Fiscal Year 2015-16
Unified Planning Work Program

(July 1, 2015 - June 30, 2016)

Lincoln MPO Technical Committee
April 30, 2015

draft

Lincoln Metropolitan Planning Organization

County-City Building
555 South 10th Street - Suite 213
Lincoln, Nebraska 68508
(402) 441-7491

UNIFIED PLANNING WORK PROGRAM

(PL-059-53)

Lincoln Metropolitan Planning Organization

Fiscal Year 2015-16

(July 1, 2015 - June 30, 2016)

Submitted by

Lincoln-Lancaster Planning Department

for the Lincoln Metropolitan Planning Organization

555 South 10th Street

Lincoln, Nebraska 68508

Technical Committee Approval

Officials Committee Approval

Metropolitan Planning Organization Endorsement

June 2015

U.S.Department of Transportation

Federal Highway Administration

Required Credit / Disclaimer Statement

"The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation."

Lincoln Metropolitan Planning Organization

UNIFIED PLANNING WORK PROGRAM

Fiscal Year 2015-16

TABLE OF CONTENTS

Introduction 1

Purpose
Planning Requirements
Certification Action
MPO Study Area
Metropolitan Planning Program
Transportation Planning Goals
Federal Requirements
Addressing Changing Federal Planning Priorities
FHWA-FTA Planning Emphasis Areas
MPO Planning Issues and Emphasis
MPO Planning Area Map

Continuing Transportation Program for FY 2015-16 9

I. Administration and Management Activities – 6100 10

A. General Program Administration (6110)
B. Certification of Transportation Planning Process (6120)
C. Unified Planning Work Program (6130)
D. PL Fund Grant Administration (6140)
E. Professional Development, Education and Training (6150)

II. Interagency and Public Outreach Activities – 6200 16

A. Transportation Planning-Related Committees (6210)
B. Public Participation Program (6220)
C. Environmental Justice Strategies (6230)
D. Annual Transportation Report and Newsletters (6240)
E. Website Management and Enhancement (6250)

III. Data Development, Monitoring and Evaluation Variables – 6300 21

A. Geographic Information Systems (GIS) (6310)
B. Demographic Database Update (6320)
C. Land Use Database Update and Maintenance (6330)
D. Community Value Factors and Surveys (6340)
E. Census Planning Activities (CTPP) (6350)
F. Transportation System Data Monitoring (6360)

IV. Short Range Planning and Programming Activities – 6400 28
A. Transportation Improvement Program (TIP) (6410)
B. Financial Resources Development and Program Phasing (6420)
C. Coordinated Transportation-Human Services Planning (6430)
D. Transportation Facilities and Site Plan Review (6440)

V. Metropolitan Transportation Planning – 6500 32
A. Long Range Transportation Plan – Review, Evaluation and Update (6510)
B. Subarea and Corridor Planning (6520)
C. Pedestrian, Bicycle and Trails Planning (6530)
D. Multi-modal Planning and Transit Coordination (6540)
E. Goods and Freight Movement Planning (6550)
F. Policy Studies and Regulation Review (6560)

VI. Transportation System Planning – 6600 40
A. Transportation Model Development and Maintenance (6610)
B. Congestion Management Process (CMP) (6620)
C. Intelligent Transportation System (ITS) (6630)
D. System Management and Operations Coordination (6640)

VII. Continuing Urban Transportation Planning Process 46
A. Lincoln MPO Cost Allocation Plan
B. Program Funding Summary Table

Transit Planning Work Program for FY 2015-16

VIII. Transit Planning Work Program – 6700 53
A. Transit Planning Program
B. Program Funding Summary Table

Other Planning Activities for FY 2015-16

IX. Environmental Studies, Programs and Coordination – 6800 57
A. Environmental Planning and Programs (6810)
B. Urban Air Quality Planning (6820)
C. Flood Plain Management Program Coordination (6830)

X. Lincoln Municipal Airport Planning – 6900 60
A. Airport Master Plan Study (6910)

Lincoln Metropolitan Planning Organization
UNIFIED PLANNING WORK PROGRAM
Fiscal Year 2015-16

Introduction

Purpose

The **FY 2015-16 Unified Planning Work Program (UPWP) for Transportation Planning for the Lincoln Metropolitan Planning Organization (MPO)** incorporates in one document all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region from July 1, 2015 through June 30, 2016. The UPWP provides a mechanism for the coordination of transportation planning activities in the metropolitan planning area, and is required as a basis and condition for all federal funding assistance for transportation planning by the joint planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

This work program describes all transportation planning activities utilizing federal funding. This program is funded primarily with PL funds; however, an MPO may use other eligible funds provided the guidelines for use of these funds are met. Other funds include Surface Transportation Program Funds (STP), National Highway Funds (NHS), Federal Transit Administration (FTA), Federal Aviation Administration (FAA) Airport Planning funds when they apply and State and Local funds. State and local funds are used to provide the non-federal match for federal planning programs.

Planning Requirements

The 1962 Federal Aid Highway Act required states and local governments to conduct cooperative, comprehensive, and continuing ("3-C") transportation planning in order to receive federal funds for highway and transit improvements. Subsequently in 1973, an amendment to this act further required the governor of each state, with local concurrence, to designate a Metropolitan Planning Organization (MPO) for every urbanized area to coordinate area wide transportation planning. On March 22, 1974, the City of Lincoln was recognized as the Metropolitan Planning Organization (MPO) for the Lincoln Metropolitan Area serving Lincoln and Lancaster County to carry out transportation planning and decision-making for the Lincoln metropolitan planning area. The"Memorandum of Understanding" between the City, County and State agreeing to cooperate in carrying out this task, was adopted on November 23, 1977.

Lincoln MPO is the designated Transportation Management Agency (TMA) and carries out its responsibilities in accordance with the pertinent federal regulations. The MPO Management Plan was updated and adopted on September 24, 2009 and the Memorandum of Agreement (MOA) for Transportation Planning and Programming by and between the Lincoln Metropolitan Planning Organization and the Nebraska Department of Roads was approved by the MPO on February 28, 2013 and the State on April 10, 2013. The MOA states that it is the intent of the MPO and the NDOR to cooperatively fulfill the pertinent federal requirements for the MPO.

Planning activities outlined in this work program respond to a variety of regulatory requirements. The *Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users* (SAFETEA-LU) of 2005 defines the structure of the metropolitan planning process. On February 14, 2007, the FHWA and FTA issued final regulations regarding metropolitan planning in response to SAFETEA-LU. The *Moving Ahead for Progress in the 21st Century* (MAP-21) Act, which became law on July 6, 2012, made some important modifications to the metropolitan planning process, primarily requiring metropolitan planning organizations (MPOs) to establish and use a performance-based approach to

transportation decision making and development of transportation plans. This work program has been developed to comply with the new MAP-21 requirements regarding metropolitan planning.

The MPO provides a forum for cooperative decision-making among responsible state and local officials, public and private transit operators, and the general public. The MPO coordinates the planning activities of all transportation-related agencies and adopt long range plans to guide transportation investment decisions. On December 1, 2011 the Lincoln MPO approved the 2040 Financially Constrained *2040 Long Range Transportation Plan* (LRTP) for the Lincoln Metropolitan Planning Area. The MPO is also responsible for capital programming through an annually-updated multi-year *Transportation Improvement Program* (TIP), which contains all federal and state funding for surface transportation projects and programs. Plans and programs are to consider all transportation modes and support community development and social goals.

Other key planning activities include promoting transportation improvements needed in the region and project development and ensuring the planning area's compliance with federal regulations affecting transportation decisions, such as the Clean Air Act Amendments of 1990 (CAAA). In meeting federal requirements, the MPO maintains the eligibility of members and transit operators for federal transportation funds for planning, capital improvements, and operations.

Each year, the Lincoln MPO prepares a *Unified Planning Work Program* (UPWP), in cooperation with other transportation agencies, to describe all metropolitan transportation and transportation-related planning activities anticipated within the area during the year. It is an integrated document that includes the work of participating transportation-related agencies, consultants and work done directly by the MPO Staff. Since the UPWP essentially serves as the master regional transportation planning funding application, it emphasizes documentation of planning activities to be performed with federal funds provided to the MPO for transportation related and transit planning activities and requires approval by both the FHWA and FTA.

Certification Action

The federal Quadrennial Certification Review of the Lincoln MPO was conducted by the FHWA and FTA in May of 2013. The Certification Review concluded there was full resolution of all previous corrective actions and no new corrective actions were cited. An Action Plan was developed to address the thirteen programmatic recommendations. In accordance with 23 CFR 450.334, the FHWA and FTA review team found that transportation planning activities in the Lincoln metropolitan area are being carried out in accordance with governing Federal regulations, policies, and procedures and jointly certified the transportation planning process in the Lincoln metropolitan area through September, 2017.

MPO Study Area

The Lincoln MPO Metropolitan Planning Area (MPA) includes of the Lincoln urban area and all of Lancaster County. Lancaster County contains approximately 839 square miles of land, and according to Census 2010 had a population of 285,407. The City of Lincoln is located at the geographical center of the county and currently covers approximately 90.48 square miles of land with a 2010 population of 258,379. The population of the city of Lincoln makes up approximately 90 percent of the population of Lancaster County. There are eleven other incorporated communities containing approximately 2.8 percent of the population and one second-class city in Lancaster County. The largest of these is Waverly, the second-class city, with a 2010 population of 3,277. The other villages and cities ranged in population between 142 and 1,657. There also are nine unincorporated communities in the county.

Metropolitan Planning Program

Metropolitan Planning Funds (PL Funds) authorized under 23 U.S.C. 104(f)(3) are apportioned to States and are to be made available to the metropolitan planning organizations responsible for carrying out the provisions of 23 U.S.C. 134. Each State develops an allocation formula for the combined apportionment to distribute PL Funds to MPOs representing urbanized areas within the State. There are three MPOs located within the state of Nebraska (Omaha, Lincoln, South Sioux City). The estimated distribution of PL Funds for FY2015 (below) is based upon the current State distribution formula based upon the Census 2000 Urban Area population. This figure may be adjusted to address the 2010 Census data.

MAPA (656,462)	Lincoln (258,719)	SIMPCO (16,576)	Grand Island (50,440)	Total *
$901,775	$379,638	$61,765	$106,210	$1,449,388

* These are New PL Funds for FY 2015-16

Transportation Planning Goals

In 2011, the Lincoln MPO adopted a set of policy goals that developed through the assistance of the Lincoln Planning Advisory Committee (LPAC). These seven goals were presented to the public which provide direction in the transportation planning evaluation process.

1. Maintain the existing transportation system to maximize the value of these assets.
2. Improve the efficiency, performance and connectivity of a balanced transportation system.
3. Promote consistency between land use and transportation plans to enhance mobility and accessibility.
4. Provide a safe and secure transportation system.
5. Support economic vitality of the community.
6. Protect and enhance environmental sustainability, provide opportunities for active lifestyles, and conserve natural resources.
7. Maximize the cost effectiveness of transportation.

These goals are broad in scope and also encompass a variety of strategies and objectives. Together, these goals along with the associated strategies and objectives in the LRTP provide a framework for setting out core principles for regional transportation planning. MAP-21 also requires the planning process to consider projects and strategies that address eight specific planning factors. These eight planning factors are expressed in one or more of the MPO policy goals, objectives and strategies and are considered when developing the LRTP.

Federal Requirements

MAP-21 continues support for transportation planning activities that maximize mobility and accessibility, and protect the human and natural environments. This is achieved through a continuing, cooperative, and comprehensive transportation planning process that results in a long-range transportation plan that is implemented in a short range program of projects.

The five major components feed into the development of the long range plan and short range program.

1. Public Involvement - Significant emphasis is placed on broadening participation in transportation planning to include key stakeholders who have not traditionally been involved, including the business community, members of the public, community groups, and other

governmental agencies. Effective public involvement will result in opportunities for the public to participate in the planning process.

2. <u>Metropolitan Planning Factors</u> - The metropolitan planning process must explicitly consider and analyze, as appropriate, eight planning factors defined in MAP-21 that reflect sound planning principles.

(1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
(2) Increase the safety of transportation system for motorized and nonmotorized users;
(3) Increase the security of transportation system for motorized and nonmotorized users;
(4) Increase the accessibility and mobility options available to people and for freight;
(5) Protect and enhance the environment, promote energy conservation, and improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
(6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
(7) Promote efficient system management and operation; and
(8) Emphasize the preservation of the existing transportation system.

3. <u>Congestion Management Process</u> - Federal regulations requires MPOs to establish and implement a process that provides for effective management and operation of the transportation system which addresses congestion within a metropolitan planning area serving a Transportation Management Area (TMA). The Congestion Management Process (CMP) is to be a systematic process that provides information on transportation system performance and is to serve as a practical tool for the transportation planning staff and decision-makers in identifying and implementing strategies that enhance the mobility of people and goods in the metropolitan area.

4. <u>Air Quality Conformity Process</u> - The linkage of transportation planning with the transportation conformity requirements of the CAAA remains a critical factor. The essence of transportation conformity is that, in areas failing to meet federal standards for air quality, transportation plans and programs are required to be in conformance with the transportation provisions of the state's air quality plan (the State Implementation Plan or SIP), which demonstrates how the state will meet the standards. This requirement places severe restrictions on the prioritization and implementation of transportation improvement projects.

5. <u>Financial Plan</u> - Finally, MAP-21 strengthens the provisions in the SAFETEA-LU requirement that financial planning needs to be fully integrated into the transportation plan and program development process. This requirement is to encourage good financial planning and to prevent transportation plans and programs from becoming "wish-lists" of projects with no realistic chance of implementation. MAP-21 does, however, allow the inclusion of an "illustrative" listing in the long range plan of potential projects that could be implemented should additional funding become available.

Addressing Changing Federal Planning Priorities

The **MAP-21 New Requirements** calls for metropolitan planning organizations, public transportation providers and states **to establish and use a performance-based approach to transportation decision making to support seven national goals**. The USDOT must establish performance measures related to

seven goal areas for the federal-aid highway system by April 1, 2014. The goal areas include: safety, infrastructure, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, and reduced project delivery delays. The goal areas for public transportation address transit safety and transit asset management.

The states then have a year (from *circa* April 1, 2015) to establish performance targets in support of those measures; and the MPO subsequently has 180 days (*circa* October 1, 2015) to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, the metropolitan transportation plan and the transportation improvement program (TIP) are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The metropolitan transportation plan will also have to include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the plan.

FHWA-FTA Planning Emphasis Areas

The FHWA and FTA have jointly issued Planning Emphasis Areas (PEAs) for Federal fiscal year 2016. The PEAs are planning topical areas the Metropolitan Planning Organizations (MPOs) and State Departments of Transportation (State DOTs) are to address as they develop their respective planning work programs. The PEAs are based on the transportation planning priority areas highlighted in MAP-21 and focus on the strategic objectives for surface transportation proposed in the transportation planning regulations. (FHWA-FTA Letter, March 18, 2015)

The planning emphasis areas for Federal FY 2016 include:

MAP-21 Implementation

Transition to Performance Based Planning and Programming. The development and implementation of a performance management approach to transportation planning and programming that includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed toward the achievement of transportation system performance outcomes.

Regional Models of Cooperation

Promote Cooperation and Coordination across Transit Agency, MPO and State Jurisdictions – A coordinated approach with State DOTs, MPOs, and providers of public transportation to in transportation planning can improve the effectiveness of transportation decisionmaking that better support common goals and capitalize on opportunities related to project delivery, congestion management, safety, freight, livability, and commerce.

Ladders of Opportunity

Access to Essential Services – As part of the transportation planning process, planning activities will better identify transportation connectivity gaps in accessing essential services such as employment, health care, schools/education, and recreation. Work tasks will include developing and implementing analytical methods to identify gaps in the connectivity of the transportation system and developing infrastructure and operational solutions that provide the public and traditionally underserved populations with adequate access to essential services. Planning activities could also involve the identification of solutions to address those gaps.

MPO Planning Issues and Emphasis

In addition to the changing federal context, other factors that influence activities in this work plan are identified by the MPO planning advisory committee as key planning issues to be addressed over the next fiscal year. Among the key issues being addressed during this planning period include the following:

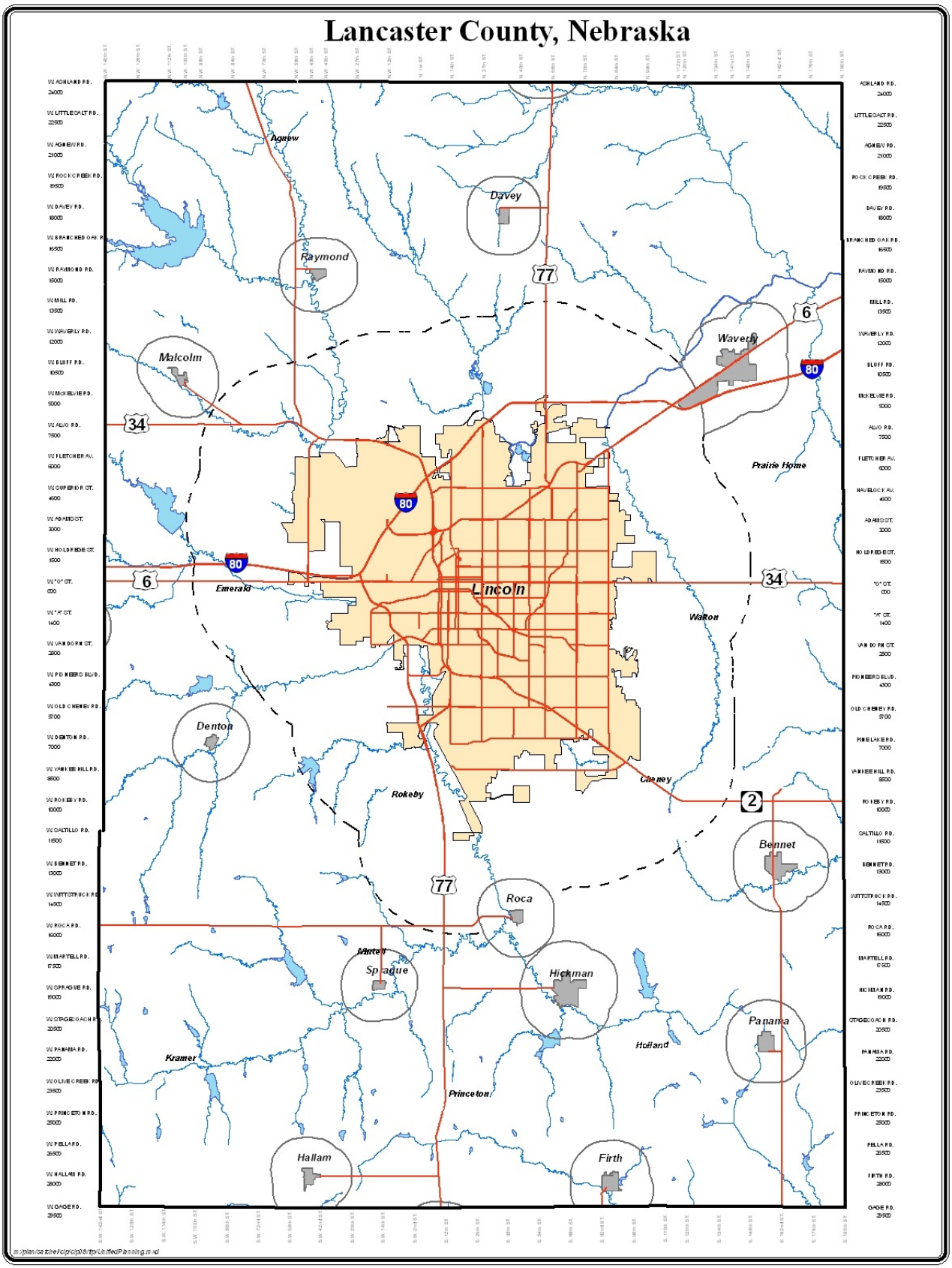
✓ **Transit Development Plan Update**
Update the Transit Development Plan by framing the necessary transit issues based upon input received during the LPlan 2040 process. The Transit Development Plan provides a framework for monitoring and modifying transit services in response to changes in development patterns and user needs, and is based on adopted standards and policies. This Transit Development Plan Update will explore how transit services should be delivered in the planning period and include a feasibility analysis of a multi-modal transportation center.

✓ **Long Range Transportation Plan Update**
Initiate the Long Range Transportation Plan (LRTP) update planning process will include the updating and development of existing and new data sources and updating and development planning tools. The land use development process for the Lincoln and Lancaster County area identifies shifts in land use types, levels of development, and patterns of growth that are critical in preparing future transportation plans. This provides the foundation for projecting future directions and policies which become the basis for assessing future transportation needs, possible facility improvements and multi-modal transportation strategies.

✓ **Travel Demand Model Update**
To ensure consistency and credibility of travel model applications for the Lincoln Transportation Plan update, Travel Demand Model input assumptions, methodologies, and processes used in the model need to be updated and validated. The base system data are to be collected, compiled and evaluated for input into the travel modeling system. The goal is to provide an integrated land use/transportation model with a multi-modal modeling framework for future land uses and travel conditions. This activity will include training of staff in the necessary tools to provide credible projections that support transportation planning and traffic engineering efforts.

✓ **Update Data and Develop New Data Sources**
Update existing transportation system data and develop new data sources as needed for monitoring, maintaining and enhancing the performance of public roadways. Fresh data is an important component of several planning tasks, such as regular updates to the Transportation Plan, the annual update of transportation improvement program for prioritizing and programming transportation projects, for engineering and safety projects and other planning studies. The availability of complete and accurate data is required for monitoring the physical state of transportation infrastructure, system congestion, maintaining aspects of roadway condition and performance.

✓ **Performance-Based Planning and Programming**
Begin the process of developing performance targets that will address performance measures and standards, and of identifying basic systemwide data needs that planning requires to create an integrated, performance-based transportation and land-use planning process that serves as a guide for long-term investment. A framework will be developed to address performance measures that will focus on a biennial System Performance Report.


Lancaster County, Nebraska
Agnew
Davey
Raymond
Malcolm
Waverly
Prairie Home
Lincoln
Emerald
Walton
Denton
Rokeby
Cheney
Bennet
Roca
Martell
Sprague
Hickman
Panama
Holland
Kramer
Princeton
Hallam
Firth
77
6
80
34
2

CONTINUING TRANSPORTATION PLANNING PROCESS

TRANSPORTATION PLANNING WORK PROGRAM

OBJECTIVE

The Unified Planning Work Program (UPWP) for the Lincoln Metropolitan Planning Organization (MPO) is to carry out the transportation planning process for the Lincoln Metropolitan Planning Area that will encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within the planning area. The multi-modal transportation planning responsibilities include guiding decisions that will support the goals and objectives of the *2040 Lincoln MPO Long Range Transportation Plan* resulting in the development of a Transportation Improvement Program (TIP) and coordination the implementation of transit services.

The overall goals identified in the Transportation Plan include:

- *Maintain the existing transportation system to maximize the value of these assets.*
- *Improve the efficiency, performance and connectivity of a balanced transportation.*
- *Promote consistency between land use and transportation plans to enhance mobility and accessibility.*
- *Provide a safe and secure transportation system.*
- *Support economic vitality of the community.*
- *Protect and enhance environmental sustainability, provide opportunities for active lifestyles, and conserve natural resources.*
- *Maximize the cost effectiveness of transportation*.
- *Enhancing aviation facilities while minimizing their effect on surrounding land uses*.

PREVIOUS WORK AND CONTINUING WORK METHODOLOGY

This section describes transportation planning activities expected to be completed prior to July 1, 2015 and activities that are expected to be conducted during FY 2015-2016. The general guidelines for these activities are included in the *MPO Management Plan for Continuing Transportation Planning in the Lincoln Metropolitan Area* and the *Memorandum of Agreement for Transportation Planning and Programming Between the City of Lincoln and the Nebraska Department of Roads*. Following the text in this section is a table that shows the agency or agencies responsible for each activity and the estimated planning costs.

I. ADMINISTRATION AND MANAGEMENT ACTIVITIES – 6100

A. General Program Administration and Coordination (6110)

Objective:
Administration and management of the transportation planning, programming, and implementation tasks to ensure the compliance with administrative, financial, and legal requirements for maintaining the comprehensive, coordinated, and continuing (3-C) transportation planning process for the Lincoln Metropolitan Planning Organization (MPO). This includes coordination of MPO transportation planning activities with the Nebraska Department of Roads (NDOR), the Federal Highway Administration, Federal Transit Administration, and participating agencies in the metropolitan transportation planning process. This includes taking actions to enhance the technical capacity of the planning process and to insure a proactive public involvement process that provides full public access to key decisions in developing both short and long range plans and programs.

Previous Work:
Program administration and management is a continuing work activity that includes the following key activities.

- Staff support to Lincoln MPO Officials Committee, Technical Advisory Committee, and other committees for planning activities, administration and public outreach which included developing notices, agendas, and minutes as needed.
- Reviewed federal/state policies and guidance regarding metropolitan transportation planning and STIP scheduling and incorporated changes as necessary.
- Maintained records and provided reports to funding agencies on the status of transportation planning activities.
- Maintained maps of street and highway functional classification and urban area boundaries.
- Monitored federal/state transportation Local Public Agency (LPA) initiatives and guidelines.
- Maintained Responsible Charge (RC) annual training to meet LPA Guidelines.
- The MPO worked with the Nebraska Department of Roads in updating the interagency Memorandum of Agreement (MOA) to clearly define roles and responsibilities of both parties in the transportation planning to ensure the 3-C process is executed as intended.

Products:
The MPO will maintain a transportation planning program and perform administrative activities necessary to ensure compliance with administrative, financial, and legal requirements for maintaining the transportation planning process and retain eligibility for federal and state funding for transportation planning and projects in the Lincoln Metropolitan Area.

The Lincoln MPO staff will manage the implementation of tasks in this work program and administrative activities that will include:

A. Preparation and review of transportation planning reports, contracts, quarterly progress reports and invoices for PL Funds, prepare meeting agenda's, and record meeting minutes.
B. Provide staff support to Lincoln MPO Officials Committee, Technical Advisory Committee, and special committee meetings or public outreach activities and develop notices, agendas, and minutes as needed.
C. Prepare and maintain the Unified Planning Work Program.
D. Comply with federal and state MPO certification requirements and review federal/state policies and guidance regarding metropolitan transportation planning and incorporate changes as

necessary.

E. Comply with federal/state transportation Local Public Agency (LPA) initiatives and guidelines
F. Review and certify the transportation planning process.
G. Update and maintain maps of street and highway functional classification within the urban area boundary and Metropolitan Planning Area (Lancaster County).
H. Continue the evaluation on the effectiveness of the MPO's outreach efforts.
I. Evaluate, as needed, the effectiveness of the MPO's Environmental Justice (EJ) efforts.
J. Continue outreach to the freight community in the transportation planning process.

Funding Summary:
Combined PL Fund, FTA and Local Funding

Functional Agency Responsibility:
Local, 100%

Schedule of Products	**Completion Dates**
A. Preparation of transportation planning reports	On-going Activity
B. Provide staff support to Lincoln MPO Committees	On-going Activity
C. Prepare and maintain the Unified Planning Work Program	June 2016
D. Work with City of Lincoln, Lancaster County and State of Nebraska	On-going Activity
E. Comply with federal regulations and state LPA Guidelines	On-going Activity
F. Review and certify the transportation planning process	On-going Activity
G. Maintain National Functional Classification and Urban Area Maps	On-going Activity
H. Continue the evaluation and enhancement of outreach efforts	On-going Activity
I. Evaluate and enhance the MPO's E.J. efforts	On-going Activity
J. Continue coordination efforts with the freight community	On-going Activity

B. Certification of Transportation Planning Process (6120)

Objective:
A self-review and evaluation of the transportation planning process for the Lincoln metropolitan area is conducted each year assessing its compliance with applicable federal metropolitan planning laws and regulations. A report is prepared, reviewed and acted upon by the Technical and Officials Committees regarding this compliance evaluation on the transportation planning process.

Previous Work:
- A self-review of the Transportation Planning Process was conducted and a report was accepted by the Technical and Officials Committees regarding *Certification that the Transportation Planning Process Complies with Applicable Federal Laws and Regulations*. The MPO and NDOR endorsed the compliance evaluation report and certified that the Planning Process for the Lincoln metropolitan area in meeting the requirements of 23 CFR 450.334(a).
- The federal **Quadrennial TMA Certification Review** of the Lincoln MPO was conducted by the FHWA and FTA in May of 2013. The Certification Review concluded there was full resolution of all previous corrective actions and no new corrective actions were cited. An *Action Plan* has been developed to address the thirteen programmatic recommendations.

  "In accordance with 23 CFR 450.334, the FHWA and FTA review team found that transportation planning activities in the Lincoln metropolitan area are being carried out in accordance with governing Federal regulations, policies, and procedures and jointly certified the transportation planning process in the Lincoln metropolitan area through September, 2017."

Products:
A. The MPO implemented an *Action Plan* to implement the actions necessary to ensure the Lincoln transportation planning process meets all applicable federal laws and regulations.
B. An annual report is also prepared based upon a self-review and evaluation process addressing the conformance of the Lincoln urban transportation planning process as it meets applicable federal laws and regulations. A report addressing Certification of the transportation planning process will be prepared and acted upon in conjunction with review of the Transportation Improvement Program.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%:

Schedule of Products	Completion Dates
A. Implement and report on activity for the implementation of the FHWA/FTA MPO Certification Action Plan	On-going Activity
B. Annual self-certification review and evaluation report	June 2016

C. Unified Planning Work Program (6130)

Objective:
The Unified Planning Work Program (UPWP) identifies work activities and budgets for both the urban transportation planning program (FHWA/State PL funds) and the transit planning program (FTA Section 5303 and 5307 funds). This describes transportation planning activities to be carried out by the MPO, member agencies, or consultants and alerts organizations of planning activities.

Previous Work:
- Completed the FY 2015-16 UPWP which is expected to be acted upon in June.
- Ongoing work includes completing Quarterly Reports.
- MPO Management Plan has been updated and will be used to review the MPO organization and functional responsibilities of planning activities.

Methodology:
- Identify transportation planning priorities and address federal and state planning emphasis areas.
- Coordinate with other transportation planning agencies in the metropolitan area and provide opportunities for input in the development of the UPWP.
- Develop draft and final versions of the UPWP for State and Federal review.
- Certify compliance with state and federal regulations regarding expenditure of federal funds.
- Prepare reports and amendments as necessary.

Products:
A. Maintain the FY 2015-16 UPWP with amendments made as necessary maintain an effective work program and budget for the Lincoln MPO transportation planning program.
B. A UPWP will be developed for FY 2016-17 to identify the primary work programs and budgets for the Lincoln MPO urban transportation planning program (FHWA/State PL funds) and the transit planning program (FTA Section 5303 and 5307 funds).
C. MPO Management Plan will be used to review the MPO organization and functional responsibilities of planning activities. Products may include development of documents, reports, legal review of agreements and actions by MPO Committees.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Maintain and Update the FY 2015-16 UPWP	On-going activity
B. Develop the UPWP for FY 2016-17	June 2016
C. Develop documents, reports, and legal review of agreements & actions	On-going activity

D. PL Fund Grant Administration (6140)

Objective:
This includes the review and execution of the PL Fund grant contract, preparation of activity reports, quarterly reimbursement requests and audits, and the staff time management system. Activity includes staff time associated with the management of the PL Fund grant.

Previous Work:
- On-going tracking and management of PL Fund grant activity.
- Internal annual program audits were completed.

Methodology:
- Allocate PL Fund grant budget to meet study and overhead demands.
- Ongoing work includes completing Quarterly Reports to NDOR.
- Develop special requests and reports on planning activity.

Products:

A. Management of the PL Fund grant,
B. Annual City program audit,
C. Preparation of activity reports, program tracking, reimbursement requests,
D. Execution of the PL Fund grant contract.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Management of the PL Fund grant	On-going activity
B. Internal annual Lincoln MPO program audit	September-October 2015
C. Preparation of activity reports and reimbursement requests	Quarterly
D. Execution of the PL Fund grant contract	June 2016

E. Professional Development, Education and Training (6150)

Objective:
This activity is intended to keep the staff knowledgeable about federal and state regulations, the latest transportation planning technologies, and the best practices and activities of other MPO's. Staff capabilities will be enhanced by attending selected conferences, seminars, training workshops and courses in local universities, including continuing education in RC Training.

Methodology:
- Participate in conferences, seminars, training workshops, and meetings to keep acquainted with the latest regulations and techniques in the transportation planning field.
- Develop training activities such as supporting training workshops and educational activities for planning and engineering staff and Planning Commission members or Committee members.
- Bring in speakers/educators to hold workshops with the Staff, Citizen Committees and the general public to better inform and build the knowledge base of on key issues.

Products:
The Lincoln MPO staff will participate in conferences, seminars, training workshops, and meetings to keep acquainted with the latest regulations and techniques in the transportation planning field or to develop general capabilities. Professional development activities may include the following:

A. Continued internal training in the program development and in the application of TransCAD transportation modeling software.
B. Other professional development possibilities include attending workshops and conferences sponsored by NDOR, FTA, FHWA, APA, ITE, TRB, AMPO, ITS organizations.
C. With the anticipated renewal of the Surface Transportation Act, changes to planning emphasis areas and regulations are expected to result which will require staff to be informed and educated in order to maintain a responsive transportation planning program.

Funding Summary:
- Direct charges include registration fees, travel, lodging and related expenses to attend or host conferences, seminars, workshops, and meetings that are for professional planning activities.
- Costs are to be reimbursed with a combination of Federal PL Funds (80%) and Local (20%).

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Continuing LPA education and RC Training	On-going activity
A. TransCAD Travel Model Training	As Available
B. Professional Transportation Planning Training	As Available
C. Workshops & Training for the new Surface Transportation Act	As Available

II. INTERAGENCY AND PUBLIC OUTREACH ACTIVITIES – 6200

A. Transportation Planning-Related Committees (6210)

Objective:
To facilitate the decision-making process for transportation planning with key policy-making bodies that are comprised of representatives from local government and transportation authorities. These bodies consider transportation issues and develop plans and programs for the metropolitan area.

Officials Committee
The Lincoln MPO Officials Committee membership consists of elected officials representing the City of Lincoln, Lancaster County and the State of Nebraska. The Officials Committee acts upon transportation programs and studies and reviews the MPO Technical Committee's actions.

Technical Committee and Technical Committee Subcommittees
The Technical Advisory Committee serves to review the effects of transportation plans and programs in conformance to appropriate federal regulations. This committee serves as the administrative and technical staff to implement the transportation plan and makes recommendations to the Officials Committee on proposed on programs, studies and plans.

Lincoln-Lancaster Planning Commission
The Lincoln-Lancaster Planning Commission holds public reviews and considers proposed land use and transportation plans, and related programs in relation to community goals and forwards recommendations to the MPO Officials Committee.

Citizen Task Forces and Advisory Committees
Key citizen advisory committees include the Pedestrian and Bicycle Advisory Committee, Neighborhood Round Table, Community Services Initiatives, as well as other project specific advisory committees and task forces.

Methodology:
- Staffing Committee and Task Force meetings.
- Develop and produce agendas, planning documents, and reports for Committee review.
- Production and mailing of materials and meeting minutes

Products:
A. Staffing of committees, citizen task forces and citizen advisory committees or groups used in the MPO planning and decision-making process.
B. Work products include the production and mailing of materials to committees, development of planning documents, reports, and meeting minutes.
C. Maintain and add to the general list of persons interested in the planning process.
D. Long Range Transportation Plan update process will require additional Committee activity.

Funding Summary: Combination of Local and Federal PL Funds.

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Committee Staffing and Support	On-going activity
B. Development of planning documents and reports	On-going activity
C. Maintain & Update List of Persons Involved in MPO Activities	On-going activity

B. Public Participation Program (6220)

Objective:
Provide a public participation process and plan in order to secure public input for the metropolitan transportation planning process that will encourage early and continuing public involvement in the development of plans and programs. This process involves evaluating and updating the MPO's Public Participation Plan to meet federal regulations and allow interested parties to comment on transportation plans, programs, and other planning documents.

Previous Work:
- The *Public Participation Plan* was updated with Lincoln MPO adoption November 2010.
- Consult with local and regional officials on developing transportation plans and programs.
- Public Notification list and web page posting maintained.
- Electronic Public Request Form developed and maintained.
- This Lincoln MPO *Public Participation Plan* was amended February of 2014 in accordance with federal regulations, to reflect the adopted *Limited English Proficiency (LEP) Program Plan* of the City of Lincoln and to clarify the MPO *Accommodations Policy* to comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

Methodology:
- Organize meetings, prepare agenda materials, and complete information packets as needed.
- Provide public notice and public access to key decisions, place legal ads and required notice.
- Update mailing lists and post meeting agenda and materials on the MPO's website.

Products:
A. On-going *Public Participation Plan* review and update activities.
B. Update mailing lists, web page and communication tools as needed
C. Preparation of activity newsletters and reports
D. Public Notification list and web page posting maintained.
E. Electronic Public Request Form developed and maintained.

Funding Source:
Combined Local and PL Funding.

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Public Participation Plan Review	On-going activity
B. Maintain and update mailing lists, web page and communication tools	On-going activity
B. Electronic Public Request Form developed and maintained	On-going activity
C. Preparation of activity Newsletters and reports	On-going activity

C. Environmental Justice Strategies (6230)
- Implementing Title VI Requirements -

Objective:
To enhance the Lincoln MPO Public Participation Process to better reach out to lower income and minority individuals, organizations, and neighborhoods throughout the City of Lincoln and Lancaster County planning area. This is to ensure that Title VI of the Civil Rights Act of 1964 is implemented and that all residents in the City of Lincoln and Lancaster County are represented fairly and not discriminated against in the transportation planning process.

Previous Work:
- Geographic Information Data for Title VI Civil Rights was evaluated and analyzed.
- The Environmental Justice Action Strategy was reviewed to evaluate the effectiveness of MPO outreach activities and the findings were incorporated in to the updated *Action Strategy*.
- An *Environmental Justice Action Strategy* for Long Range Transportation Planning and the Comprehensive Planning Process was developed and employed in 2010.
- This Lincoln MPO *Public Participation Plan* was amended February of 2014 in accordance with federal regulations, to reflect the adopted *LEP Program* and to clarify the MPO *Accommodations Policy* to comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

Products:
A. The current *Environmental Justice Action Strategy* is monitored to evaluate the effectiveness of current LRTP outreach activities in meeting Title VI Civil Rights performance measures.
B. Preparation of activity Newsletters and reports.
C. A continuation of the effectiveness of the Environmental Justice (EJ) efforts may be extended to review of the new 2010 Census data.

Funding Source:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Review current Environmental Justice Action Strategies	On-going activity
B. Preparation of activity Newsletters and reports	On-going activity
C. Continued review the Environmental Justice Action Strategy in the context of the new 2010 Census data	On-going activity

D. Transportation Reports and Newsletters (6240)

Objective:
To provide the decision makers and the general public with graphic and written information analyzing the performance of the transportation system, and to provide status reports on transportation planning studies and engineering projects, to describe transportation issues the community is facing, and to identify priorities for future studies and projects.

Previous Work:
- Reports and Newsletters used on a project by project basis to provide status reports on transportation planning studies and engineering projects, and to describe and frame transportation issues the community is facing within the transportation planning process.

Methodology:
- Transportation Newsletters are used for transportation-related planning proposals and activities to aid decision makers and the general public in surveillance and review of information.
- The technical elements of reports presents available monitoring data which are compared with forecasts, describes the status of activities relating to implementation of the transportation plan, and describes ongoing transportation planning activities.

Products:
A. Reports and periodic Newsletters analyzing the performance of the transportation system and discussing on the transportation issues the community is facing.
B. Status reports on transportation planning studies and engineering projects.
C. The Long Range Transportation Plan update process will require additional Transportation Reports and Newsletters activity.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Reports and periodic Newsletters	On-going activity
B. Status Reports	Quarterly

E. Website Management and Enhancement (6250)

Objective
To continue the development of an effective and efficient electronic internet website that allows public access to transportation planning information, MPO documents and reports, and to provide a vehicle for obtaining public comment on the transportation planning process.

Previous Work
- New technologies are being used in visual imagery to display the *2040 Long Range Transportation Plan*, TIP, Public Involvement Program and other specific projects.
- Committee meeting notices, agendas and minutes are available on the website.
- The website format has been updated recently to improve easy accessibility for MPO documents as part of our public outreach efforts.
- Visual techniques are used to communicate a variety of levels of information including public policy issues, planning activity, engineering projects, studies and construction projects.
- The internet site also includes email functionality allowing citizens to electronically submit comments and questions to elected officials and staff regarding transportation issues.
- Expanded the website use as a mechanism for public input through on-line interactive surveys to support the planning process.

Methodology:
MPO staff will continue to work with City and County departments to improve the use of visual techniques and continue to enhance its abilities as new technologies become available. The visualization techniques under consideration range from simple illustrations and charts to sophisticated simulation tools.

Products
A. Staff will continue to post all documents and reports on the MPO website in a timely manner.
B. Continued evaluation of the InterLinc web page to better address the needs identified in the Americans with Disabilities Act.
C. Continue looking into techniques that will further develop the "Visualization Toolbox" to provide the most effective techniques in helping people understand events within the transportation planning process.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Post documents and reports on the MPO website	On-going activity
B. Evaluation of the InterLinc web page	On-going activity
C. Continue developing the "Visualization Toolbox"	On-going activity

III. DATA DEVELOPMENT, MONITORING AND EVALUATION VARIABLES – 6300

A. Geographic Information Systems (GIS) (6310)

Objective:
To integrate the capabilities of Geographic Information System (GIS) technology into the MPO's comprehensive, coordinated, and continuous transportation planning process. Planning and programming activities are aided by the visual representation and technical evaluation of project alternatives which GIS technology provides.

Previous Work:
- The Lincoln City-Lancaster County Planning Department, the Lancaster County Engineer's Office, and the City of Lincoln Public Works and Utilities Department have maintained an automated base mapping system for all of Lancaster County (840 square miles).
- GPS technology has been used in creating and maintaining the base mapping system to ensure stable geographic control points.
- The "street center line digital geodatabase" for the City and County is a collection of data which employs networking software to maintain and display travel and transportation projects information, and is vital to the MPO's traffic modeling activities.

Products:
A. Street Center Line Digital Geodatabase: This geodatabase encompasses the MPO planning area street network which embodies facility attributes in the street network. The geodatabase is being updated to include facilities-based data sets, information on street functional class, pavement conditions, signage, striping, public transit, sidewalks and trails databases.
B. Transportation and Land Use Planning Database Files: A vast array of GIS digital files have been constructed and maintained in support of the overall transportation and land use planning process. Many of these files are used in evaluating transportation network alternatives.
C. Capital Facilities Programming: Digital GIS files are kept up-to-date for use in the programming of various transportation facilities. These capital projects cut across all modes and become the basis for the formulating of the Transportation Improvement Program.
D. Transportation Planning Mapping: As part of the routine on-going MPO transportation planning process, maps are prepared for use in public meetings and staff working sessions.
E. The Long Range Transportation Plan update process will require additional mapping a data analysis activity.

Funding Source: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Street Center Line Digital Geodatabase	On going
B. Transportation and Land Use Planning Database Files	On going
C. Capital Facilities Programming	On going
D. Transportation Planning Mapping	On going

B. Demographic Database Update (6320)

Objective:
The 3-C Transportation Planning Process requires current and credible population, income, household, and economic data to monitor and project travel behavior. This involves gathering and organizing demographic data for use in travel model calibration and forecasting. A variety of demographic data is also produced for base year conditions, for tracking demographic change, and for projecting future travel demand.

Previous Work:
- The MPO has crafted GIS data sets based on U.S. Bureau of the Census information, as well as from other population, household, income, and economic data sources.
- Charts and tables included in the Lincoln-Lancaster annual report on Community Indicators and the Annual Transportation Systems Management analysis summarize much of the collected data.
- Data is also used for periodic planning studies which detail the policies and programs of the Long Range Transportation Plan.
- Population and school enrollment are collected annually by the Planning Department. Census Bureau population estimates are used to track population growth for the City and County.
- Economic and Employment figures are compiled as necessary and worker data by industry and location are monitored which include compilation of data by industrial sector.
- Significant changes in these data variables are evaluated in comparison to the forecasts.

Products:
A. Population Factors: Track U.S. Census Bureau population figures from the ACS and other periodic reports and summarize demographic figures for posting on MPO website.
B. Student Enrollment Figures: Work with educational institutions within the Lincoln area to obtain data on student enrollment by school and on location of students by place of residence.
C. Community Indicators Report: Prepare summary report for the Annual Review of the Plan to present key indicators of area growth, transportation system usage, environmental factors, and other pertinent planning elements.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Population Factors	On going & Annual
B. Student Enrollment Figures	Fall of Each Year
C. Community Indicators Report	April 2016

C. Land Use Database Update and Maintenance (6330)

Objective:
Transportation facility improvements in the Long Range Transportation Plan (LRTP) are derived in part from projected future development and land uses. The land use planning process for the Lincoln and Lancaster County provides the foundation for projecting future dwelling units, commercial, institutional, and industrial centers which provide a basis for assessing future transportation demand.

Previous Work:
The critical link between transportation and land use activities is the focus of on-going planning and management for both systems. This task involves gathering data and monitoring the land uses which provides the foundation for the ongoing collection and evaluation of land use-related data bases.

- Commercial Floor Area Survey - Retail, office, and service uses represent major attractors of travel demand. A building-by-building inventory of commercial activities is gathered to reflect commercial uses and floor area.
- Industrial Development Survey - An inventory of industrial uses are collected in the field and entered into the Geographic Information System. Tabulations by use by traffic analysis zone are then prepared for use in the traffic modeling process.
- Land Use projections were developed for the 2040 Plan

Products:

A. Vacant Lot Inventory: Residential development is one of the key factors in projecting future travel demand by traffic analysis zone. Tracking the number and location of lots available for future residential growth – as well as dwelling units constructed on an continuing basis – is vital to this task. The 'Vacant Lot Inventory' is a digital GIS database which uses administrative records to monitor the platting of land and the construction of dwelling units.
B. Area-Wide Land Use Database: Data on all land uses within the MPO planning area is maintained on a regular basis using field surveys and administrative records. Data aids in determining shifts in land use types, levels of development, and direction of growth which are factors in preparing future transportation plans. In addition to parcel-based data, commercial building and industrial data are also gathered, which serves as a key traffic model input.
C. GIS Based Land Use Tracking System – Tracking of all land uses and development within the MPO planning area will be developed and maintained within the GIS environment. This data and visual capabilities will provide more tools and refined data for ongoing transportation planning and will assist in the next update of the Long Range Plan.

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Vacant Lot Inventory, Monthly Postings & Annual Summary Report	On-going / February 2016
B. Area-Wide Land Use Database	On-going
C. Update Land Use projections for the LRTP	On-going

D. Community Value Factors and Surveys (6340)

Objective:
The objective of this task is to ensure the opportunity for meaningful involvement of all members of the public throughout the entire MPO transportation planning process. This task involves a host of outreach efforts in soliciting, documenting, understanding, and discerning community values as they relate to the transportation system is vital to the success of the planning process.

Previous Work:
- Public Opinion Survey's of Transportation and Mobility Issues was conducted in 2010 as necessary to obtain maximum input from the community.
- The Lincoln-Lancaster Planning Department conducted a "2010 Planning and Development Survey" of residents in Lincoln and Lancaster County by telephone seeking community input.
- The Transportation Planning Update process in 2011 included a series of public open houses held throughout the Planning Area with extra efforts made to reach minority and special needs communities.
- The Planning website included an on-line survey allowing the public to submit and post their comments for full review by the community, appointed officials, and elected officials.

Methodology:
To ensure the opportunity for meaningful involvement within the transportation planning process from all members of the public within the planning area, work will continue to encompasses a host of outreach efforts in soliciting, documenting, understanding, and discerning community values as they relate to the transportation system is vital to the planning process.

Products:
A. Continued use of public open houses to solicit input from the general public with additional efforts make to reach minority and special needs communities.
B. Language services for non-English speaking and hearing impaired will be used as needed.
C. The website will use on-line survey methodologies to gain input from the public.
D. The website will provide updated information related to meetings and planning materials

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Continued use of public open houses	Done as needed
B. Language services for non-English speaking & hearing impaired	Done as needed
C. MPO & Planning website will use on-line survey methodologies	On-going
C. MPO & Planning website will be maintained and updated	On-going

E. Census Planning Activities (CTPP) (6350)

Objective:
Provide timely and meaningful local support to the United States Bureau of the Census in gathering and geo-coding of Census information; and integrate Census data into the transportation planning process in a purposeful and supportive fashion.

Previous Work:
- The City of Lincoln and Lancaster County have a long standing partnership with the Bureau of the Census. During the Decennial Censuses, staff from Lincoln and Lancaster County have been instrumental in supporting the Bureau's work by providing labor and geographic information.
- For the Decennial Census efforts, efforts were made by local staff to promote community participation in the Census, especially among traditional undercounted demographic segments.
- Work effort involves the Census Transportation Planning Package (CTPP) Program which includes vital transportation-related data, commuting information for urban planning purposes and demographic information about workers place of residence and place of work.
- The MPO staff works to assist in preparing maps, coding data by geographic subareas, performing statistical analysis, developing informational reports, and document this information.

Methodology:
This task is to two-fold: 1) to provide timely and meaningful local support to the United States Bureau of the Census in gathering and geo-coding of Census information; and 2) to integrate Census data into the transportation planning process. This involves gathering and geo-coding work by local agencies prior to, during, and after the actual conduct of data collection by the Bureau of the Census.

Products:
A. Local staff will continue to work with the U.S. Bureau of the Census and other Federal agencies in collecting, tabulating, and distributing Census data.
B. Staff support in setting up the managerial infrastructure for the Bureau and for the LUCA, CTPP, and BAS programs.
C. Local staff will also track American Communities Survey (ACS) data related to the Lincoln MPO and overall transportation planning process.
D. Develop summary reports and tabulations of the new 2010 Census data, annual ACS data and CTPP data.

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Work with the U.S. Bureau of the Census and other Federal agencies	Done as needed
B. Manage Programs for the Bureau, LUCA, CTPP, and BAS	Done as needed
C. Track American Communities Survey Data	On-going
D. Develop Census Data Summary Reports	On-going

F. Transportation System Data Monitoring and Collecting (6360)

Objective:
The objective of this task is to collect, maintain, and monitor data on the transportation system to support on-going planning needs. This includes data regarding system performance, inventories of facilities and services, and user behavior.

Previous Work:

Data routinely gathered to provide information on the operation of the street and road network is used to evaluate and manage the street and road system and to support transportation planning programs. Information is compiled on a continuing system-wide basis and includes the following:

Safety Data on Crash Locations and Frequencies: Data are collected routinely to monitor crash activity by location and frequency, along with short-range planning activities to identify system improvements. Crash statistics on pedestrians, bicycles, and vehicles are compiled, and summarized annually. A biennial *Citywide Crash Report* is developed based upon a rolling three year crash data input cycle to evaluate safety improvement opportunities. Projects are selected, prioritized, implemented and evaluated for effectiveness.

Auto Occupancy Monitoring: The monitoring of screenline auto occupancy is conducted on an as needed basis to monitor the transportation network.

Downtown Parking Management and Planning Studies: A Comprehensive Supply and Demand Parking Study was completed on parking facilities in the Downtown area, Haymarket shared parking activity, including metered parking and time limit restriction analysis. This Study includes data on all parking locations for on-street parking and off-street parking facilities, as well as parking fees and time restrictions. New visualization tools and techniques were employed in identifying parking locations. This study was coordinated with the City of Lincoln, Downtown Lincoln Business Association, University of Nebraska-Lincoln Campus and State Building Administration.

Traffic Counting Program: An urban traffic count program is maintained to provide base data for travel assessment activity, roadway level of service analysis, and various transportation-related systems planning tasks. The traffic count data includes the estimated 24-hour traffic counts and turning movement counts for signalized intersections and other roadway segment locations. Data and maps are prepared each year and posted on the internet to provide the public with information about traffic volumes on major roadways in Lincoln and Lancaster County.

A comprehensive traffic counting program for the model update is being developed which includes MioVision solutions for outsourced traffic data collection. This is activity is funded with local funds with a consultant completing the majority of this work task.

Traffic Optimization Program: Traffic operations and management collect and evaluate system data on traffic control features including pavement marking, traffic signals, traffic signs, intersection channelization, and parking regulations. Data inventories are updated, expanded and evaluated as an ongoing *Traffic Optimization Program*. Volume/capacity and traffic flow analysis are conducted to evaluate major corridors and intersections in Lincoln with regard to delay and level of service. Traffic signal timing settings are reviewed on a corridor basis for improvements to traffic progression and overall operations and safety. This information serves

as input to the planning of street projects and traffic engineering related modifications to improve capacity, safety, and traffic flow.

Products:
System data are collected, organized and maintained by the applicable local agency. Activities will continue in FY 2015-16 include:

A. Safety data on crash locations are routinely collected to monitor crash activity by location and frequency.
B. Annual crash statistics are compiled and summarized, and a biennial *Citywide Crash Report* is developed based upon a rolling three year crash data cycle.
C. Projects are selected based upon safety and crash data, prioritized, implemented and evaluated for effectiveness.
D. Downtown Supply and Demand Parking Studies are prepared and implemented.
E. The comprehensive urban Traffic Counting Program is an on-going data collection program,
F. Traffic count reports and maps are updated on the most current traffic volumes.
G. The *Traffic Optimization Program* will evaluate system data on traffic control features, pavement marking, traffic signals, traffic signs, intersection channelization, and parking regulations.
H. The *Traffic Optimization Program* requires data inventories to be updated and evaluated and are part of an ongoing program.
I. Traffic signal optimization studies are conducted and new signal timing plans are implemented.

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	**Completion Dates**
Safety Data on Crash Locations and Frequencies	
A. Crash data is collected and summarized	On-going activity
B. *Biennial Crash Report* prepared	June 2016
C. Projects selected, prioritized, implemented and evaluated	On-going activity
Downtown Parking Management and Planning Studies	
D. Implement the Comprehensive Parking Study	On-going activity
Traffic Counting Program	
E. Comprehensive urban traffic count program	On-going activity
F. Update traffic count data report and map	On-going activity
Traffic Optimization Program	
G. Collect and evaluate traffic control system data	On-going activity
H. Update *Traffic Optimization Program*	On-going activity
I. Traffic *Signal Optimization along corridors*	On-going activity

IV. SHORT RANGE PLANNING AND PROGRAMMING ACTIVITIES – 6400

A. Transportation Improvement Program (TIP) (6410)

Objective:
Draw on priorities identified in the *2040 Long Range Transportation Plan* to program projects for the next four fiscal years. Develop, maintain and update the scheduling of improvements and ensure consistency between the MPO's Transportation Improvement Program (TIP), local Capital Improvement Programs and coordinate with the State (STIP).

Previous Work:
- Developed and maintained the FY 2015-2016 TIP by including amendments.
- Worked to improve the programming process to directly reflect the LRTP.
- Coordinated the development of the FY 2016-2017 TIP based upon the project prioritization process to ensured projects are coordinated and evaluated with the MPO Transportation Plan.
- The Transportation Alternative Program (TAP) and project selection process was developed.

Methodology:
- Draw on priorities in the *2040 Long Range Transportation Plan* to select projects for funding.
- Coordinate capital improvements to ensure consistency between the MPO's TIP and the City of Lincoln, Lancaster County and State Transportation Improvement Programs.
- Coordinate the TIP with the State (STIP) program.
- Review annual TIP for consistency and coordination with the MPO Transportation Plan.
- Develop an annual listing of obligated projects for which federal funds have been programmed.
- Annual review and selection of the TAP projects to be programed as funds become available.

Products:
A. Coordinated the development of the FY 2016-2019 TIP.
B. The TIP will be maintained with amendments as needed.
C. The draft FY 2017-2020 TIP will be coordinated with the self-certification as required.
D. Listing of projects obligated with federal funds.
E. Continue the developing and documenting the prioritization and programming of transportation projects and coordinate with the Annual Review of the MPO Transportation Plan.

Funding Source: Combined Local and PL Funding

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Coordinate development of the FY 2016-2019 TIP	October 2015
B. Maintain the current TIP through revisions as necessary	On-going activity
C. Coordinate the development of the FY 2017-2020 TIP	February - October 2016
D. Annual listing of federally obligated projects	January 2016
E. Coordination project selection within the Annual Review of projects	April-May 2016

B. Financial Resources Development and Program Phasing (6420)

Objective:
As part of the annual budget and financial planning activities, staff develops budget programs for transportation planning activities, engineering projects and construction projects to be conducted within the MPO Metropolitan Planning Area (MPA) of Lancaster County.

Previous Work:
The Lincoln MPO *Project Prioritization and Selection Process* was developed and adopted which describes the local transportation planning process for selecting and programming projects in the annual TIP that are proposed to be funded with federal dollars. Financial programming for the planning period included 1) developing financial projections for the TIP, 2) prioritizing projects and strategies for programming in the financially constrained TIP.

The Lincoln MPO developed a *Transportation Alternatives Program* (TAP) competitive project selection process for the purpose of annually selecting and programming projects in the TIP. The MPO and worked with the TAP Project Selection Committee to develop a fiscally constrained schedule of TAP projects that are included in the FY 2016-2019 program of projects.

Methodology:
Project and financial programming activity lists all planning activities and construction work to be pursued over the planning and programming period.

- MPO staff budgets the amount of funds needed for administration, planning activities, and transportation studies to be conducted in the planning year.
- MPO staff, along with the City of Lincoln, Lancaster County, NDOR and coordinating agencies, selects and programs transportation facility improvements based upon available funding and the MPO *Project Prioritization and Selection Process*.

Products:
A. Provide technical assistance and determine financial resources for transportation planning issues with the City of Lincoln, Lancaster County, NDOR and stakeholders.
B. Analyze funding resources and pursue revenue development.
C. Review and program transportation facility improvements based upon available funding and the MPO *Project Prioritization and Selection Process* for updating the program of TAP projects.

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Technical assistance on financial resources for stakeholders	On-going activity
B. Analyze funding resources and pursue revenue development	February 2016
C. Review and program transportation facility improvements based upon MPO *Project Prioritization and Selection Process*	March - May 2016

C. Coordinated Transportation-Human Services Planning (6430)

Objective:
Assist human service and transit providers and public officials to develop, coordinate and administer the Public Transit/Human Service Coordination Transportation Plan and Programs.

Previous Work:
- The *Coordinated Public Transit-Human Services Transportation Plan* was developed in response to the federal requirement that all MPO's develop a regional transit coordination plan.
- MPO staff created and implemented a competitive selection program in consultation with the Technical Committee's six-member *Project Selection Task Force*.
- Projects for the Section 5310, JARC and the New Freedom program initiatives were competitively selected for a portion of operations or capital assistance.
- The Governor, in cooperation with the Lincoln MPO and NDOR, identified NDOR as the "Designated Recipient" for the Lincoln Planning Area for the *Enhanced Mobility of Seniors and Individuals with Disabilities Program* (Section 5310).

Methodology:
- The MPO will assist NDOR in a call for applications through a competitive process to fund projects in the Lincoln Planning Area with the enhanced Section 5310 program funds.
- The subrecipients are selected and derived from a locally developed *Coordinated Transit-Human Services Transportation Plan*.
- Review applications for FTA transportation disadvantaged funding and develop recommendations to the MPO Technical and Officials Committees.

Product:
A. Assist NDOR in the development of a revised Section 5310 application procedure and project selection process application and selection process to meet new MAP-21 guidelines.
B. Coordinate updating of the *Coordinated Public Transit-Human Services Transportation Plan*.
C. Assist in a call for projects from qualified subrecipients in competitive selection process.
D. Coordinate MPO recommendations to meet local needs from the prioritized list of projects.
E. Monitor project activity through performance measures.

Funding Summary: Combination of Local and Federal Transit Funds and PL Funds

Functional Agency Responsibility: Lincoln MPO/StarTran, 100%

Schedule of Products	Completion Dates
A. Assist NDOR in the developing a revised Section 5310 application procedure and project selection process	June 2016
B. Coordinate and update the *Coordinated Transportation Plan*	September 2016
C. Assist in a call for projects from qualified subrecipients	May 2017
D. Coordinate MPO recommendations of projects to meet local needs	August-September 2017
E. Monitor project activity through performance measures	On-going activity

D. Transportation Facilities and Site Plan Review (6440)

Objective:
Provide data and participate in transportation decision making processes and obtain feedback from other transportation planning agencies including federal, state transportation agencies, environmental and natural resource agencies on the direct and indirect potential impacts of land development and transportation projects.

Previous Work:
- Participation in the local and state-wide transportation planning and programming activities.
- Reviewed transportation planning and engineering study purpose and needs statements and data for State projects identified in the Transportation Plan.

Methodology:
- Evaluations are focused on the needs identified in the Transportation Plan and Transportation Improvement Program so that more informed decisions can be made.
- Participate, to the maximum extent possible, in the transportation decision making process and in the State transportation planning and programming activities.
- Work with appropriate agencies to identify data resources, including GIS, that are useful in evaluating the potential impacts of proposed transportation solutions.
- Coordinate with the NDOR for the collection of transportation and socio-economic-cultural data.
- Assist in developing purpose and need statements for planning and engineering projects identified in the Transportation Plan and provide support for Transportation Plan amendments.
- Review of National Environmental Policy Act (NEPA) Documents and Environmental Impact Statements (EIS) to integrate environmental values into the decision making processes.

Products:
A. Review and provide analyses of major transportation facility design plans and Environmental Impact reports as needed.
B. Review project plans for new land use developments and associated impacts on the transportation network.
C. Respond to data needs by uploading socio-economic-cultural data, transportation network data, GIS files as necessary for the transportation planning process.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Review major transportation facility design plans	As needed
B. Review project plans for new land use developments	As needed
C. Respond to data needs	As needed

V. METROPOLITAN TRANSPORTATION PLANNING – 6500

A. Long Range Transportation Plan Review, Evaluation and Update and Coordination with Comprehensive Planning Activities (6510)

Objective:
Develop and maintain the Lincoln MPO's *Long Range Transportation Plan* (LRTP) and coordinate with the *Lincoln and Lancaster County Comprehensive Plan*s and the *Nebraska Long Range Transportation Plan*. Annually review planning assumptions and recommend any amendments needed to keep the plan current, cost affordable and conforming to federal laws

Previous Work:
The *2040 Long Range Transportation Plan* and *Technical Documentation* includes all modes of transportation and a social, environmental and economic reviews. The *Transportation Plan* was coordinated with the *Lincoln City* and *Lancaster County Comprehensive Plan*s by the MPO Technical Committee and *LPlan* Citizen Advisory Committee; had a series of Public Open House activities and an extended Public Hearing held by the Lincoln-Lancaster Planning Commission. The *2040 Long Range Transportation Plan* was adopted by the Lincoln MPO on December 1, 2011.

Amendment:
The Nebraska Department of Roads in coordination with the City of Lincoln and Lancaster County requested an amendment to the *2040 Long Range Transportation Plan* and supporting Technical Report to show the **Lincoln South Beltway** project as a priority project by moving it from the list of Unfunded State Projects to the list of Committed State Projects and revising the fiscally constrained project list of MPO Roadway Projects in the Transportation Plan. This was adopted June 5, 2014.

Long Range Transportation Plan Update:
The MPO is to periodically update the Metropolitan Transportation Plan for its Metropolitan Planning Area (23 U.S.C. 134 (g)). According to federal requirements, the scope or life of the Long Range Transportation Plan is to cover a 20-year minimum forecast period at the time of plan adoption. Current Federal planning provisions require the MPO to update long range transportation plans every five years based on current population and socioeconomic data in order to accurately assess existing and projected travel conditions and needed system improvements. According to federal guidelines, the five year stipulation on the life of the current MPO Transportation Plan will expire on December 1, 2016.

The Lincoln MPO, in cooperation with the City of Lincoln, Lancaster County, Nebraska Department of Roads, and other local and regional public and private entities, will begin the process of building the foundations for the *Long Range Transportation Plan* update this fiscal year. This planning effort will include collecting current land uses data and proposed development scenerios, and transportation system centerline data to refresh and update of the MPO travel model used to project future mobility. Additional work will involve preparing the information base and analysis tools for the transition to Performance Based Planning and Programming that supports the development and implementation of a performance management approach to transportation planning and programming.

The scope of the planning process for the Transportation Plan includes a review of all transportation modes and surface transportation issues that includes specific plans for pedestrian, bicycle and trails facilities; future urban street and road network plans which include the functional street and road classifications, goods and freight Movement planning strategy; and generalized plans for public

transportation, railroads, and airports and airfields. Other issues will involve the consideration of access to essential services in an effort to identify transportation connectivity gaps in access to essential services. Key Plan elements include a detailed financial plan, a list of prioritized transportation projects, and environmental mitigation strategies based on consultation with stakeholders and interest groups. The Plan will also address Intelligent Transportation Systems and a Transportation Congestion Management Strategy.

This study is to be coordinated with the local Comprehensive Plans which allows the land use and urban growth plans to be considered. This process will involve planning oversight from the Technical Advisory Committee for technical support and policy guidance and a Citizen Advisory Committees for community input. The resulting *Long Range Transportation Plan* is intended to fulfill the Federal transportation planning requirements and be the programming tool for transportation improvements. The complete technical and community study process is expected to take about a year and a half with adoption of the new Transportation Plan anticipated toward the end of calendar year 2016.

Professional Services:
This study effort will involve an extensive planning and technical effort and is expected to involve professional services from a Transportation Consulting firm. Professional services will provide staff with assistance in developing analysis tools for use in use in preparing the planning information to complete the formulation of the Transportation Plan. This will include assistance throughout the planning process in collecting background data, in developing travel model network/strategies, and analysis tools for the transition to Performance Based Planning and Programming.

Products:
A. Update of the *Long-Range Transportation Plan* and coordinate with the review of the *Lincoln and Lancaster Comprehensive Plans* to be acted upon by MPO Committees by December, 2016.
B. Monitoring and maintenance of the current *Long Range Transportation Plan* to include updating the Documents, Studies, Reports, and Data Files as needed.
C. Amendment to the *Long Range Transportation Plan* will be reviewed and acted upon by MPO Committees as necessary. These may involve analysis of the concepts and the inclusion of specific projects as part of the plan.

Funding Source:
Combination of Local and Federal PL Funds
Federal 80%, Local 20%

Functional Agency Responsibility:
Local, 100%

Schedule of Products	**Completion Dates**
A. Update of the Long Range Transportation Plan	December 2016
B. Monitor and maintain the Long Range Transportation Plan	On-going activity
C. Amendments to will be reviewed and acted upon by MPO Committees	As needed

B. Subarea and Corridor Planning (6520)

Objective:
Subarea plans are developed in order to implement the goals and planning concepts identified in the *2040 Long Range Transportation Plan*. Studies prepared as part of this effort identify future land use and transportation relationships and coordinated with the Lincoln and Lancaster County Comprehensive Plans.

Previous Work:
- The *2040 Long Range Transportation Plan* was completed and adopted by the Lincoln MPO Officials on December 1, 2011.
- Staff support to the state, county, city and other agencies in subarea and corridor studies.
- Technical and Transportation Planning support in the I-80 & NW 48th Street Studies, the South Lincoln Beltway Study, the 33rd Street at BNSF RR crossing Grade Separation Project and other engineering and development studies.
- Project support for engineering and transportation planning studies.

Methodology:
- Studies provide details within study areas for existing and projected land uses with the transportation plan.
- Activities provide the details required for traffic analysis used in evaluating both near-term and long-term improvements.
- Activities include identifying policies and physical improvements that support multi-modal transportation systems within major corridors and sub-areas.
- Issues include planning for major investments, policy development, multi-modal transportation systems, congestion relief, safety, aesthetics, access management, adverse impacts, land use and urban design that supports the efficient provision and maintenance of the transportation system.
- Coordination with local governments, state agencies, community groups, business owners, land owners, residents and other stakeholders in developing studies.

Products:
A. Study documents, reports, maps, presentation materials, and data files will be developed.
B. Each phase of the subarea plans will be presented to the Planning Commission, MPO Technical Committee, City Council, County Board of Commission and MPO Officials Committee for formal review and approval as amendments to the *2040 Long Range Transportation Plan*.

Funding Source:
Combined PL and Local Funding

Functional Agency Responsibility:
Local and State

Schedule of Products	Completion Dates
A. Study documents, reports, maps, and data files will be developed	Scheduled with each project
B. Subarea plans will be presented for review	Scheduled with each project

C. Pedestrian, Bicycle and Trails Planning (6530)

Objective:
Develop and promote plans and projects that increase safety and encourage walking activities and bicycle usage as viable modes of transportation.

Previous Work:
- Implemented bike lanes, sharrows and bike parking facilities in Downtown area.
- Developed and accepted Bicycle and Pedestrian Facility Plan.
- Implemented the Complete Streets Policy.
- Bike Lincoln website page was launched with a Bike-to-Work information and clearinghouse.
- Developed a Gap Analysis Study and online tool for continual updates.
- Selected projects that fit within the Complete Streets scope for Capital Improvements Program.

Methodology:
- Work with Pedestrian/Bicycle Advisory Committee and agencies to recommend and prioritize bicycle and pedestrian projects and programs for inclusion in the Transportation Plan and TIP.
- Monitor transportation facility projects, community plans and development proposals to ensure that the needs of non-motorized travelers have been considered.
- Assist in planning activities associated with implementing the *Pedestrian Facilities ADA Transition Plan* to assure stewardship of the *American with Disabilities Act*.

Products:
A. Maintain and update the Bike Lincoln website page.
B. Implement the Pedestrian-Bicycle Capital Plan and pedestrian/bicycle safety enhancements.
C. Funding strategy dedicated to implementing pedestrian and bicycle improvements.
D. Implement bicycle standards, including parking standards, and incentives for developing pedestrian and bicycle amenities in employment, commercial, educational and office centers.
E. Maintain the gap analysis online tool to identify facilities and system gaps.
F. Complete Streets policy to guide the development of future transportation facilities.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Maintain and update Bike Lincoln Website	On-going activity
B. Implement Pedestrian-Bicycle Capital Plan and safety enhancements	On-going activity
C. Evaluation of Alternative Funding Sources and strategies	January 2016
D. Implement New Bicycle Standards and Incentives for Bike-to-work	June 2016
E. Maintain the gaps analysis online tool	On-going activity
F. Implemented the Complete Streets Policy	On-going activity

D. Multi-modal Planning and Transit Coordination (6540)

Objective:
Emphasize a balance in multiple transportation modes that will provide a choice in travel modes and enable the community to maintain a high level of mobility and accessibility.

Previous Work:
- The development of a Multi-modal planning report.
- A low-income transit rider program through StarTran, and the inception of a Smart Commute program providing home ownership incentives for those who live near transit routes.
- *Transit Development Plan* that is a Comprehensive Operations Analysis (COA) to provide guidance for StarTran operations and management.
- Held a Community-wide Bikeshare Workshop and developed a Bikeshare implementation plan.
- Developed a local funding program and submitted a CMAQ funding application to NDOR.

Methodology:
- Multi-Modal Transportation Planning is designed to emphasize a balance in multiple transportation modes that include walking, bicycling, public transit, paratransit and vehicles.
- A choice in travel modes enables the community to maintain a high level of mobility and accessibility while preserving community character.
- Efforts include service improvements and expansion of transit service through the implementation of potential short and long range planning elements.
- Develop a TDM program that encourages alternative of transportation options, telecommuting, cooperation of large employers, and creative solutions that will provide choice and reduce traffic.

Travel Demand Management Strategic Plan: Begin implementation of the Travel Demand Management (TDM) planning vision for a balanced, multi-modal transportation system that promotes choices for travelers and influences the demand. The TDM strategy for the Lincoln Metropolitan Area includes a strategy to effectively build partnerships among the public and private sectors, provide information and education about travel options and offer incentives and programs that will provide reliable mobility choices for all users and reduce demand or redistribute this demand in space or in time.

Bike Share Program (Phase 1): A Bike Share program was addressed within the Lincoln/MPO *Travel Options Strategy* as part of an overall travel alternatives mix for the Lincoln Planning Area. Interest has been generated through a community-wide Bike Share Workshop held in September 2014. A CMAQ funding application was submitted and accepted by NDOR in mid-March. Staff will work towards implementation of the system that will be operated and maintained by a vendor when place. The target for program implementation is the Spring of 2016.

Transit Development Plan Update: Initiate an update of the *Transit Development Plan* (TDP) by framing the necessary transit issues based upon the input received during the LPlan 2040 public process. This study would explore how transit services should be delivered in the planning period and include a feasibility analysis of a multi-modal transportation center.

Transit Development Plan Update Methodology:
- Origin and destination study and survey riders and non-riders
- Development of a peer analysis
- Bus Stop Policy Change

- Update Service Standards and Policies
- Evaluation and compare transit network designs
- Identify future services and service types such as BRT, Light Rail and Express Bus service.
- Develop Transit Alternatives
- Public Outreach

Transit Development Plan Update Products:

- Develop a Comprehensive Operations Analysis that will include an inventory of current operations, an origin and destination study, input from staff and an updated peer analysis.
- Develop a bus stop guideline document that will assist staff in implementing changes to current bus stop policy
- Update service standards and policies. The standards are to updated based on current industry operating standards and current StarTran conditions.
- Identify opportunities for new or adjusted services and how services shall be developed in the planning period.
- Conduct public outreach and public meetings to gather input from riders and non-riders.
- Prepare draft and final report based on completed work and findings from tasks.

Multi-modal Planning Products:

A. Continue to emphasize the balance in transportation modes and the choice in travel modes for increased levels of mobility and accessibility throughout the Urban Area.
B. Emphasize the coordination of transit service within the Urbanized Area and the involvement of transit service planning in transportation decision making process.
C. Implement the vision of the TDM strategy for the development of a functional TDM program that will educate and promote the TDM strategies in the Lincoln area.
D. Implement Phase 1 of the Bike Share program.
E. Update the *Transit Development Plan* based upon the public input received during the 2040 LRTP Update.

Funding Summary:

Combination of Local and Federal PL Funds –
StarTran – FTA 5307 funding
MPO – FHWA PL funding
State – Transit Operating funding
Local funding

Functional Agency Responsibility: Local, 100%

Schedule of Products	**Completion Dates**
A. Emphasize the mode choice within the planning process	On-going activity
B. Emphasize the coordination and involvement of transit planning	On-going activity
C. Implement the vision of the TDM strategy	On-going activity
D. Implement Phase 1 of the Bike Share Program	Spring 2016
E. Update of the Transit Development Plan	December 2015

E. Goods and Freight Movement Planning (6550)

Objective:
To advance a continuing process for involving the freight hauling community in the transportation planning process and to build on the base for freight hauling community input in developing infrastructure investment strategies.

Previous Work:
- A community-wide freight carrier company survey on goods and freight movement activities was undertaken to gather information and analyze commodity movements within the planning area.
- Outreach efforts for involvement of the freight industry was initiated during the LRTP update planning process and a core group is continuing to work with the MPO in the planning process.
- The Nebraska Department of Roads (NDOR) completed an origin-destination (O-D) study to evaluate the through trip traffic movements for the City of Lincoln South Beltway Study.

Methodology:
- Continue to engage the core group of freight hauling community and stakeholders in the transportation planning process and with their assistance identifying local transport issues.
- Railroad-related planning activities are coordinated with the Railroad Transportation Safety District (RTSD for railroad crossings safety issues and railroad system improvements.
- Coordinate planning activities with the Nebraska Department of Roads in examining freight issues, programming projects, and promoting a dialogue with the freight industry.

Goods and Freight Movement Planning activities will continue to gather information, analyze commodity movements and solicit input from the freight hauling community for use in development planning and infrastructure investment strategies. Planning strategies include coordinating with the NDOR in examining freight issues and programming of projects, continuing the process of promoting a dialogue with the freight industry through the Freight Carriers Committee, and incorporating concepts and projects in the LRTP and TIP.

Products:
A. Continue an active process to gain input from and involve the freight hauling community and stakeholders for input into the transportation planning process.
B. Coordinate with the Nebraska Department of Roads in examining freight issues and the programming of projects.
C. Coordination with the core group from the freight community includes local trucking and logistics firms and the Nebraska Trucking Association.

Funding Summary: Combination of Local and Federal PL Funds

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Coordination with the core freight community & stakeholders in the transportation planning process	On-going activity
B. Coordinate with the Nebraska Department of Roads	On-going activity

F. Policy Studies and Regulation Review (6560)

Objective:
To research and promote the study of general transportation policy issues and regulations that include the review of local, state and federal regulations and MPO resolutions for planning provisions associated with new program development.

Previous Work:
- The *Moving Ahead for Progress in the 21st Century* (MAP-21) Act, became law on July 6, 2012, made some important modifications to the metropolitan planning process focuses on improving the efficiency of MPO operations by consolidating certain programs and repealing other programs. MPO policy work has focused on complying with the new MAP-21 requirements in planning activities and documents.
- The Complete Streets Policy was adopted by the City of Lincoln as an administrative regulation on September 12, 2013. This is intended to guide citizens, elected officials, and government agencies in implementing effective approaches to incorporating the needs of all users in the design and construction of roadway projects within the Lincoln Metropolitan Planning Area.

Methodology:
Research and development of transportation policy issues and regulations that involve the review of local, state and federal regulations and planning policy and provisions as well as new planning activities associated with new program development. This activity is to ensure the compliance with administrative, financial, and legal requirements for maintaining the transportation planning process within the Lincoln MPO planning area.

Products:
A. The new National Surface Transportation Policy (MAP-21) will continue to require staff reviews and be incorporated into the transportation planning process.
B. Incorporate the new transportation planing provisions and regulations as they are developed into the MPO's planning documents and transportation planning process.
C. Complete Streets policy to guide the development of future transportation facilities.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Surface Transportation Regulations & Policy review	As needed
B. Incorporate new provisions into planning process and documents.	As needed
C. Implemented the Complete Streets Policy	On-going activity

VI. TRANSPORTATION SYSTEM PLANNING – 6600

A. Transportation Model Development and Maintenance (6610)

Objective:
Implementation and maintenance of the travel demand model in developing system-wide travel analysis for long-range transportation planning and performing alternative analysis to support the Performance Based Planning and Programming process of the MPO.

Previous Work:
The travel demand model for Lincoln MPO Travel Demand Model was updated and the process included fresh checks on upstream model components to ensure model accurately in replicating current travel behavior in 2010. The NDOR evaluated the model validation resulting in their concurrence. The Lincoln MPO *Travel Demand Model Development and Validation Report* was approved by the Technical Advisory Committee for use in the Transportation Planning process.

Methodology:
The model is used in the maintenance of the *Lincoln Metropolitan Transportation Plan* and in analyzing system deficiencies and transportation system improvement scenarios. The model is also used to address emerging issues, changes in growth patterns and congestion management activities, and assess system priorities during the annual review of the programing of projects.

Travel Model Improvement Program: The transportation model maintenance and improvement program is divided into three major work areas; 1) Work related to the updating and maintaining the Transportation System Model to address the network and land use changes, 2) work related to subarea and focus area modeling analysis for planning and engineering studies, and 3) the application of modeling activity for various project-related transportation and traffic engineering analyses.

Travel Model Update: The Lincoln MPO Transportation Model is the primary tool to review planning assumptions and test alternative networks. The Lincoln MPO will be updating and enhancing the Travel Demand Model in fiscal year 2015-2016 to meet the data needs for updating the Long Range Transportation Plan and for the transition to Performance Based Planning and Programming. This will include updating the TransCAD Model Software to a 64-bit version of TransCAD 6.0 which is a high performance technical software.

Assistance is to be contracted for collecting background data, in developing travel model network/strategies, and analysis tools. This will include integrating the model network with the capabilities of Geographic Information System (GIS) technology and the street center line digital geodatabase to maintain and display travel and transportation project information. The geodatabase encompasses the MPO planning area street network which embodies pertinent facilities-based data sets and attributes (e.g., posted speeds, distance, turning movement prohibitions, etc.) for all links and intersections in the street network.

The updating and calibration of the travel model will include conducting fresh checks on upstream model components to ensure that the model accurately replicates travel behavior and travel demand patterns in the Lincoln urban area. New system wide data tools are being looked into as possible network defining tools to improve travel pattern and screenline analysis (e.g. GPS and cell phone data tracking). Traffic count programs will be used to characterize system traffic flows and provide specific information on travel behavior. Network and travel sensitivity testing will be done to assist

in evaluating alternative transportation improvements and a prioritized transportation projects.

Professional Services Travel Model Updates:
Updating of the TransCAD data and network will involve extensive planning and technical effort and will involve professional services from a Transportation Consulting firm. Professional services will provide staff with assistance in updating the TransCAD model and software and developing analysis tools for preparing the planning data needed in developing the Transportation Plan. Assistance throughout the planning process is anticipated to collect background data, create travel model network/strategies and develop tools for Performance Based Planning and Programming analysis.

Funding: Consulting Fees for Technical Assistance: Up to $100,000
Staff Costs for Technical Evaluation & Documentation: $50,000

TransCAD Model Software Support:
TransCAD Model Software support for the ongoing maintenance of the travel modeling software package from Caliper Corporation.

Funding: Combination local and federal PL Funds (Federal: up to 80% & Local: at least 20%)
Current TransCAD Model Software Support Fee: $3,600

Products:
This process is intended to maintain a travel model work program that is able to respond to the increasing information needs placed on the travel projection process. Efforts will include:

A. Continuing to work with the Transportation Modeling Team to build staff expertise in the use of and advancement of the travel demand model. This will include training of the MPO, Planning, and Engineering staff in the use of the updated TransCAD software.
B. Work to fully integrate of the travel model with the GIS street center line digital geo-database and incorporate Performance Based Planning and Programming measures.
C. Work with City and MPO staff to review planning assumptions and test alternative networks in updating the *Lincoln Metropolitan Transportation Plan*.
D. Developing traffic for projections which support transportation planning and engineering efforts in project-related transportation and traffic engineering analyses.

Funding Summary: Combined PL (80%) and Local Funding (at least 20%)

Functional Agency Responsibility: Local, 100%

Schedule of Products	**Completion Dates**
A. Training to advance staff skills in travel demand modeling	On-going activity
B. Integrate travel model data with the GIS database for Performance Based Planning and Programming measures	December 2015
C. Modeling analysis to test alternative networks in updating the *Lincoln Metropolitan Transportation Plan*	December 2016
D. Develop project-related traffic for projections for transportation planning and traffic engineering analyses	As needed

B. Congestion Management Process (6620)

Objective:
The Congestion Management Process (CMP) adopted by the MPO is to serve as a practical tool for staff and decision-makers to identify and implement strategies that enhance the mobility of people and goods in the Lincoln metropolitan area. The CMP is to be supportive and folded into the overall metropolitan transportation planning process that includes the development and implementation of the Transportation Improvement Program (TIP) and the Long Range Transportation Plan (LRTP).

Previous Work:
- The Congestion Management Process (CMP) for the Lincoln Metropolitan Area was completed in accordance with 23 CFR450.320 and adopted by the MPO, September 24, 2009.
- The CMP was incorporated into the *Long-Range Transportation Planning* process to better define and prioritize system improvement projects.
- The CMP was incorporated into the TIP project selection and prioritization process to identify projects for implementation and funding.
- A Complete Streets Policy was adopted as an administrative regulation on September 12, 2013. This is to guide the implementation of projects that incorporate all modes into the design and construction of roadway projects within the Lincoln Metropolitan Planning Area.

Methodology:
The MPO CMP process created a systematic process that provides information on transportation system performance to provide for effective management and operation of the transportation system and to alleviate congestion and enhance mobility. The CMP includes the following elements.
- Identify the key performance measures to track system performance over time that will address operations objectives and to the congestion problems facing the planning area.
- Identification and evaluation of the implementation schedule and benefits of possible congestion management strategies and evaluation of the effectiveness of implemented strategies.
- Information gathered in the management systems is integrated into the transportation planning process and periodically used to evaluate the effectiveness of implemented strategies.

Products:
A. The CMP process 1) provides congestion management data, 2) identifies and evaluates congested locations, 3) compare links for potential actions, 4) monitor the effectiveness of improvements.
B. The CMP is applied within the transportation planning process.
C. CMP is applied in the project selection process as a key factor in the development of the TIP.

Funding Source: Combined PL (80%) and Local Funding (20%)

Functional Agency Responsible: Local, 100%

Schedule of Products	Completion Dates
A. Review and apply Congestion Management analysis	On-going activity
B. Apply the CMP within the transportation planning process	On-going activity
C. Incorporate CMP criteria and strategies in project selection process	On-going activity

C. Intelligent Transportation System (ITS) (6630)

Objective:
To advance the development and application of ITS within the Lincoln Metropolitan area and across the region in order to increase highway safety, mobility, security, economic health and reduce community environmental impacts.

Previous Work:
- The *ITS Regional Architecture for SE Nebraska* identifies thirty nine projects and the Stakeholder Involvement and Outreach Plan.
- The ITS Regional Architecture Plan is a key element of the MPO Transportation Planning process.
- A system of ITS field devices (CCTV Cameras, DMS, RWIS) have been implemented in Lincoln to enhance the safety, security, operations and economic well being of residents and communities.

Methodology:
- Conduct System Engineering Analysis to comply with FHWA requirements for the thirty nine projects identified in the ITS Regional Architecture.
- Update the joint ITS Regional Architecture to ensure that ITS investment in Southeast Nebraska area has established common communication protocols.
- Bring the region into compliance with the nationally established ITS standards and architecture.

Products:
A. Continue working with the ITS Regional Technical Work Group to provide stakeholder participation and input.
B. Conduct Regional ITS Architecture compliance assessments as required.
C. Initiate process to refresh/update the Regional ITS Strategic Plan and Architecture.
D. Conduct Project Level Architecture updates as required.
E. Encourage use of ITS strategies and field devices as a part of all roadway and structure projects.

Funding Source:
Combined Federal, State, and Local Funding

Functional Agency Responsible:
City of Lincoln, Lancaster County, Nebraska Department of Roads, local governments

Schedule of Products	Completion Dates
A. Continue working with ITS Regional Technical Work Group	On-going activity
B. Conduct Regional ITS Architecture compliance assessments	On-going activity
C. Conduct Project Level Architecture updates as required.	On-going activity
D. Encourage ITS strategies to be considered as part of all roadway and intrastructure projects	On-going activity

D. System Management, Operations and Coordination (6640)

Objective:
To carry out effective long-range transportation planning by integrating transportation system management and operations and system performance evaluations within the Lincoln Metropolitan Planning Area.

The metropolitan transportation planning process traditionally has focused on project needs and challenges associated with transportation system reliability, safety, and security that require near-term and long-term operational solutions. The time and resources required to implement new transportation infrastructure emphasize the need to optimize the effectiveness and performance of the transportation system through improved transportation system management and operations activities.

Transportation system management and operations activities are integrated in the Lincoln metropolitan transportation planning process, and assist the Lincoln MPO in meeting federal requirements that calls for system management and operations strategies to be incorporated into the metropolitan transportation plan.

Previous Work:
- Provide decision-makers direction on key transportation policies, issues and procedures
- Providing technical assistance for public and private projects for urban, rural, and state transportation planning and engineering activities.
- Ongoing work activities include developing and maintaining programs in traffic access management, site impact review, congestion management, intersection improvements, level of service and system performance measures.
- Access Management Plan developed.
- A Pavement Management Program survey for Lincoln streets was done in 2005 and updates to arterials and other major streets were completed in 2008 and 2012.

Methodology:
- System Management, Operations and Coordination is an evaluation of the need for transportation facilities and services based on travel demand. This may be accomplished on an area wide basis, within a single jurisdiction, within a specific transportation corridor or in any other geographic unit. System planning includes an evaluation of how the urban area develops and how human travel characteristics change the demand for transportation.
- System data and records are maintained to insure a consistent and proactive planning process and provide consistent up-to-date information for the transportation planning and transportation improvement programs.
- System Management, Operations and Coordination Activity maintains project data bases for the Transportation Plan which are translated into projects for input into the TIP. Data sources provide support for transportation planning and transportation related activities which include maintaining level-of-service information and functional classification for the roadway network
- Highway Functional Classification process is an on-going activity to determine the importance of all urban streets and highways in relation to one another and to urban development. This will undergo a complete review and updating to reflect the changing character of the urban environment transportation system.
- Emergency Preparedness has been established to address local disasters, both natural and man made, which are unpredictable as to time, location, nature and severity. An Emergency Plan has been developed to provide guidelines in responding to incidents and evacuation routes and

emergency operations management have been developed. City and County Public Works staff has received training through the National Incident Management System which is a unified approach to incident management with standard command and management structures and an emphasis on preparedness, mutual aid and resource management.

- Traffic Incident Management Planning (TIMP) is the process of managing multi-agency, multi-jurisdictional responses to street and highway traffic disruptions. The focus is on managing both small and large scale incidents requires a plan and executing it with the cooperation of all of the organizations involved. Major events require the planning and preparation from a wide scope of participants which may utilize pre-planning for the use of public transit which may become a critical component in addressing a major regional event. This includes Incident Management and ITS Plans are developed and maintained.
- Pavement Management Program uses specially equipped vans to collect high-quality digital images in mapping each street section of the pavement surface to measure the number the defects in the street surface in the street maintenance program. Follow-up to the Lincoln pavement condition survey calls for updates of major streets about every three to four years, and full surveys of all streets about every ten years.

Products:

A. Evaluation of the need for transportation facilities and services based on travel demand.
B. Develop and maintain system planning data and records to be used to support the transportation planning process and related planning/engineering activities.
C. Maintain Highway Functional Classification maps and update as needed support community development and the growing importance of all urban streets and highways.
D. Maintain and update as necessary the Emergency Plan and staff training to provide guidelines and preparedness in responding to incidents and evacuation routes and emergency conditions.
E. Oversee the Traffic Incident Management pre-planning activities and the execution of traffic operation plans for incidents.
F. An update of the TIMP is scheduled for FY 2015-16.
G. Follow-up to the street pavement condition survey will be completed during FY 2015-16.

Funding Source: Combined PL (80%) and Local Funding (20%)

Functional Agency Responsible: Local, 100%

Schedule of Products	**Completion Dates**
A. Evaluation of transportation facilities and services	On-going activity
B. Development and maintenance of system planning data and records	On-going activity
C. Maintain Highway Functional Classification maps	As needed
D. Maintain Emergency Plan and staff training to provide preparedness	As needed
E. Oversee the Traffic Incident Management planning and operations	On-going activity
F. An update of the TIMP id scheduled for FY 2015-16.	FY 2015-16
G. Follow-up to the street pavement condition survey	FY 2015-16

VII. CONTINUING URBAN TRANSPORTATION PLANNING PROCESS

A. Lincoln MPO Cost Allocation Plan for Fiscal Year 2015-2016

Purpose
The Transportation Planning "Cost Allocation Plan" for the Lincoln Metropolitan Planning Organization (MPO) is the basis of assigning project costs based on staff time spent on transportation planning work in carrying out the continuing transportation planning process within the Lincoln metropolitan area. The City of Lincoln has been designated as the recipient agency for the Lincoln Metropolitan Area for planning funds pursuant to 23 U.S.C. Section 134 which provides partial funding for the transportation planning process carried out by the Lincoln MPO. Overall program funding is based upon financial resources received from participating agencies which include the City of Lincoln, Lancaster County, State of Nebraska and federal government (FTA/FHWA).

The purpose of a cost allocation plan is to summarize the methods and procedures that are used to allocate costs and to establish the overhead rate for the MPO. This rate is used for the PL Funding grant which is administered through the Unified Planning Work Program (UPWP) and is the basis for the Federal Aid Highway Metropolitan Planning (PL) Funds agreement with the NDOR. This Cost Allocation Plan is submitted to the Nebraska Department of Roads (NDOR), the Lincoln MPO cognizant for the Federal Highway Administration, for approval.

General Approach
The Transportation Planning Cost Allocation Plan, is a cost rate proposal to document and identify the cost allocations and establish overhead rates of the MPO for fiscal year 2015-2016. There are three basic factors covering project costs and used in determining the total overhead rate. These include 1) direct assignable project costs, 2) employee fringe benefits and 3) indirect common or joint purpose project costs.

Direct assignable project costs are those expenses that can be identified specifically with a particular final objective. These are the gross costs of personnel, materials, services and consultants that have direct assignment or responsibilities identifiable to specific projects identified in the UPWP. Costs charged directly to final cost objectives do not require any further allocation or breakdown are assignable direct costs.

Direct assignable labor includes employee fringe benefits which are considered part of the direct labor costs. Fringe benefits costs are fixed expenses such as health insurance, vacation pay, employer's contribution to retirement funds, workers' compensation, and payroll taxes which are constant for each worker and so, like wages, adds directly to the cost of every job.

Indirect project costs include all job related costs other than direct labor and direct materials but are made up of indirect materials, indirect labor, and other overhead costs related to the carrying out the transportation planning program for the MPO. Indirect costs are incurred for a common or joint purpose and cannot be readily identified with a particular final cost objective; therefore, a method of allocation is used to distribute the indirect costs to various direct activities that were benefitted. To distribute indirect costs equitably and consistently, an "Indirect Cost Study" was completed by the City of Lincoln in 2012 which establishes an indirect rate for all project costs required to cover project overhead.

Overhead Factor
The overhead factor employed is a fairly simple, straightforward calculation, that establishes the general overhead costs that are incorporated into the labor billing rates. Two factors went into developing the this factor. First are the employee fringe benefits, estimated to average 30 percent of labor costs as determined by an audit of Lincoln's payroll and related expenses. Only those payroll-related expenses listed on the following page and included in Employee Fringe Benefits part 1.31.6 of the Federal Acquisition Regulation (Code of Federal Regulation 48) are included for reimbursement. For purposes of this plan, the employee fringe benefit funding level for the work program is a 30 percent rate applied to direct labor costs.

The "Indirect Cost Study" (2012) computed a new special indirect rate for project costs, a rate of 18.91 percent. This was done in accordance with Office of Management and Budget (OMB) Circular A-87, "Cost Principles for State and Local Governments," and "DOT Order 4600.17A Financial Assistance Management Requirements" (May, 9, 2000) for State DOTs and their subrecipients (local governments and metropolitan planning organizations).

The combined direct employee benefit rate (30.0%) and indirect overhead cost rate (18.91%) results in a total overhead cost rate of 50.56 percent to be applied to all project costs. This overhead cost rate is subject to any conditions that may be set forth in the payment section of the NDOR PL Fund agreement.

Cost Allocation To Projects
Each project that is active during the fiscal year receives an allocation of costs relative to its activity or staff time spent on the project. This includes direct personnel costs for the actual time, direct non-personnel project costs, and a share of all indirect costs relative to the project activity. The share of indirect costs charged to each project is determined by the staff activity and the overhead factor applied to each respective project's direct personnel costs.

This "Cost Allocation Plan" for the Lincoln MPO is the basis of assigning project costs and project support. At the quarter end, the actual dollar amount of available programmed funds will determine the amount of support each project will receive during the requisition period. Funding will be drawn from available federal, state, and local transportation funds, and other special transportation planning funds contracted for and authorized by the MPO Executive Officer, MPO Director, or Officials Committee.

Direct Assignable Personnel Costs. The gross costs of personnel that have direct assignment or responsibilities identifiable to specific projects in the UPWP. This is compensation paid to employees whose time is devoted specifically to the fulfillment of a particular program objective and do not require any further allocation or breakdown and are directly assignable. If direct personnel are assigned to general administrative functions, their time will be recognized as an indirect cost.

Employee Fringe Benefit Costs. Fringe benefits are fixed expenses that are directly assignable to labor costs. Fringe benefits costs are fixed expenses such as health insurance, vacation pay, employer's contribution to retirement funds, workers' compensation, and payroll taxes, etc. which are constant for each worker and so, like wages, adds directly to the cost of every job.

The fringe benefit costs inflate every dollar spent on wages by an average of 30 percent as determined by an audit of Lincoln's payroll and related expenses. Only those payroll-related expenses shown below and included in Employee Fringe Benefits part 1.31.6 of the Federal Acquisition Regulation (Code of Federal Regulation 48) are included for reimbursement. The fringe benefit cost rate of 30 percent is applied for quarterly grant reimbursement claims. Benefits include the following cost categories which are subject to conditions set forth in the PL Fund agreement:

- Social Security
- Retirement
- Life Insurance
- Health Insurance
- Workmen's Compensation
- Sick Leave
- Funeral Leave
- Vacation
- Holiday Pay
- Employee Assistance Program
- Unemployment
- Jury Duty Leave
- Injury Leave
- Military Leave

When claimed for reimbursement, the rate for overhead costs will be determined by an audit of Lincoln's payroll and related expenses for the FY 2015-16 PL contractual agreement.

Direct Non-Personnel Costs. The cost of non-personnel items or services that are directly assignable to the work program and charged directly to a specific objective and do not require any further allocation or breakdown are assignable direct costs. Direct non-personnel costs include the costs of any materials purchased and project related items such as contract services, project report publishing and reproductions, travel, reference materials, staff development, postage, public notices, data processing, memberships, and other costs directly identifiable to the program. Costs may include of pre-approved items such as equipment, consultants and subcontractors for performance of services specifically for the program.

Indirect Personnel Costs. The indirect personnel costs or "central overhead costs" are the overall costs it takes to support an employee. Indirect costs are spread among general and administrative expenses that are incurred for common or joint purposes benefitting more than one cost objective and not readily assignable to the a specific cost objective without effort disproportionate to the results achieved. These are gross costs of all personnel that are not directly assigned to specific projects but rather are assigned to support all project activities. If indirect costs are could be distributed equitably and consistently, it would not be necessary to develop a cost allocation plan. Staff assigned as an indirect cost will not be allocated as a direct cost to any other project or circumstance for which they have been assigned as a direct cost.

Indirect Non-Personnel Costs. Indirect non-personnel costs are all non-personnel costs incurred for common or joint purposes benefitting more than one cost objective, and are not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. These costs include the costs of office supplies, services, and facilities that benefit more than one project, program or department (for example, office rent, office supplies, base telephone, mail delivery, depreciation, insurance, janitorial services, utilities and other such costs similarly attributed to total agency and all project support). It is difficult to classify costs that will be indirect in all situations. However, one rule followed is that a cost is not allocated as an indirect cost if that cost or any other cost incurred in the same circumstance and for the same purpose has already been assigned to the program as a direct cost.

Products

The activities included in this work program will be carried out in accordance with the MPO Prospectus. The following Activity Reference Chart reflects the activities described above, with agency responsibilities and estimated costs noted. The activity number is that assigned to each activity for purposes of the Lincoln-Lancaster Planning Department and Public Works and Utilities Department Time Management Systems.

B. PROGRAM FUNDING SUMMARY TABLE

Staff Time Estimates For FY 2015-16

Staff (equivalent staff time)	Staff Months
Professional Staff	55
Support Staff	46

Estimated Costs By Agency

Agency	Estimated Costs
Program Funding Summary:	
Lincoln Metropolitan Planning Organization (MPO)	
Total Program Costs (100%):	$669,632
Federal Share (80%): PL Fund	$535,706
City Share (20%):	$133,927
PL Funding Summary:	
Federal Allocation: SPR-PL-1(53) (estimate)	$359,863
Federal Allocation: SPR-PL-1(52)	$ 0
Federal Allocation: SPR-PL-1(51)	$ 110,025
Federal Allocation: SPR-PL-1(50)	$ 65,818
Total Federal PL Fund Allocation:	$535,706

ACTIVITY REFERENCE CHART

WORK PROGRAM FOR CONTINUING TRANSPORTATION PLANNING IN THE LINCOLN METROPOLITAN AREA: FY 2015-16

Act. Number	Activity	Agency Primarily Responsible	Estimated Activity Costs PL Fund	Local	Total
ADMINISTRATIVE AND MANAGEMENT ACTIVITIES - 6100					
6110	General Program Administration	LLPD	15,000	3,750	18,750
6120	Certification of Transportation Planning Process	LLPD, DPW, TC	1,500	375	1,875
6130	Unified Planning Work Program	LLPD, DPW, TC	2,500	625	3,125
6140	PL Fund Grant Administration	LLPD, DPW	7,500	1,875	9,375
6150	Professional Development, Education and Training	LLPD, DPW	5,206	1,302	6,508
INTERAGENCY AND PUBLIC OUTREACH ACTIVITIES - 6200					
6210	Transportation Planning-Related Committees	LLPD, DPW	20,000	5,000	25,000
6220	Public Participation Program	LLPD	8,000	2,000	10,000
6230	Environmental Justice Strategies	LLPD	3,500	875	4,375
6240	Annual Transportation Report and Newsletters	LLPD	15,000	3,750	18,750
6250	Website Management and Enhancement	LLPD	5,000	1,250	6,250
DATA DEVELOPMENT, MONITORING AND EVALUATION VARIABLES – 6300					
6310	Geographic Information Systems (GIS)	LLPD, DPW, LCE	50,000	12,500	62,500
6320	Demographic Database Update	LLPD	5,000	1,250	6,250
6330	Land Use Database Update and Maintenance	LLPD, DPW, LCE	25,000	6,250	31,250
6340	Community Value Factors and Surveys	LLPD, DPW, TC	1,500	375	1,875
6350	Census Planning Activities (CTPP)	LLPD	2,500	675	3,125
6360	Transportation System Data Monitoring & Collection	LLPD, DPW, LCE	5,000	1,250	6,250

ACTIVITY REFERENCE CHART

WORK PROGRAM FOR CONTINUING TRANSPORTATION PLANNING IN THE LINCOLN METROPOLITAN AREA: FY 2015-16

Act. Number	Activity	Agency Primarily Responsible	Estimated Activity Costs PL Fund	Local	Total
SHORT RANGE PLANNING AND PROGRAMMING ACTIVITIES – 6400					
6410	Transportation Improvement Program (TIP)	LLPD, DPW, LCE, TC	9,500	2,375	11,875
6420	Financial Planning & Project Selection	LLPD, DPW, LCE, TC	8,500	2,125	10,625
6430	Coordinated Public Transit-Human Services	LLPD, DPW, LCE, TC	3,000	750	3,750
6440	Transportation Facilities and Site Plan Review	LLPD, DPW, LCE, TC	5,000	1,250	6,250
METROPOLITAN TRANSPORTATION PLANNING – 6500					
6510	Long Range Plan & Comp Plan Update	LLPD, DPW, LCE, TC	180,000	45,000	225,000
6520	Subarea Planning and Corridor Studies	LLPD, DPW, LCE, TC	2,500	625	3,125
6530	Pedestrian, Bicycle and Trails Planning	LLPD, DPW, LCE, TC	6,500	1,625	8,125
6540	Multi-modal Planning and Transit Coordination	LLPD, DPW, LCE, TC	12,000	3,000	15,000
6550	Goods and Freight Movement Planning	LLPD, DPW, LCE, TC	5,000	1,250	6,250
6560	Policy Studies and Regulation Review	LLPD, DPW, LCE, TC	3,500	875	4,375
TRANSPORTATION SYSTEM PLANNING – 6600					
6610	Transportation Model Development & Maintenance	LLPD, DPW, LCE, TC	120,000	30,000	150,000
6620	Congestion Management Process (CMP)	LLPD, DPW, LCE, TC	2,500	625	3,125
6630	Intelligent Transportation System (ITS)	LLPD, DPW, LCE, TC	2,000	500	2,500
6640	System Management and Operations Coordination	LLPD, DPW, LCE, TC	3,500	875	4,375
	MPO PROGRAM TOTALS		**$535,706**	**$133,927**	**$669,633**

VIII. TRANSIT PLANNING WORK PROGRAM – 6700

The following describes transit planning activities expected to be conducted in FY 2016. The task budget categories are per Federal Transit Administration (FTA) guidance circulars to be utilized for reporting and auditing purposes. Tables follow this information describing the level-of-effort and budget of each indicated task.

44.21.00 Program Support and Administration:

Various administrative activities will continue in FY 2016 in coordination with planning carried out by other agencies, including:

- Staff supervision and administration
- Professional development
- Coordination and development of planning activities
- Policy review and development
- Budget development and coordination
- Activities associated with procurement of StarTran capital items.
- Federal Compliance Review activities

44.22.00 General Development/Comprehensive Planning:

Evaluation and update of Transit Portion of Lincoln/Lancaster County Comprehensive Plan.

44.23.02 Long Range Transportation Planning:

Appropriate review and update of the Long Range Transportation Plan. Such update will need to include consideration of the potential impacts of changing demographics, emerging technologies, continuing financial constraints and sustainability issues.

44.24.00 Short-Range Transportation Planning:

Activities specifically related to short range transportation system/project planning and analysis will continue in FY 2016, to include:

- Management analysis of and planning related to internal operations.
- Short-range transportation system management (TSM) activities.
- Transit-related system and project planning.
- Transit-related surveillance activities.
- Transit marketing planning activities to include system branding and promotion of bus stop changes.
- Monitor results of Passenger Counting System for route performance and service effectiveness.
- Planning activities for the Transit Development Plan update.

44.25.00 Transportation Improvement Program:

In FY 2016, the transit portion of the 2015/16 and 2018/19 Transportation Improvement Program (TIP) will be developed and maintained and ensure consistency with the Capital Improvement Program. Use sound financial planning to accurately estimate available funds for system expansion, operations, and maintenance costs.

44.26.14 Planning Emphasis Areas :

In FY 2016 support will be given to the FTA Planning Emphasis Areas which includes:

- Safety and Security in Transportation Planning
- Participation of Transit Operators in Metropolitan and Statewide Planning
- Coordination of Non-Emergency Human Service Transportation
- Transit Systems Management/Operations to Increase Ridership
- Transit Capital Investment Decisions through Effective Systems Planning
- Transit Access Management Activities

44.27.00 Other Activities:

Transit-related portions of the following such transportation administrative programs will continue to be developed in FY 2016:

- Unified Planning Work Program.
- Planning Process Certification report
- National Transit Database Reporting
- Disadvantaged Business Enterprise Goal Reporting.
- Equal Employment Opportunity Plan Update

Appropriate planning activities will be conducted in FY 2016 which give early consideration of the natural environment and effects of transportation planning and project activities. Such planning activities will "address, as appropriate, equitable distribution of mobility benefits and possible adverse environmental/health impacts of federally-funded transportation investments and activities."

Schedule of Products	**Completion Dates**
A. Surveillance Activities	Fall 2015
B. Transportation Improvement Plan	Fall 2015
C. Unified Planning Work Program	March 2015
D. Planning Process Certification Report	Spring 2015
E. Program Support Activities	On-going activity
F. Short Range Transportation Planning Activities	On-going activity
G. Planning Emphasis Activities	On-going activity
H. National Transit Database Reporting	On-going activity
I. Disadvantaged Business Enterprise Goal Reporting	August 2015
J. Transit Development Planning Activities	December 2015
K. EEO Plan Update	April 2016
L. Federal Compliance Review Activities	May 2016
M. Title VI Plan Update	June 2016

Brian Praeuner (03/12/15)

TRANSIT PLANNING PROGRAM FUNDING SUMMARY F.Y. 2015-16

	FTA Section 5303	FTA Section 5307	City of Lincoln	TOTALS
Section 5303	$161,479	$0	$40,370	$201,849
Section 5307	$0	$90,567	$22,642	$113,209
TOTALS	$161,479	$90,567	$63,012	$315,058

TRANSIT PLANNING PROGRAM
FUNDING BY TASK
F.Y. 2015-16

	FEDERAL DOLLARS		CITY MATCH		
	Section 5303	**Section 5307**	**Section 5303**	**Section 5307**	**Total**
44.21.00 Program Support & Administration	51,673	28,981	12,918	7,245	100,817
44.22.00 General Development/Comprehensive Planning	3,230	1,812	807	453	6,302
44.23.02 Long Range Transportation Planning	4,844	2,717	1,212	679	9,452
44.24.00 Short Range Transportation Planning	61,632	34,415	15,341	8,604	119,992
44.25.00 Transportation Improvement Program	3,230	1,812	807	453	6,302
44.26.14 Planning Emphasis Areas	19,377	10,868	4,844	2,717	37,806
44.27.00 Other Activities	17,763	9,962	4,441	2,491	34,657
TOTALS	$161,479	$90,567	$40,370	$22,642	$315,058

Brian Praeuner (03/12/15)

IX. ENVIRONMENTAL STUDIES, PROGRAMS AND COORDINATION – 6800

A. Environmental Planning (6810)

Objective:
Continue a dialogue with City, County and Statewide agencies partners regarding ways all agencies can become involved in important environmental issues resulting in enhanced programs and maintain an emphasis on the integration of environmental values in the decision making processes.

Previous Work:
- *Wilderness Park Study* integrates the findings of a number of studies of Wilderness Park and makes recommendations for a park management plan and considerations planning process.
- *Natural Resources - Geographic Information System (NRGIS) Interpretive Summary* brings together importation natural resources information in digital form about Lancaster County for use in the community's on-going planning process.
- A *Greenprint Challenge* was undertaken in approach to planning urban and rural developments.

Methodology:
The *Long Range Transportation Plan* and the *Lincoln and Lancaster Comprehensive Plans* is a local resource of environmental principals and strategies for long term planning activities. The MPO will continue to work with local and state agencies building on planning activities and in developing environmental action plans to target environmental issues.

Products:
A. Further develop the transportation and environmental planning linkages with local, regional, state and federal environmental agencies.
B. Integration of environmental and transportation plans with planning activities of local, regional and state agencies to identify possible programs that can address local environmental issues.
C. Strengthen the emphasis of environmental values by further incorporating environmental planning in the transportation planning process.

Funding Summary:
Combination of Local and Federal PL Funds

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Further develop planning linkages with environmental agencies	On-going activity
B. Integration of environmental and transportation planning activities	On-going activity
C. Emphasize environmental values in transportation planning process	On-going activity

B. Urban Air Quality Planning (6820)

Objective: The minimization of air pollution such that the public's health is protected.

Ongoing Work:
The Lincoln metropolitan area has been designated by U.S. EPA as being in attainment or unclassifiable for all the National Ambient Air Quality Standards (NAAQS). An ambient air quality monitoring program, operated by the Lincoln-Lancaster County Health Department's (LLCHD) Air Quality Program, monitors particulate matter less than or equal to 2.5 microns in diameter (PM2.5), and ozone has been in place for many years. In FY 2011-2012 monitoring for carbon monoxide was discontinued due to monitored levels being safely below the NAAQS for carbon monoxide.

Monitoring Activities:
Since July of 2010, a PM2.5 continuous emissions monitor has been operating on the roof of the Health Department at 3140 N street in Lincoln. Funding was in part provided by the Nebraska Department of Environmental Quality. Data from this monitor is used to calculate the Air Quality Index (AQI) relative to fine particulate matter air pollution. In December of 2012, U.S. EPA strengthened the annual NAAQS for PM 2.5. Emissions from cars and trucks account for the majority of PM 2.5 pollution in Lancaster County. Recent studies conducted by the Health Effects Institute and other research groups indicate that exposures to traffic-related pollution are likely to be of public health concern and deserve public attention. Additional research is needed to fill key gaps in our understanding of emissions, exposure, and health. In FY 2015, the LLCHD's Air Quality Program purchased a new PM 2.5 continuous emissions monitor with additional funding received from the Nebraska Department of Environmental Quality. In addition, the LLCHD's Air Quality Program will install an investigative ozone monitor in Waverly to monitor ozone for the 2015 ozone season.

Ongoing Activities: Emission Inventory, Modeling, and Air Monitoring:

A. LLCHD will continue to monitor ambient air for PM2.5, and Ozone. Data is recorded in 1-hour, 8-hour, and 24-hour increments and annual averages are computed. In order to assess the impact of emissions from mobile sources, a comprehensive emission inventory is conducted on a regular basis using standard, EPA-approved models and emission calculation methods.

B. The LLCHD will continue to cooperate with the Lincoln-Lancaster County Planning Department, the Public Works and Utilities Department, the MPO and Nebraska Department of Roads to understand and quantify emissions related to the transportation system.

Funding source: Local and $117,000 from Nebraska Department of Environmental Quality(Federal pass through funds)

Functional Agency Responsibility: Local, 100%

Schedule of Products	Completion Dates
A. Comprehensive emission inventory is conducted using standard methods	On-going activity
B. Continue to cooperative planning efforts with the MPO	On-going activity

(Chris Schroeder 2015)

C. Flood Plain Management Program Coordination (6830)

Objective:
This program is to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions by sound management of flood hazard areas. To accomplish this, an integrated watershed management program is to be developed and maintained that will take a comprehensive, proactive approach to floodplain and stormwater management. This also enables the City and County to maintain status in the National Flood Insurance Program.

Previous Work:
- Floodplain mapping efforts were completed in Beal Slough, Southeast Upper Salt Creek (SEUSC), Stevens Creek, Salt Creek, Deadmans Run, Curdwell Branch, Little Salt Creek and Countrywide. FEMA adopted new floodplain maps for all these areas April 16, 2013.
- Completed the Antelope Creek Watershed Master Plan for water quality.
- Completed the South Basins Watershed Master Plans for South Salt Creek, Middle Creek and Haines Branch (January 2015).
- Letter of map revisions for Beal Slough and Antelope Creek were approved by FEMA May 2014 and June 2014, respectively.

Methodology:
- Develop a unified master plan for the City to address stream stability, flood issues and water quality.
- Disseminate floodplain and stormwater information to the public, utilizing web technology and GIS to increase the range of information available.
- Ongoing stormwater education program.

Products:
- Approve the Wagon Train Watershed floodplain as a city approved floodplain area.
- Develop the North Basins Watershed Master Plan for Oak Creek, Lynn Creek and for the tributies to Salt Creek (north of Oak Creek) that are within the City's 3 mile jurisdiction.

Funding source:
Combination of local, state, and federal funds.

Functional Agency Responsibility:
Local, 100%

Schedule of Products	Completion Dates
A. Approve the Wagon Train floodplain area	Spring 2015
B. Initiate the North Basins Watershed Master Plan	Summer 2016

(Ben Higgins 2015)

X. LINCOLN MUNICIPAL AIRPORT PLANNING – 6900

A. Airport Master Plan Study (6910)

Objective:
The Lincoln Airport Authority is to undertake an Airport Master Planning effort with the primary objective of producing a long term development program that will yield a safe, efficient, economical, and environmentally acceptable air transportation facility. This comprehensive study will provide an analysis of airport needs, a definition of the airport's role within the regional airport system and evaluate alternatives with the purpose of providing direction for the future development of the facility.

Previous Work:
The previous *Lincoln Airport Master Plan* completed in August of 2007 was sponsored by the Lincoln Airport Authority, funded with assistance of the Federal Aviation Administration (FAA) and

Methodology:
To accomplish the objectives of the study, the Airport Master Planning effort analyzes and supplies the following information:

- **Inventory of Existing Conditions** – Assemble and organize relevant information and data for the Lincoln Airport, the City of Lincoln and Lancaster County.
- **Forecasts** – Develop detailed projections of future aviation activity by quantity and type.
- **Facility Requirements** – Estimate the current and future levels of airfield capacity and delay. Identify the facility requirements needed to meet projected demand for existing, short, intermediate and long term time frames.
- **Airport Alternatives** – Evaluate concepts of the various alternatives for airport development as determined by current and future facility requirements.
- **Recommended Master Plan Concept and Airport Layout Plan** – Refine the recommended airport development concepts into the airport final plans for development.
- **Capital Improvement Plan** – Prepare a capital improvement program to assist in the implementation of the recommended development plan. Establish development priorities and schedule proposed development items and estimate development costs.
- **Obstacle Identification Surveys** – Provide obstruction surveys of airport approach and departure surfaces meeting FAA accuracy requirements.

Products:
The Study provides an *Airport Master Plan* which will consist of the *Airport Master Plan* document and an updated *Airport Layout Plan* showing the planned development described in the planning document.

Funding Source:
Lincoln Airport Authority: $30,000 (10%)
Federal Aviation Administration: $270,000 (90%)

Functional Agency Responsible: Local (100%)

Schedule of Products	Completion Dates
A. *Airport Master Plan* and updated *Airport Layout Plan*	Fall 2016

Jon Large (03/30/15)

END

Metropolitan Planning Organization
555 South 10th Street, Suite 213
Lincoln, NE 68508
402-441-7491
lincoln.ne.gov (keyword: mpo)