPD will continue to gather and update electronic information distribution and databases.
- CVPD will continue to have communication and coordinate recommendations & comments to the CVTPA boards.
- Title VI – post any updated information posters
- Release of information related to public use of funds – via newspaper publication and postings.
- Need to update PPP for any minor changes in the plan, board members, etc.
- Provide trolley support with scheduling, Facebook information & outreach, brochures, and general education of the trolley use and history.

### D. Tentative Schedule

July 2021 to June 2022– Continue to review current PPP process with TAC & Policy Committees and implement the required publications and notices for meetings.

Continued outreach for public involvement – meetings, notices, publications when needed.

### PPP Budget Summary

Personnel	Staff Hours	Cost
<b>Total CVPD</b>	865	\$ 57,358

### PPP Funding Summary

Source	Funding Amount
<b>Federal</b>	\$ 45,887
<b>Local Match</b>	\$ 11,471

# Long Range Transportation Plan (LRTP)

## A. Task Objective

The transportation planning process is intended to be comprehensive, collaborative, and continuing guidance for the document for project selection. The RPA has determined that a multi-modal plan and specific modal plans will be providing a comprehensive transportation plan for the region. It is a 20-year plan for future needs, projects and funding options. Update occurs every 5-years for revisions.

## B. Previous Accomplishments

Reviewed and revised components of the twenty-year intermodal transportation plan.

- Collected data and information plan update.
- Continue to gather data for local trails as new projects are added include in regional trails plan.
- Refinement of TAP projects.
- TAC & Policy Boards may review the approved LRTP 2017-2040 for potential new projects and needs.
- Provide information in Comprehensive Plans, and other documents when needed.

## C. Project Description

The plan elements will include, but may not be limited to:

- Work with Trails committees on continued updates for the Trails Plan.
- Review Prioritization, Feasibility, locations, concepts. Goals & Objectives and basic costs
- Work with all regional airports in the RPA17 region on zoning updates & funding options.
- Research opportunities for funding of transportation facilities in the region.
- Hold public meetings identifying transportation needs and what the plan is used for in the region.
- Continued outreach in region on transportation elements.
- Finalize LRTP and Trails Plans for region by April 2022.
  1. Census Data collection
  2. SWOT analysis
  3. Goals & Objectives current to region
  4. Public Uses of transportation
  5. Complete the draft document chapters for review

## D. Tentative Schedule

July 2021 to June 2022– Public updates and information when needed and continue to review needs, surveys, and any changes of plan with TAC & Policy Boards.

### LRTP Budget Summary

Personnel	Staff Hours	Cost
<b>Total CVPD</b>	350	\$ 23,209

### LRTP Funding Summary

Source	Funding Amount
<b>Federal</b>	\$ 18,567
<b>Local Match</b>	\$ 4,642

## Project Administration/Management

### A. Task Objective

A tactical process for affiliation support and outreach. Compile meeting packets and support documents for RPA regional meetings, outreach with DOT, submission of documentation of planning projects. Disseminate information that is needed for the region.

### B. Previous Accomplishments

- Interpreted Congressional and state requirements
- Assisted in development of priorities
- Provided TAC & Policy meetings notices, documents and information.
- Filed all PTP updates, LRTP drafts documents, current FY TIP, TIP amendments, TPWP with IDOT.
- Identified rules and procedures for committee structures
- Served as clearinghouse for transportation planning resources
- Completed Fiscal Audit for FY20 with CVPD.
- Related Administrative Activities

### C. Project Description

- Interpret Congressional and state requirements under FAST ACT & the new SWAP and budget constraints.
- Assist in development of priorities for new funding in region.
- Technical Assistance to cities/counties/agencies for transportation related projects, issues, and concerns.
- Provide transportation resource to the region for any activity related to the transportation planning areas. Programming, planning, publications, cooperating with IDOT on elements that may not fall in a specific category.
- Work with regional district office for local IDOT funded projects.
- Identify rules and procedures for committee structures
- Reporting practices as determined by Iowa DOT
- Serve as clearinghouse for transportation planning resources
- Maintain balance and planning STBG & TAP funding with program elements.
- Related Administrative Activities – collection of data for plans, filing, retention of financial records for financial auditing purposes. Attendance to Quarterly DOT meetings

### D. Tentative Schedule

- Monitor FY 2022 TPWP progress and gather information for FY23
- Maintain the Chapter 28E Agreement in region.
- Contract preparation and monitoring
- Conduct a Financial Audit for CVPD.

#### Admin Budget Summary

Personnel	Staff Hours	Cost
<b>Total CVPD</b>	700	\$ 46,417

#### Admin Funding Summary

Source	Funding Amount
<b>Federal</b>	\$ 37,134
<b>Local Match</b>	\$ 9,283

## Passenger Transportation Plan (PTP)

### A. Task Objective

Preparation and data collection of the passenger transportation plan (PTP) for annual minutes with support of transit planning process and future needs & objectives. Improve transportation services, create a greater efficiency for transit services. Minutes will be sent to DOT along with complete plan.

### B. Previous Accomplishments

- The approved full update in April 2021 of the PTP.
- Held public county meetings to review the transit needs & identify providers.
- Working on securing dedicated hours in other counties in region for 10-15 transit.
- Public outreach for transit needs.
- Discussion with Transit Directors on information from county meetings that updates the transit needs.
- Provided outreach on what transit services are available in each county.
- Worked with Mental Health on obtaining vouchers for transit use with 10-15 Transit.
- Worked with service providers and transit to establish times, routes, fees, etc for public flyers.

### C. Project Description

- Data collection and direct outreach to public health and human service agencies to keep list updated.
- Host and/or attend public meetings to collect passenger transit related needs for plan update.
- Analysis of goals and objectives related to ridership.
- Hold public meetings with agencies, individuals and districts for transit needs and concerns.
- Outreach with 10-15 Transit & SIT to provide assistance on needs in region of service.
- Work on voucher system in other counties.
- Work with Centerville Trolley on routes, scheduling and needs.
- Work on transit PTP update for FY23.

### D. Tentative Schedule

July 2021- June 2022 – Hold 2 meetings to review transit needs/concerns for update information with transit advisory group.

May/June 2022 – CVTPA review PTP update with TAC & Policy committees.

July 2022 – Final PTP update meeting notes to DOT for acceptance.

#### PTP Budget Summary

Personnel	Staff Hours	Cost
<b>Total CVPD</b>	225	\$ 14,920

#### PTP Funding Summary

Source	Funding Amount
<b>Federal</b>	\$ 11,936
<b>Local Match</b>	\$ 2,984

# Supplies

## A. Task Objective

Program supplies, software and computers needed for planning requirements.

## B. Previous Accomplishments

- None

## C. Project Description

- Office supplies, computer software and computers needed for planning requirements of the RPA needs.

## D. Tentative Schedule

July 2020- June 2021 – Purchase office supplies, computer software and computers as needed for completion of work elements.

### Supplies Budget Summary

Personnel	Staff Hours	Cost
<b>Total CVPD</b>		\$ 5,000

### Supplies Funding Summary

Source	Funding Amount
<b>Federal</b>	\$ 4,000
<b>Local Match</b>	\$ 1,000

## Work Element Percentage Estimates & Planning Schedule

Programs and activities of the Chariton Valley Planning and Development are sponsored in part by the U.S. Department of Transportation, Federal Highway Administration and Federal Transit Administration. Project partners include the Iowa Economic Development Authority, Iowa Department of Cultural Affairs, regional tourism and economic development agencies and local governments from Appanoose, Clarke Davis, Decatur, Lucas, Monroe, Wayne, and contiguous Iowa counties.

Elements	Percentage of Program	Staff Hours
Transportation Planning Work Program (TPWP)	4%	100
Public Participation Plan (PPP)	37%	865
Transportation Improvement Programming (TIP)	4%	100
Long Range Transportation Plan (LRTP)	15%	350
Program Administration	30%	700
Passenger Transit Plan (PTP)	10%	225
<b>Total</b>	<b>100%</b>	<b>2340</b>

*No contractor hours will be required for planning elements at this time.*

### Transportation Planning Activities Schedule

#### Planning Elements

The following planning elements will be completed during FY2022.

- Execute contracts with IDOT and CVPD for funding activities.
- Complete TPWP for FY2022 with Cost Allocation.
- Program funding targets for the preparation of the FY2023-2026 TIP
- Review PPP for any needed changes and have board approval.
- Complete any TIP amendments/modifications that are requested by counties.
- Technical Assistance regarding the planning elements on projects and programs.
- Public outreach and participation on LRTP elements, PTP meeting updates – (2 public meetings) and TIP & TAP projects.
- Data collection for LRTP, PTP update and TIP & TAP projects.
- Complete update of the PTP.
- Public support regarding transportation needs within the region.

## TPWP Revisions

### Overview

2 CFR 200 describes the uniform administrative rules for Federal grants and cooperative agreements and sub awards to State, local and Indian tribal governments. These requirements apply to metropolitan planning (PL) and State Planning and Research (SPR) grants. FTA has similar requirements documented in FTA Circular 5010.1C, which apply to FTA metropolitan planning grants. Iowa uses a Consolidated Planning Grant where FHWA and FTA planning funds are combined into a single fund managed through FTA's TrAMS system. The uses of these funds are documented in the work programs of the Iowa DOT, MPOs, and RPAs.

### Waiver of approvals

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

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

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

Types of revisions that require Iowa DOT approval include:

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

Types of revisions that require MPO/RPA approval include:

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

## Revision and Approval Procedures

- All revision requests from MPOs and RPAs should be submitted electronically to the Iowa DOT Office of Systems Planning and the agency's District Planner. If all necessary information is provided, the request will then be forwarded to the FHWA and FTA for review and any necessary approvals.
  - Revision requests shall, at a minimum, include:
    - A resolution or meeting minutes showing the revision's approval.
    - Budget summary table with changes highlighted/noted.
    - Modified section(s) of the plan's work elements with changes highlighted/noted.
- Revisions where **FHWA/FTA** is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.
- Revisions where the **Iowa DOT Office of Systems Planning** is the designated approving agency shall require written approval by the Iowa DOT Office of Systems Planning prior to commencement of activity or request for reimbursement.
- Revisions where the **MPO or RPA** is the approving agency shall be approved by the Policy Board.
- Notification by the approving agency will be in writing.
- All necessary TPWP approvals shall be in place prior to the commencement of activity, purchasing equipment, or request for reimbursement. More specifically, with regard to the procurement of equipment and services, there should be no notification of award, signed contract, placement of an order, or agreement with a contractor prior to receiving the necessary TPWP approvals.

## Budget Summary of Work Elements FY2022

Work Element	Total Costs	FTA 5311 New	FHWA (SPR) New	Regional STBG c/o	Regional STBG New	Total Federal Funding	Total Local Funding
TPWP	\$ 6,631	\$ 4,452	\$ 853	\$ 0	\$ 0	\$ 5,305	\$ 1,326
TIP	\$ 6,631	\$ 4,452	\$ 853	\$ 0	\$ 0	\$ 5,305	\$ 1,326
PPP	\$ 57,358	\$ 4,452	\$ 13,811	\$ 27,623	\$ 0	\$ 45,886	\$ 11,472
LRTP	\$ 23,209	\$ 4,452	\$ 4,705	\$ 4,705	\$ 4,705	\$ 18,567	\$ 4,642
Admin	\$ 46,417	\$ 4,452	\$ 6,491	\$ 947	\$ 25,243	\$ 37,133	\$ 9,283
PTP	\$ 14,920	\$ 4,453	\$ 0	\$ 3,742	\$ 3,742	\$ 11,937	\$ 2,984
Supplies	\$ 5,000	\$ 0	\$ 0	\$ 4,000	\$ 0	\$ 4,000	\$ 1,000
<b>Total</b>	<b>\$ 160,166</b>	<b>\$ 26,713</b>	<b>\$ 26,713</b>	<b>\$ 41,017</b>	<b>\$ 33,690</b>	<b>\$ 128,133</b>	<b>\$ 32,033</b>

**FHWA Statewide Planning & Research (SPR) program funding is transferred to FTA 5305e funding in a consolidated planning grant application.**

**FHWA Surface Transportation Block Grant (STBG) program funding is transferred to FTA 5311 program funding in a separate FTA transfer grant application.**

### Cost Allocation

CVPD provides the cost allocation information based off previous expenses provided to the agency. Staff directs hours and expenses to each designated program element during the fiscal year based on actual costs. Those expenses are provided on a quarterly basis for reimbursement from IDOT for the federal portion of the funding contract using STBG, 5311 FTA, or SPR FHWA funding. Regional local match is invoiced to each entity at the beginning of the fiscal year. CVPD reflects the State of Iowa fiscal year as being July 1 to June 30.

Chariton Valley Transportation Planning Affiliation  
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**RESOLUTION ADOPTING THE FY2022 CVTPA TRANSPORTATION PLANNING  
WORK PROGRAM (TPWP) – RPA 17**

WHEREAS, governmental bodies in the seven county region have established the Chariton Valley Transportation Planning Affiliation (CVTPA-RPA 17); and

WHEREAS, the Chariton Valley Transportation Planning Affiliation was organized by the seven-county (7) region to fulfill the requirements of the FAST ACT and subsequent legislation by granting greater public participation in the planning and programming of transportation projects; and

WHEREAS, the Chariton Valley Transportation Planning Affiliation has developed a Transportation Planning Work Program for FY 2022; and

WHEREAS, the Federal Highway Administration makes funds available for the purpose of carrying out the transportation planning process and the Federal Transit Administration provides a portion of funds for transit planning;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CHARITON VALLEY TRANSPORTATION PLANNING AFFILIATION.

1. To adopt the FY 2022 Transportation Planning Work Program.
2. To authorize CVPD to file all necessary work program documents required by U.S. DOT & Iowa DOT and to sign all necessary work program documents and grant agreements.

Considered/Approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2021 in Appanoose County, Iowa.

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ the Resolution be adopted by the Technical Advisory Committee. The motion Passed/Failed.

\_\_\_\_\_  
Technical Advisory Chairperson – CVTPA

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ the Resolution be adopted by the Policy Board. The motion Passed/Failed.

\_\_\_\_\_  
Policy Board Chairperson -CVTPA

Acknowledgment: \_\_\_\_\_

**Chariton Valley Transportation Planning Affiliation – RPA17  
FY2022 Transportation Planning Work Program**

**Submitted to:  
Iowa Department of Transportation  
800 Lincoln Way  
Ames, Iowa 50010**

**Submitted By:  
Chariton Valley Planning & Development Council of Governments  
Nichole L. Moore, Executive Director  
308 North 12<sup>th</sup> Street  
Centerville, Iowa 52544  
641-437-4359  
[nmoore@charitonvalleyplanning.com](mailto:nmoore@charitonvalleyplanning.com)**

**The RPA17 FY2022 TPWP was prepared on behalf of the member counties, cities and transit agencies with assistance of the Technical Advisory Committee and Policy Board. Further review and approval by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and the Iowa Department of Transportation.**