

# KYOVA

## Interstate Planning Commission

### Huntington, WV-KY-OH Urbanized Area MPO

(Cabell and Wayne Counties, WV/Boyd and Greenup Counties, KY/Lawrence County, Ohio Urbanized Area)

## FY 2022 Unified Planning Work Program

July 1, 2021 to June 30, 2022



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## ABSTRACT

**TITLE:** KYOVA Interstate Planning Commission FY 2022 Unified Planning Work Program (UPWP) and Budget<sup>(1)</sup>

**AUTHOR:** KYOVA Interstate Planning Commission

**DATE:** February 26, 2021

**SOURCE:** KYOVA Interstate Planning Commission  
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**AUTHORIZED**

**OFFICER:** Christopher M. Chiles, Executive Director ([cchiles@kyovaipc.org](mailto:cchiles@kyovaipc.org))

This document, the FY 2022 KYOVA Interstate Planning Commission (Huntington, WV–KY–OH Urbanized Area) Unified Planning Work Program (UPWP), prepared annually by the KYOVA Interstate Planning Commission to meet requirements of Federal and State transportation funding agencies for transportation related planning activities during Fiscal Year 2022, which begins July 1, 2021 and ends June 30, 2022. It is part of the official agreement between KYOVA, the West Virginia Department of Transportation (WVDOT/WVDOH), the Kentucky Transportation Cabinet (KYTC), and the Ohio Department of Transportation (ODOT). The UPWP is financed with combined Federal Highway Administration (FHWA) Planning (PL) Funds and the Federal Transit Administration (FTA) Section 5303 Planning Funds.

Emphasis areas for the FY 2022 Unified Planning Work Program include, but are not limited to: performance targets consistent with Fixing America’s Surface Transportation (FAST) Act; STIP/TIP development for each state within the KYOVA Planning Area; Title VI and Environmental Justice (EJ) activities; continued development of metropolitan planning agreements; Access Ohio 2045 Implementation activities; Walk.Bike.Ohio Implementation; Kentucky Strategic Highway Investment Formula for Tomorrow (SHIFT); statewide safety initiatives; data sharing; equity in transportation planning; and multi-modal corridor studies/plans collaboration.

<sup>1</sup>FY 2022 UPWP Development Schedule

1. 02/26/2021-KYTC; 03/05/2021-WVDOH & ODOT DRAFT UPWP
2. 04/30/2021-KYTC; 05/07/2021-WVDOH & ODOT FINAL UPWP

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# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2022**

**Unified Planning Work Program**

**PREFACE**

**Resolutions Approving the  
FY 2022 UPWP and SF-424**

**KYOVA POLICY BOARD AUTHORIZING RESOLUTION**

I, Nancy Cartmill, do hereby certify that I am duly qualified and acting Chair of the KYOVA Interstate Planning Commission and as such, I am the keeper of the seal, records, and files of the KYOVA Interstate Planning Commission.

I do further certify that at a regularly constituted meeting of the Policy Committee of the KYOVA Interstate Planning Commission held on the 26<sup>th</sup> day of February 2021 at which a quorum of all of the members were present and voting, a certain Resolution was adopted in full accordance and conformity with the By-Laws of the Applicant has made and provided, and that the following is a complete and true copy of the pertinent provisions of said Resolution:

**BE IT RESOLVED BY THE** Policy Committee of the KYOVA Interstate Planning Commission:

1. That an application be made to the West Virginia Department of Transportation, the Kentucky Transportation Cabinet, and the Ohio Department of Transportation to acquire funds to provide transportation planning and technical assistance as described in the FY 2022 Unified Planning Work Program (UPWP).
2. That Christopher M. Chiles, of the KYOVA Interstate Planning Commission, is hereby authorized and directed to execute and file on behalf of the KYOVA Interstate Planning Commission such applications, and that Christopher M. Chiles is authorized to furnish such additional information as may reasonably be required by the Federal Transit Administration, the West Virginia Department of Transportation, the Kentucky Transportation Cabinet, or the Ohio Department of Transportation in connection with the aforesaid application for said grant.

I further certify that the original of the complete said Resolution is on file in the records of KYOVA Interstate Planning Commission.

I do further certify that the foregoing Resolution remains in full force and effect and has not been rescinded, amended, or altered in any manner since the date of its adoption.

**IN WITNESS WHEREOF**, I have hereunto affixed my official signature and the seal, (if appropriate), of the KYOVA Interstate Planning Commission, this 26<sup>th</sup> day of February 2021.



\_\_\_\_\_  
Nancy Cartmill, Acting Chair

Date: \_\_\_\_\_ February 26, 2021

**Sections 5311/5339/5310/5304  
SFY 2022**

Resolution # 2021-010

**A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE DEPARTMENT OF TRANSPORTATION, UNITED STATES OF AMERICA, FOR A GRANT UNDER FIXING AMERICA'S SURFACE TRANSPORTATION ACT (FAST ACT) and A RESOLUTION COMMITTING THE LOCAL SHARE OF FUNDS NECESSARY TO SECURE A SECTION 5311/5339/5310/5303/5304 GRANT APPLICATION.**

**WHEREAS**, the Secretary of Transportation is authorized to make grants for mass transportation projects; and

**WHEREAS**, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs; and

**WHEREAS**, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Fixing America's Surface Transportation Act (FAST Act). the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the Department of Transportation requirements thereunder; and

**WHEREAS**, it is required by the U.S. Department of Transportation in accordance with the provisions of Section 504 of the Rehabilitation Act of 1973, that in connection with the filing of an application for assistance the applicant gives an assurance that it will comply with Section 504 of Rehabilitation Act of 1973 and the U.S. Department of Transportation requirements thereunder; and

**WHEREAS**, it is required by the U.S. Department of Labor in accordance with the provisions of Section 5333(b) of the Fixing America's Surface Transportation Act (FAST Act). that in connection with the filing of an application for assistance under the Fixing America's Surface Transportation Act (FAST Act). and in the absence of a waiver from the U.S. Department of Labor, the applicant gives an assurance that it will comply with Section 5333(b) of the Fixing America's Surface Transportation Act (FAST Act). and the U.S. Department of Labor requirements thereunder; and

**WHEREAS**, it is the goal of the applicant that disadvantaged business enterprises be utilized to the fullest extent possible in connection with this project, and the definite procedures shall be established and administered to ensure that disadvantaged businesses shall have maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment contracts or consultant and other services.

**Authorizing Resolution/Resolution of Local Share SFY 2021**  
**Page 2 of 3**

**NOW, THEREFORE, BE IT RESOLVED BY THE KYOVA INTERSTATE PLANNING COMMISSION POLICY COMMITTEE**, hereinafter referred to as Applicant's Governing Board, OF THE KYOVA INTERSTATE PLANNING COMMISSION, hereinafter referred to as Applicant, authorizes the following in regard to CHRISTOPHER M. CHILES, EXECUTIVE DIRECTOR, hereinafter referred to as Agency Representative:

Section 1. That Agency Representative of the Applicant is authorized to execute and file an application on behalf of the Applicant with the U.S. Department of Transportation, to aid in the financing of the FTA Section 5303 planning assistance projects described in the attachment.

Section 2. That Agency Representative is authorized to execute and file with such application an assurance or any other document required by the U.S. Department of Transportation effectuating the purpose of Title VI of the Civil Rights Act of 1964.

Section 3. That Agency Representative of the Applicant is authorized to set forth and execute affirmative minority business policies in connection with the project's procurement needs.

Section 4. That Agency Representative of the Applicant is authorized to set forth and execute with such application an assurance that the Applicant will comply with the conditions of the Section 5333(b) Warranty as required by the U.S. Department of Labor effectuating the purposes of Section 5333(b) of Fixing America's Surface Transportation Act (FAST Act).

Section 5. That Agency Representative is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the application or the project.

Section 6. That Agency Representative is authorized to execute grant contract agreements on behalf of Applicant with the Kentucky Transportation Cabinet for aid in the financing of the FTA Section 5303 planning assistance project(s).

Section 7. That Agency Representative is authorized to sign all grant, budgets, application, and contract agreements via electronic signature on behalf of Applicant with the Kentucky Transportation Cabinet.

Section 8. This Resolution shall be in full force and effect from and after the date of its adoption.

WHEREAS, Applicant is authorized by KRS 96A to apply for and accept grants of money to assist in the implementation of a transit system or for transportation planning in Boyd and Greenup counties in Kentucky; and



**Authorizing Resolution/Resolution of Local Share SFY 2021**  
**Page 3 of 3**

WHEREAS, Applicant has applied to the Kentucky Transportation Cabinet and the Federal Transit Administration of the United States Department of Transportation Act of 1964, in connection with the Section 5311/5339/5310/5303/5304 project; and

WHEREAS, said Applicant requires assurance of the Applicant's Governing Board relative to the commitment of the local share for the Section 5311/5339/5310/5303/5304 project(s).

NOW THEREFORE, BE IT RESOLVED BY THE Applicant's Governing Board,


1. That the Applicant's Governing Board hereby gives assurance that it is the intent of this Body to commit its local share of the funds necessary to support this project to improve transit service in Applicant's service area, as stated above, for a minimum of five years from the inception of the project. Said local share of expenses is to be resolved from KYOVA's local dues;
2. That the Applicant's Governing Board hereby gives assurance that it is the intent of this Body to continue the operation of transit service or planning for transit service for a minimum of five years.

**ADOPTED by vote of the Applicant's Governing Board this 26<sup>th</sup> day of February 2021.**

**Approved:**

Christopher M. Chiles  
Printed Name

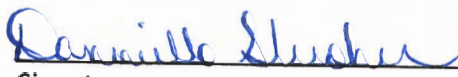
Executive Director  
Title

  
Signature

**Attest:**

Danielle Slusher  
Printed Name

Finance Manager  
Title

  
Signature

I, being the duly appointed Finance Manager (Title) of the Applicant, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2021-010 adopted by the Applicant's Governing Board, February 26, 2021.

### METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION

WHEREAS the USDOT Fixing America's Surface Transportation Act (FAST Act) legislation requires the Metropolitan Planning Organization (MPO) to certify that its transportation planning process is in conformance with regulations; in accordance with 23 CFR 450.220, the West Virginia Department of Transportation and KYOVA Interstate Planning Commission, the Metropolitan Planning Organization for the Huntington WV-KY-OH urbanized area, hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304, 23 CFR Part 450 and this subpart;
- II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- III. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- IV. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- V. Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37, and 38;
- VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

**KYOVA Interstate Planning Commission**

**West Virginia Department of Transportation**



\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Executive Director**

**Title**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**February 26, 2021**

**Date**

\_\_\_\_\_  
**Date**

<b>Application for Federal Assistance SF-424</b>		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
<b>* 3. Date Received:</b> <input type="text" value="02/26/2021"/>	<b>4. Applicant Identifier:</b> <input type="text"/>	
<b>5a. Federal Entity Identifier:</b> <input type="text"/>	<b>5b. Federal Award Identifier:</b> <input type="text"/>	
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> <input type="text" value="KYOVA INTERSTATE PLANNING COMMISSION"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="55-0514645"/>	<b>* c. Organizational DUNS:</b> <input type="text" value="109949565000"/>	
<b>d. Address:</b>		
<b>* Street1:</b> <input type="text" value="400 THIRD AVENUE"/> <b>Street2:</b> <input type="text"/>	<b>* City:</b> <input type="text" value="HUNTINGTON"/> <b>County/Parish:</b> <input type="text"/>	
<b>* State:</b> <input type="text" value="WV: West Virginia"/>	<b>Province:</b> <input type="text"/> <b>* Country:</b> <input type="text"/>	
<b>* Zip / Postal Code:</b> <input type="text" value="25701"/>		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> <input type="text"/>	<b>Division Name:</b> <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> <input type="text"/> <b>Middle Name:</b> <input type="text" value="M"/> <b>* Last Name:</b> <input type="text" value="CHILES"/> <b>Suffix:</b> <input type="text"/>	<b>* First Name:</b> <input type="text" value="CHRISTOPHER"/>	
<b>Title:</b> <input type="text" value="EXECUTIVE DIRECTOR"/>		
<b>Organizational Affiliation:</b> <input type="text"/>		
<b>* Telephone Number:</b> <input type="text" value="304-523-7434"/>	<b>Fax Number:</b> <input type="text" value="304-529-7229"/>	
<b>* Email:</b> <input type="text" value="CCHILES@KYOVAIPC.ORG"/>		

<b>Application for Federal Assistance SF-424</b>
<b>* 9. Type of Applicant 1: Select Applicant Type:</b> N: Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) <input type="button" value="v"/> Type of Applicant 2: Select Applicant Type: <input type="text"/> Type of Applicant 3: Select Applicant Type: <input type="text"/> * Other (specify): <input type="text"/>
<b>* 10. Name of Federal Agency:</b> FEDERAL HIGHWAY ADMINISTRATION
<b>11. Catalog of Federal Domestic Assistance Number:</b> 20.205 CFDA Title: HIGHWAY PLANNING AND CONSTRUCTION (FEDERAL AIR HIGHWAY PROGRAM)
<b>* 12. Funding Opportunity Number:</b> <input type="text"/> * Title: <input type="text"/>
<b>13. Competition Identification Number:</b> <input type="text"/> Title: <input type="text"/>
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
<b>* 15. Descriptive Title of Applicant's Project:</b> UNIFIED PLANNING AND WORK PROGRAM AND BUDGET (TRANSPORTATION PLANNING) <input type="text"/>
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>

<b>Application for Federal Assistance SF-424</b>	
<b>16. Congressional Districts Of:</b>	
* a. Applicant <input type="text" value="THIRD"/>	* b. Program/Project <input type="text" value="THIRD"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
<b>17. Proposed Project:</b>	
* a. Start Date: <input type="text" value="07-01-2021"/>	* b. End Date: <input type="text" value="06-30-2022"/>
<b>18. Estimated Funding (\$):</b>	
* a. Federal	<input type="text" value="811,750.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text" value="132,100.00"/>
* d. Local	<input type="text" value="113,325.00"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="1,057,185.00"/>
<b>* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>	
<input checked="" type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/>	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input type="checkbox"/> c. Program is not covered by E.O. 12372.	
<b>* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)</b>	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
<b>21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)</b>	
<input checked="" type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
<b>Authorized Representative:</b>	
Prefix: <input type="text"/>	* First Name: <input type="text" value="CHRISTOPHER"/>
Middle Name: <input type="text" value="M"/>	
* Last Name: <input type="text" value="CHILES"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="EXECUTIVE DIRECTOR"/>	
* Telephone Number: <input type="text" value="304-523-7434"/>	Fax Number: <input type="text" value="304-529-7229"/>
* Email: <input type="text" value="CCHILES@RYOVAIPC.COM"/>	
* Signature of Authorized Representative: <input type="text"/>	* Date Signed: <input type="text" value="4-23-2021"/>

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# **KYOVA Interstate Planning Commission**

**Huntington, WV-KY-OH Urbanized Area**

**FY 2022**

**Unified Planning Work Program**

**SECTION I**

**Introduction**

## **INTRODUCTION**

### **PURPOSE**

The KYOVA Interstate Planning Commission (Huntington, WV–KY–OH Urbanized Area) Unified Planning Work Program (UPWP) outlines the planning activities to be performed by all participants in the cooperative metropolitan planning process in the West Virginia counties of Cabell and Wayne; Kentucky counties of Boyd and Greenup; and the urbanized portion of Lawrence County, Ohio. The work program reflects a careful consideration of critical transportation issues currently facing the region as well as the analytical capabilities necessary to address them. The UPWP 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). Included within, is a proposed budget for the year's activities, complete with identification of the expected funding sources for said budget. Applicable federal statutes are: 23 USC 134(a), (f), and 49 USC 5303(a), (b). Primary federal regulations are 23 CFR 420.109, 23 CFR 450.314, and 49 CFR 613.

Under the provisions of the Fixing America's Surface Transportation (FAST) Act planning emphasis will be placed on implementation of the law, promoting cooperation across MPO boundaries, and creating access to opportunity, with an eye toward achieving performance goals in safety, infrastructure condition, congestion reduction, system reliability, freight movement/economic vitality, environmental sustainability, and reduced project delivery delays. Additionally, emphasis will be given to compliance with provisions of Title VI of the Civil Rights Act.

All aspects of transportation planning taken herein will be conducted context sensitive to surrounding land-use and integrated with and in support of larger community goals related to economic development, preservation of environmental resources, responsible for existing infrastructure, safety and security within the transportation system, equitable participation, and maintenance of the quality of life in the region. The work elements herein will keep these goals in mind.

### **GOALS AND OBJECTIVES**

The goal and objective of the KYOVA Interstate Planning Commission are to conduct and implement a comprehensive multi-modal transportation planning process for the service area that is consistent with land-use, economic development, and financial resources. The planning process shall be in the interest of advancing the economic and social welfare of the planning area by producing a plan for metropolitan transportation development and transportation facilities. The planned transportation facilities shall provide adequate service for local and metropolitan movements of persons, goods, and services as reflected in plans and forecasts for future land-use, area development and create access to opportunity. The goal shall be developed to generate projected patterns and quantities to aid in the future design of streets, highways and other transportation modes and facilities. The Metropolitan Transportation Plan (MTP) is based on existing and projected land-use, as well as transportation and economic characteristics, in specified increments of approximately four (4) years, to meeting the needs of the area through the year 2040. Additionally, the plan shall be physically and financially feasible and should be acceptable to the federal, state, and local agencies and capable of being revised due to unforeseen circumstances.



**KYOVA GOALS**

- Improve the quality of life for the region's citizens by identifying ways to enhance regional transportation systems.
- Assist member governments and agencies in addressing local and regional transportation concerns in a continuing, cooperative, and comprehensive manner.
- Assure the equitable flow and prudent expenditures of public funds.

**KYOVA OBJECTIVES**

- Secure necessary basic data to evaluate and assess the service provided by the existing transportation system.
- Create a functional relationship between transportation and balanced metropolitan development.
- Determine current transportation deficiencies and future needs, with respect to both facilities and operations, within the context of urban growth and foreseeable land-use changes.
- Provide legislative entities and the public with fully documented reports on transportation needs.
- Prepare realistic plans to improve all modes of transportation services and established programs and priorities for plan implementation.
- Maintain federal designations and planning processes and meet federal and state requirements for regional programs.
- Provide information and technical planning support for the benefit of member communities to enable the best use of public resources.
- Establish a program for continuous updating of data as conditions change to permit periodic review of the plan by reflecting consideration of alternate activities.

**KYOVA PERFORMANCE TARGETS**

KYOVA will support each of the State (West Virginia, Kentucky, and Ohio) DOTs Targets. This will be completed within 180 days of the states' adoption of targets. A mechanism shall be established jointly with the State DOTs to report these targets and annual values upon request from FHWA and FTA.

**PREVIOUS WORK**

The FY 2021 End of Year Performance and Expenditure Report (P&E) will provide a complete accounting and report of the year's activities. FY 2021 monthly reports and/or invoices were submitted to WVDOH/WVDOT, KYTC, and ODOT for completed activities.

**HISTORY AND MISSION**

KYOVA Interstate Planning Commission is an association of local governments in western West Virginia, northeastern Kentucky, and southern Ohio that serves as a forum for assessing and acting upon regional transportation concerns. KYOVA's goal is to promote cooperation among members, the governments closest to the people, and to maximize their capabilities for solving problems that cannot be solved by any one jurisdiction.

KYOVA was formally organized on October 11, 1968. Its creation, via interstate compact, was the culmination of years of thought initiated in 1965 with the beginning of the Huntington-Ashland-Ironton Area Transportation Study (HAIATS). KYOVA was formed from HAIATS to coordinate and administer transportation planning. In the late 1980s, the Kentucky counties seceded from the KYOVA Interstate Planning Commission and the Commonwealth of Kentucky designated FIVCO Area Development District to act as the MPO and to perform the transportation planning activities in Boyd and Greenup counties, Kentucky. In March 2012, the U.S. Census Bureau released its 2010 urbanized area (UZA) information which demonstrated that the Huntington, WV–KY–OH Urbanized Area grew in terms of land area and population. The 2010 population for the Huntington, WV-KY-OH Urbanized Area exceeded 200,000, and as a result of the population growth, the area was designated a Transportation Management Area (TMA). The newly designated Huntington, WV-KY-OH TMA included Boyd and Greenup counties, Kentucky with the previous West Virginia counties of Cabell and Wayne and the urbanized portion of Lawrence County, Ohio. Additionally, the areas of Hurricane and Teays Valley in Putnam County, West Virginia were included in the March 2012 TMA designation. As a result, beginning July 1, 2013, all MPO planning activities relating to the Boyd and Greenup counties in Kentucky were reunited with the KYOVA Interstate Planning Commission. However, the transportation planning activities for Putnam County continued to be overseen by the Regional Intergovernmental Council (RIC) located in Charleston, West Virginia.

To provide a recognized geographical area of activity, in 1966, the Bureau of the Census designated the urbanized area of Huntington-Ashland-Ironton as the Metropolitan Statistical Area (MSA). This area included: Cabell and Wayne counties in West Virginia; Boyd and Greenup counties in Kentucky; Lawrence County, Ohio; and the cities of Huntington, West Virginia; Ashland, Kentucky; and Ironton, Ohio. In 1973 and 1981 the Bureau of the Census expanded the MSA to include Carter County, Kentucky; however, they were not included in subsequent Censuses. On February 28, 2013, the Office of Management and Budget (OMB) redesignated the MSA based on the standards published in the June 28, 2010 Federal Register (75 FR 37246-37252) and Census Bureau data to include Putnam and Lincoln counties, West Virginia making the Huntington, WV MSA the largest in the state of West Virginia with seven (7) counties from a three-state region and an April 1, 2010 population of 364,908 and a population estimate of 352,823 as of July 1, 2018<sup>1</sup>.

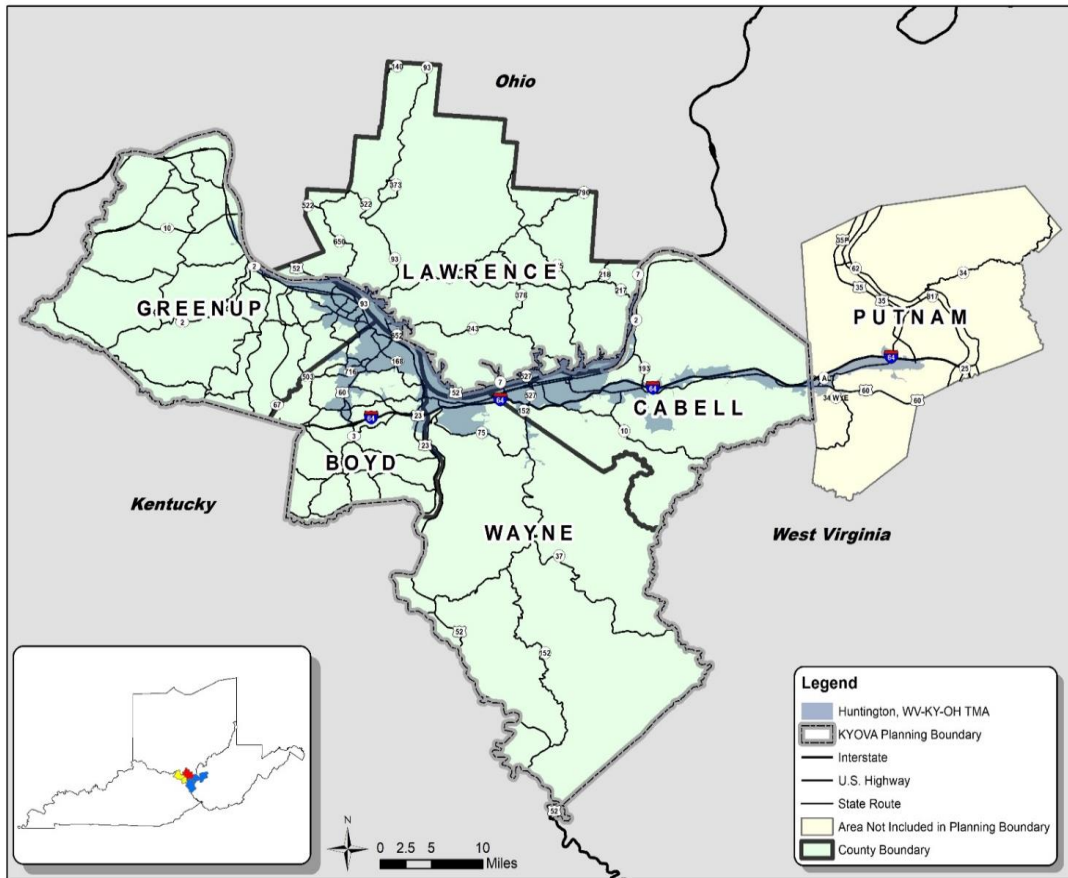
## AREA OVERVIEW

The Huntington, WV–KY–OH Transportation Management Area encompasses Cabell and Wayne counties and a portion of Putnam County in West Virginia, Boyd and Greenup counties in Kentucky and the urbanized portion of Lawrence County, Ohio. This area encompasses the urban area for the present design year to 2040. As mentioned earlier, RIC oversees the transportation planning for Putnam County, West Virginia. **Figure 1** depicts Huntington, WV-KY-OH Transportation Management Area and the planning area for the KYOVA Interstate Planning Commission.

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<sup>1</sup> U.S. Census – American Fact Finder – Annual Estimates of the Resident Population: April 1, 2010 to July 1, 2017 – United States – Metropolitan and Micropolitan Statistical Area; and for Puerto Rico. Link: <https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=bkmk>

**Figure 1: KYOVA Metropolitan Planning Boundary for the Huntington, WV-KY-OH TMA**



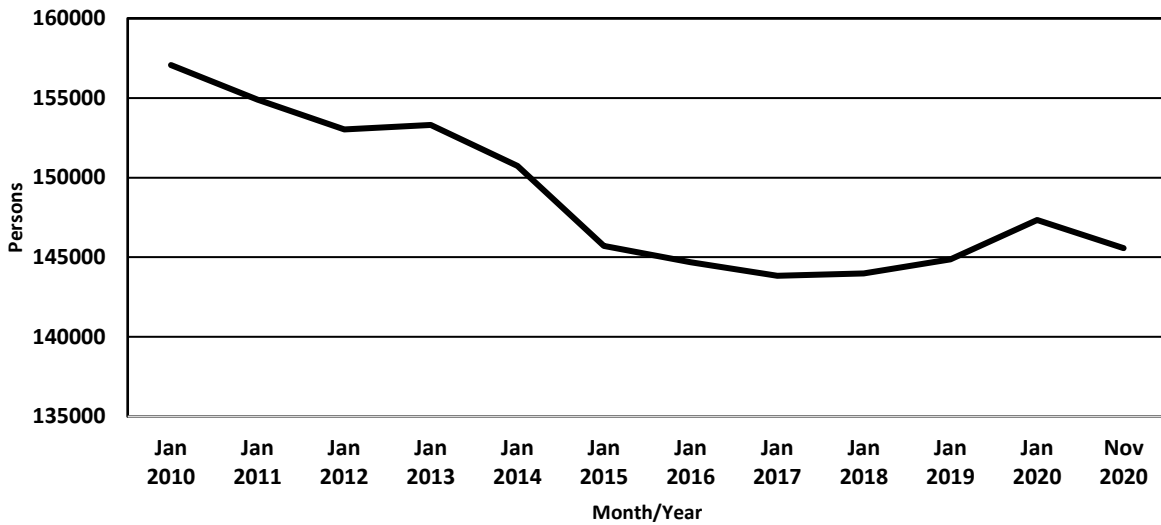
Based on the 2010 U.S. Census the area (square miles), population and labor force for each county are presented below.

County/State	Area (square miles)	Population (2010)*	Population - Estimated (2019)**
Cabell, West Virginia	285	96,319	94,339
Wayne, West Virginia	518	42,481	40,303
Putnam, West Virginia	345	55,486	56,610
Boyd, Kentucky	159	49,542	47,682
Greenup, Kentucky	344	36,891	35,555
Lawrence, Ohio	456	62,450	60,184
<b>Total</b>	<b>2,107</b>	<b>343,169</b>	<b>334,673</b>

Sources: \*American Fact Finder 2010 Census – Community Facts and \*\*U.S. Census Bureau ACS Demographic & Housing Estimates – 2019 ACS 5-year Estimates Data Profile Table DP05

The Bureau of Labor Statistics of the U.S. Department of Labor published the Huntington-Ashland, WV-KY-OH Metropolitan Statistical Area’s Civilian Labor force at 147,127 persons for the period ending January 2020, which was the most recent at the time of this report. The unemployment rate in October 2020 was 6 percent. Figure 2 below, illustrates the Labor Force History from January 2010 to November 2020.

**Figure 2: Civilian Labor Force Huntington-Ashland, WV-KY-OH (MSA) – January 2010 to November 2020**



Source: [https://data.bls.gov/timeseries/LAUMT542658000000006?amp%253bdata\\_tool=XGtable&output\\_view=data&include\\_graphs=true](https://data.bls.gov/timeseries/LAUMT542658000000006?amp%253bdata_tool=XGtable&output_view=data&include_graphs=true)

The KYOVA Metropolitan Planning Area (Huntington, WV-KY-OH Urbanized Area) topography is mountainous with the Ohio River Valley running east to west. Additionally, there are lowlands that are formed by the Big Sandy River. The counties within the TMA have both urban and rural areas, with the largest urban areas lying along the Ohio River. Most of the population, business services and industrial complexes are located along the Ohio River; however, population and small industrial complexes have shifted from urban to suburban and rural areas during the forty-year period from 1960 to 2000. Large tracts of vacant land and improvement of highways have made rural tracts of land very attractive for development.

Highway, rail, river, and air transportation serve this area. Rail and river transportation both move large amounts of bulk material, including coal and oil refinery products.

**Air Quality**

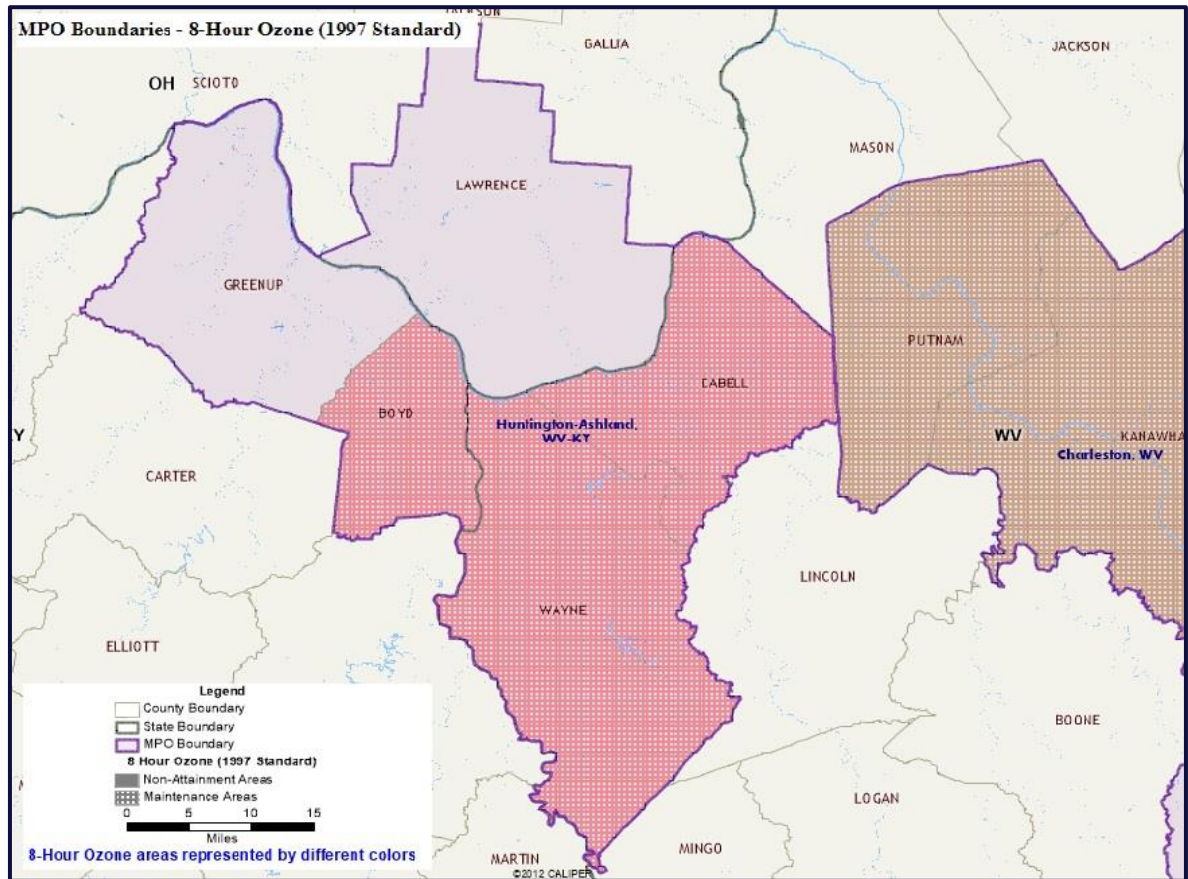
The following locations fall within the KYOVA’s planning area of the Huntington-Ashland, WV-KY-OH Ozone 8-hour (1997) designation as a Maintenance Area:

Kentucky: Boyd County

West Virginia: Cabell County and Wayne County

The map below, **Figure 3**, depicts the Huntington-Ashland, WV-KY-OH 8-hour Ozone Maintenance Area. The map is intended to depict the extent of the Ozone 8-Hour subject to Transportation Conformity and the MPO Planning area relate to each other.

**Figure 3: Huntington-Ashland, WV-KY-OH Ozone 8-Hour (1997) Area Map**



Source: [https://hepaqis.fhwa.dot.gov/fhwaqis/ViewMap.aspx?map=MPO+Boundaries|8-Hour+Ozone+\(1997+Standard\)](https://hepaqis.fhwa.dot.gov/fhwaqis/ViewMap.aspx?map=MPO+Boundaries|8-Hour+Ozone+(1997+Standard))

KYOVA Interstate Planning Commission welcomes the sound concept of more local participation in transportation planning, especially in areas where local concerns and plans for progress are best known and understood. It is KYOVA’s belief that local participation will result in a better understanding and cooperation among the general public and all governmental agencies involved in the transportation planning process.

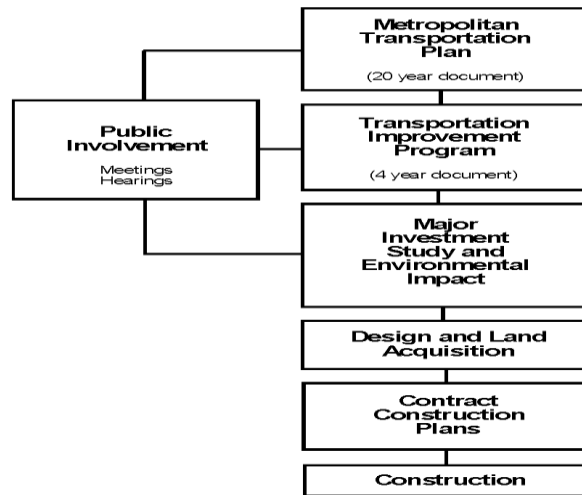
The division of the KYOVA Metropolitan Planning Area (Huntington, WV–KY–OH Urbanized Area), by state boundaries, presents obstacles to the transportation planning process. Different laws and procedures of each state must be taken into consideration, along with other controlling factors, such as the extent of industrial, residential, and business areas; location and services provided by transportation agencies and terminals; and proposed developments to serve a mobile population. These challenges can be objectively addressed by the counties and municipalities that form the Huntington, WV–KY–OH Urbanized Area. Social and economic factors that determine the pattern of future development must project future transportation needs and must also be considered in the planning process.

As a unified body, KYOVA Interstate Planning Commission is the forum which directs regional transportation matters. The forum represents regional “governance” by which the various counties, villages, townships, authorities, and districts, each with different responsibilities and missions, work together as a unit to address transportation issues through committees, task forces, workshops, and

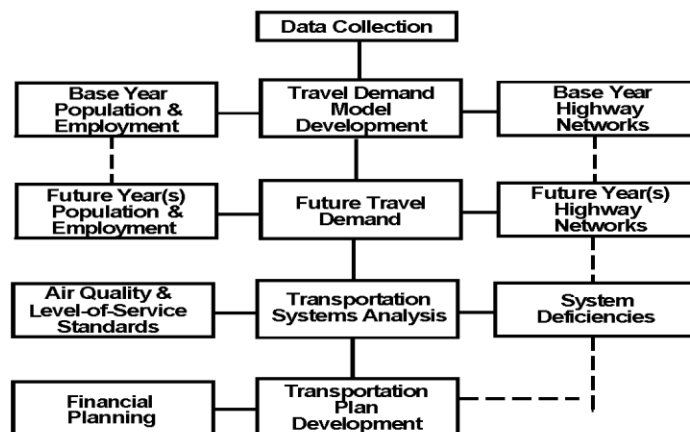
seminars. Some groups convene with state or federal agencies, local governments, private sector representatives and citizens to work on specific projects while others meet to investigate developing regional issues that may affect the future of the transportation system. The KYOVA communities within the Metropolitan Planning Organization present a united front to state and federal governments. Together, the region’s counties and cities form a common alliance to promote a unified transportation system for the effective movement of people, goods, and services.

KYOVA continues to examine and act upon broad transportation issues affecting communities that are within its planning area. KYOVA is responsible for the annual dissemination of millions of dollars in federal transportation funds to implement specific highway and transit projects. **Figure 4** illustrates KYOVA’s *Transportation Project Development Process* and **Figure 5** illustrates KYOVA’s *Metropolitan Transportation Plan (MTP) development*.

**Figure 4**  
**Transportation Project Development Process**



**Figure 5**  
**Transportation Plan Development**



The Huntington, WV-KY-OH Urbanized Area transportation system relies on KYOVA's Transportation Improvement Program (TIP) and the Metropolitan Transportation Plan (MTP). The TIP and MTP must incorporate all short-and long-range requirements as defined in the *Fixing America's Surface Transportation Act (FAST Act)*, the current transportation bill signed into law on December 4, 2015 and the FAST Act extension with October 1, 2020 signed Continuing Resolution from FY 2020 to all of FY 2021.

The predecessors to the FAST Act, Moving Ahead for Progress in the 21<sup>st</sup> Century ACT (MAP 21) and the Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), addressed challenges inherent to the modern transportation system, including safety, security, traffic congestion, intermodal connectivity, freight movement and environmental protection. SAFETEA-LU set forth eight planning factors that agencies were required to consider when developing their plans. MAP-21 and the FAST Act continued these planning factors, but the latter added two additional factors to expand from eight to ten. Planning Factors as it pertains to the KYOVA's FY 2022 Unified Planning Work Program and activities are identified on Page 15.

The Unified Planning Work Program (UPWP) also recognizes the following Livability Principles as adopted by the U.S. Department of Transportation, the U.S. Departments of Housing and Urban Development and the U.S. Environmental Protection Agency.

- Provide more transportation choices.
- Promote equitable, affordable housing.
- Enhance economic competitiveness.
- Support existing communities.
- Coordinate and leverage federal policies and investment.
- Value communities and neighborhoods.

### **ORGANIZATIONAL STRUCTURE**

KYOVA's planning process is authorized by a Joint Resolution adopted by the states of West Virginia, Kentucky, and Ohio. The objectives and policies of KYOVA were formed under Chapter 8, Article 4C, Section 1, Official Code of West Virginia, 1931, as amended, now operating under revised Chapter 8, Article 26, Sections 1 through 5; Section 713.30 through 713.34, Ohio Revised Code and Chapter 65, and further described in the Articles of Agreement of the KYOVA Interstate Planning Commission (Huntington, WV-KY-OH Urbanized Area). KYOVA adopted the state of Kentucky's planning process as it relates to transportation and regional planning efforts.

The planning process provides the WVDOH/WVDOT, KYTC, and ODOT with the following:

- Prospectus;
- Work program and budget for the current year and each ensuing year in accordance with the Prospectus;
- Periodically updated, annually affirmed Metropolitan Transportation Plan (MTP) resulting from the process;
- Biennially updated Transportation Improvement Program (TIP) resulting from the process; and
- Periodic reporting of events, developments and accomplishments resulting from the transportation planning process.

The comprehensive scope of KYOVA Interstate Planning Commission (Huntington, WV–KY–OH Urbanized Area) requires an organizational structure that ensure all affected agencies and groups may participate in the development and coordination of the planning process, and that the work be carried forward in an efficient manner to develop the plan within the scheduled time and financial budget. An example of such a group is the KYOVA Boyd and Greenup County, Kentucky Transportation Citizens Advisory Committee of which many of the members also serve on KYOVA Technical Advisory and/or Policy Committees.

Transportation committees serve throughout the KYOVA planning area and are required to establish policy and to provide the necessary technical advice and public support to realize their full potential. Proper technical staffing is also essential to attain KYOVA’s objectives. A description of KYOVA’s committee structure, based on KYOVA Bylaws, is as follows:

#### **EXECUTIVE COMMITTEE**

The Executive Committee is comprised of the chief elected officials or their designated appointee from within the KYOVA Planning Boundary. From its membership, a smaller Executive Board is appointed to handle the routine work. Staff will report to the Executive Committee on administrative and procedural matters.

#### **POLICY COMMITTEE (PC)**

The Policy Committee (PC) consists of 42 voting members who are comprised of representatives from: Cabell, Wayne, and Putnam counties, West Virginia; the city of Huntington, West Virginia; Boyd and Greenup counties, Kentucky; the city of Ashland, Kentucky; Lawrence County, Ohio; and the city of Ironton, Ohio and one member from each of the three local/regional transit agencies. KYOVA’s Policy Board Members, the formal decision-making body, is determined by established Bylaws. The Bylaws provide a seat for identified locally elected officials and their appointees and are not selected by the MPO. KYOVA encourages member governments to consider diversity when making appointee selections. All meetings and official activities of the MPO are held in buildings and locations that comply with accessibility standards according to the Americans with Disabilities Act (ADA).



**KYOVA Interstate Planning Commission Policy Committee Voting Membership**

(As of February 21, 2021)

**KYOVA Policy Committee (PC) Officers**

Name	Agency	Title	Elected/ Appointed
Mrs. Nancy Cartmill, Chair	Cabell County, WV	Commissioner	E
Ms. Deanna Holliday, Vice-Chair	Lawrence County, OH	Commissioner	E
Mr. Robert Carpenter, Secretary	Greenup County, KY Fiscal Court	County Judge Executive	E
Mr. Kenneth Adkins, Treasurer	Wayne County, WV	Commissioner	E

**KYOVA Policy Committee (PC)**

Agency/Organization	Name	Title	Elected/ Appointed*
Cabell County, WV	Ms. Nancy Cartmill	Commissioner	E
	Mr. Jim Morgan	Commissioner	E
	Ms. Kelli Sobonya	Commissioner	E
	Ms. Beth Thompson	County Manager	E
	Mr. Chad Nelson	Citizen Member	A
City of Huntington, WV	Mr. Steve Williams	Mayor, City of Huntington	E
	Mr. James Insko	Public Works Director	A
	Mr. James Turner	Lawyer	A
	Mr. Howard Anderson	Citizen Member	A
	Vacant	Citizen Member	A
Wayne County, WV	Mr. Jeffrey Maddox	Commissioner	E
	Mr. Kenneth Adkins	Citizen Member/Commissioner	A
	Mr. Shane Dillion	Citizen Member	A
	Mr. Timothy Bias	Mayor, City of Kenova, WV	A
Putnam County, WV	Mr. Andy Skidmore	County Commission	E
	Vacant		A
	Vacant		A
Boyd County, KY	Mr. Eric Chaney	County Judge Executive	E
	Mr. Jimmy Ruggles	Road Foreman	A
	Mr. Jason Queen	FEMA Coordinator	A
City of Ashland, KY	Mr. Matthew Perkins	Mayor	E
	Mr. Michael Graese	City Manager	A
	Mr. Randy Wheeler	Transit Supervisor (Ashland Bus System)	A
Greenup County, KY	Mr. Robert Carpenter	County Judge Executive	E
	Mr. Ron Simpson	Mayor, City of Russell	A
	Mr. Ron Fields	Mayor, City of Flatwoods	A
	Mr. Phillip Biggs	Citizen Member	A
Lawrence County, OH	Ms. Deanna Holliday	President, Lawrence County, OH Commission	E
	Vacant	Citizen Member	A
	Mr. Patrick Leighty	County Engineer	A
	Mr. Terry Porter	Trustee	A
	Mr. Bill Dingus	Director, Lawrence County, OH Chamber of Commerce	A
City of Ironton, OH	Mr. Ralph Kline	Assistant Director, ILCAO	A
	Mr. Samuel Cramblit	Mayor	E
Transportation Providers	Vacant		A
	Mr. Paul Davis	General Manager, Tri-State Transit Authority, WV	A
	Mr. Brent Brown	Director, Huntington Tri-State Airport	A

**TECHNICAL ADVISORY COMMITTEE (TAC)** (As of February 21, 2021)

The Technical Advisory Committee (TAC) is appointed by the Policy Committee (PC) to provide technical, legal, and financial advice to the Policy Committee (PC). Membership includes representation from the operating units of the agencies represented on the Policy Committee (PC) as well as other professional and technical personnel in the area working closely with the governmental agencies. This committee may function with a series of sub-committees for transportation, economic development, finance, law, and other related tasks.

**KYOVA Technical Advisory Committee (TAC) Members** (As of February 21, 2021)

Mr. Paul Davis                      Chair, Tri-State Transit Authority, Huntington, West Virginia – President  
Mr. Patrick Leighty              Vice-Chair, Lawrence County, Ohio – Engineer

The following organizations/agencies are represented on the KYOVA Technical Advisory Committee:

AGENCY/ORGANIZATION	POSITION
West Virginia Department of Highways – Central Office	<ul style="list-style-type: none"> <li>• Director of Planning</li> <li>• Regional Planning</li> <li>• Unit Leader Planner</li> </ul>
West Virginia Department of Highways – District Office #2	<ul style="list-style-type: none"> <li>• Manager</li> <li>• Planner</li> </ul>
West Virginia Department of Environmental Protection – AQ	<ul style="list-style-type: none"> <li>• Planner</li> </ul>
West Virginia Public Transit	<ul style="list-style-type: none"> <li>• Executive Director</li> </ul>
City of Huntington, West Virginia	<ul style="list-style-type: none"> <li>• Public Works Director</li> <li>• Planner</li> </ul>
Cabell County	<ul style="list-style-type: none"> <li>• Citizen Member</li> </ul>
Wayne County Economic Development Authority	<ul style="list-style-type: none"> <li>• Director</li> </ul>
Tri-State Transit Authority	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Assistant Manager</li> </ul>
Huntington Tri-State Airport	<ul style="list-style-type: none"> <li>• Director</li> </ul>
Kentucky Transportation Cabinet – Division of Planning	<ul style="list-style-type: none"> <li>• Director</li> <li>• Transportation Engineering Branch Manager</li> <li>• Planning Supervisor</li> </ul>
Kentucky Transportation Cabinet – Highway District Office #9	<ul style="list-style-type: none"> <li>• Chief District Engineer</li> <li>• Planning Supervisor</li> <li>• Planner</li> </ul>
City of Ashland, Kentucky	<ul style="list-style-type: none"> <li>• City Manager</li> <li>• Transit Supervisor</li> <li>• City Appointment</li> </ul>
Boyd/Greenup Citizens Advisory Committee	<ul style="list-style-type: none"> <li>• Five (5) members</li> </ul>
Ashland Alliance	<ul style="list-style-type: none"> <li>• President/CEO</li> </ul>
Gallia County	<ul style="list-style-type: none"> <li>• County Engineer</li> </ul>
Lawrence County, Ohio	<ul style="list-style-type: none"> <li>• County Engineer</li> <li>• Director/Asst. Director, Ironton-Lawrence County Community Action Organization</li> <li>• Manager, Lawrence County Transit</li> </ul>
City of Ironton	<ul style="list-style-type: none"> <li>• City Appointment</li> </ul>
The Greater Lawrence County Chamber of Commerce	<ul style="list-style-type: none"> <li>• Chamber Appointment</li> </ul>
Ohio Department of Transportation – Central Office	<ul style="list-style-type: none"> <li>• Transportation Planner</li> <li>• Air Quality Planner</li> <li>• Planner</li> </ul>
Ohio Department of Transportation – District 9	<ul style="list-style-type: none"> <li>• Program Coordinator</li> <li>• Program Management Coordinator</li> <li>• Planning Engineer</li> </ul>
Federal Highway Administration	<ul style="list-style-type: none"> <li>• West Virginia Division</li> <li>• Kentucky Division</li> <li>• Ohio Division</li> </ul>

**KYOVA Staff and contact Information** (As of February 21, 2021)

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Terri B. Sicking	Senior Transportation Planner	tsicking@kyovaipc.org
Jody Sigmon	Transportation Planner/System Performance	jsigmon@kyovaipc.org
Bethany Wild	Transportation Planner/GIS Specialist	bwild@kyovaipc.org
Paul Young	Web Designer/System Analyst	pyoung@kyovaipc.org
Steve Frye	Fiscal Assistant	sfrye@kyovaipc.org
Annette Johnson	Transportation Technician/Administrative Assistant	ajohnson@kyovaipc.org
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<u>Mailing Address</u> P. O. Box 939 Huntington, WV 25712	<u>Physical Address</u> 400 Third Avenue Huntington, WV 25701	Phone: 304-523-7434 Fax: 304-529-7229
<b>Social Media</b>		
	Webpage	www.kyovaipc.org
	Facebook	Keyword: KYOVA Interstate Planning Commission
	Twitter	Keyword: @kyovaipc

**FY 2022 UPWP PLANNING TASKS HIGHLIGHTS**

To accomplish the planning program requirements, KYOVA develops an annual Unified Planning Work Program (UPWP) identifying specific planning work tasks to be conducted. This Work Program identifies specific objectives to be attained, methodology to be used, products to be developed, functional responsibilities, and financial participation. The following provides an overview of the Planning (PL) funded work elements within KYOVA's FY 2022 UPWP.

**380122 – Management and Administration** encompasses activities directed toward administering the day-to-day administrative, contract management, Unified Planning Work Program (UPWP), Title VI Complaint and Americans Disability Act (ADA) complaint activities, Disadvantaged Business Enterprise (DBE) and financial planning activities that ensure that the MPO functions of the KYOVA staff conform to internal policy, as well as the policies and legal requirements set forth by WVDOH, KYTC, ODOT, and other federal agencies and obligations stated in the FAST Act.

**380222 – Short-Range Planning and Transportation Improvement Program (TIP)** consists of short-range planning activities which supports FAST Act planning regulation implementation for the near-term transportation needs of persons and goods are identified and analyzed to include FAST Act. Recommendations are then made for further transportation improvements. The short-range program is designed to identify the deficient areas, provide a solution to the deficiency, and initiate strategies to meet the plan objectives for eliminating such challenges. Development of the Transportation Improvement Program (TIP), a four-year, biennially updated listing of transportation projects scheduled for implementation is also included under this work element. The TIP identifies projects by funding category and construction phase. TIP projects are drawn from the long-range planning programs implemented by KYOVA. A revision process through amendments and administrative modifications/adjustments allows for the addition of new projects, cost modifications, scheduling changes, and a realistic allocation of the Federal, State, and Local funding available for transportation construction and maintenance. The KYOVA Policy Committee adopts the TIP which becomes effective

when incorporated into the State SIP. KYOVA's TIP updates follows ODOT's schedule of July 1 of the update year and upon approval by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), WV Department of Transportation (WVDOT/WVDOH), Kentucky Transportation Cabinet (KYTC), and the Ohio Department of Transportation (ODOT). The TIP becomes the official listing of transportation improvements scheduled for KYOVA (Huntington, WV–KY–OH Urbanized Area). Additionally, project costs are reviewed annually as part of the financial resources update to provide the most accurate data. Comparisons are made based upon availability of fiscal resources and the capability of communities to financially support the TIP. This element also provides for the Surface Transportation Block Grant (STBG) Program application process, transportation resilience/reliability planning, and assistance in implementing ODOT's Walk.Bike.OhioAccess initiative to Opportunity to support efforts to increase connectivity by improving bicycle, pedestrian, and transit networks.

**380322 – Metropolitan Transportation Planning** guides the development of transportation improvements for a period of no less than twenty (20) years. The goals and objectives of this plan are based upon FAST Act planning regulations, changes in population, commercial activities, industrial development, and patterns of growth within the service area. The intent of the MTP is to maximize the benefits of the funding provided by all government agencies for transportation improvements in the service area. The plan also provides local governments with information on future demands on the system, alternative solutions to meet these demands. By identifying alternative solutions to future demands along with their foreseeable consequences, the plan provides the service area with information necessary to make sound transportation policy decisions. During FY 2022, KYOVA will coordinate implementation of ODOT's Access Ohio 2045 themes, strategies, and actions with the MTP and MTP development; work with KYTC with the SHIFT initiative; and WVDOT/WVDOH project implementation.

**380422 – Transportation Surveillance and Geographic Information System (GIS)** provides maintenance and collection of data files and modelling for input into other aspects of the planning program which includes support in transportation equity, public involvement, and Planning and Environmental Linkages (PEL) studies and plans. Area wide conditions of physical growth, economic development and recovery, and transportation patterns are not static. Continual change and modification of these systems require constant monitoring to ensure that the recommended area wide transportation plan responds to changing transportation needs. To ensure accuracy of data, KYOVA maintains GIS data files, Land-Use Characteristics, Transportation Facilities Data, Traffic Accident Program/Data files which may support statewide safety initiative collaboration, and Traffic Counts. The database collection also provides KYOVA with the ability to retrieve, analyze, and share census data and other data for transportation decisions. KYOVA continues refining the TransCAD travel demand modeling software to validate transportation models. After the model is validated, KYOVA utilizes the model to forecast traffic volumes concerning socioeconomic data, economic data, housing factors, and travel time segments.

**380522 – Air Quality Planning and Conformity** places an emphasis on air quality planning activities that ensure the transportation planning activities are consistent and meet requirements as outlined by the Federal Clean Air Act (as amended), the US EPA Guidance, State Environmental Agencies, Federal Highway Administration (FHWA), and the local and state government clean air goals.

**380622 – Public Participation** addresses the FAST Act metropolitan planning regulation and will focus on three basic principles: 1) ensure public involvement of low-income and minority group in decision-making; 2) prevent high and adverse impacts of decisions on low-income and minority groups; and 3) ensure low-income and minority groups receive their proportionate share of benefits. This element also addresses the Participation Plan and public outreach activities for amendments and administrative

modifications/adjustments to the MTP, TIP, and Title VI/Environmental Justice and LEP document updates.

**380722 – Surface Transportation Program (STP) Planning** provides for sustainable development through interagency cooperative practices and management strategies that target increased accessibility, cleaner air and water, improved health conditions and broad-based economic, community development and recovery through the metropolitan planning process and surface transportation planning.

**380822 – Transit and Human Services Planning – West Virginia and Ohio** will coordinate planning activities with the transit agencies within the KYOVA planning boundaries in West Virginia and Ohio. This includes transit planning support and assistance in Section 5307, 5339, 5310 as well as data collection for the transit program. It also provides the support to maintain the KYOVA TMA Coordinated Public Transit-Human Services Transportation Plan which integrates all aspects of transit and mobility to ensure an adequate level of access is afforded to all populations while improving the range of options for meeting diverse mobility needs.

**380922– Section 5310 TMA Transit Administration** in this activity KYOVA partners with the Tri-State Transit Authority (TTA) in the administration of the Huntington, WV-KY-OH Urbanized Area Section 5310 Program.

**381022 – KYOVA/RIC Joint TMA Coordination** provides support to coordinate with the Regional Intergovernmental Council (RIC) and other agencies regarding federally mandated TMA planning, programming, and funding for the Huntington, WV-KY-OH Urbanized Area within Putnam County, West Virginia.

**381122 – KYOVA 2050 Metropolitan Transportation Plan (MTP) Development/Update** will update the 2040 MTP to the 2050 MTP.

**381222 – Lawrence County, Ohio Transit-Deviated Fixed-Route – CMAQ project** will support and perform transit operation planning to the Lawrence County Transit (LCT). Funding to be provided by CMAQ – Ohio.

**381322 – Transportation Services – Ohio (Ridesharing)** will coordinate with and participate in the Mid-Ohio Regional Planning Commission (MORPC) Air Quality/Rideshare of the Gohio commute program to collect information and data from other agencies in the state and contribute to the success of the program. The program is an opportunity to join other MPOs in planning for ride sharing systems that aid in coordinating trips among a variety of users.

**381422 – Lawrence County, Ohio Transportation Plan Update** will provide for assistance with the KYOVA 2050 Metropolitan Transportation Plan (MTP) update.

**381522 – Boyd and Greenup County, KY Transportation Plan Update** will provide for assistance with the KYOVA 2050 Metropolitan Transportation Plan (MTP) update.

**385122 – Kentucky 5303 Transit Planning** – This element oversees and develops the transit planning process and activities for the Kentucky Section 5303 funding located in the Huntington, WV-KY-OH Transportation Management Area (TMA) to include Boyd and Greenup counties. Coordination with KYTC to address the current and emerging performance measures and participate in discussions with KYTC, FHWA, FTA, and other MPOs on performance-based planning and performance targets is also an integrate part of this work activity.

**FAST ACT PLANNING FACTORS**

The FAST Act was signed into law on December 4, 2015. This federal legislation defines ten specific “Planning Factors” for developing transportation plans and programs. This ensures the local transportation planning process is consistent with national goals and objectives.

**Planning Factors**

1. Support the economic vitality of the KYOVA Planning Area (Huntington, WV–KY–OH Urbanized Area), especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized uses;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

KYOVA’s FY 2022 UPWP planning elements in relation the Ten (10) FAST Act Planning Factors are highlighted in the table below. *Note: Planning Studies are not included.*

KYOVA FY 2022 UPWP Work Element	FAST Act Planning Factors									
	1	2	3	4	5	6	7	8	9	10
380122 – Management and Administration	X						X			
380222 – Short-Range Planning and Transportation Improvement Program (TIP)		X	X	X	X	X		X	X	X
380322 – Metropolitan Transportation Planning	X	X	X	X	X	X		X	X	X
380422 – Transportation Surveillance and Geographic Information (GIS)	X	X	X	X	X	X	X	X	X	X
380522 – Air Quality Planning	X				X		X			X
380622 – Public Participation		X	X					X		X
380722 – Surface Transportation Program (STP) Planning	X	X	X	X	X	X	X	X	X	X
380822 – Transit and Human Services Planning (WV & OH)	X	X		X	X	X			X	X
380922 – Section 5310 TMA Transit Administration (shared activity with TTA)	X	X		X		X		X		X
381022 – KYOVA/RIC Joint TMA Coordination – WV	X	X		X	X	X	X	X	X	X
385122 – Kentucky 5303 Transit Planning	X	X	X	X	X	X	X	X	X	X

## FIXING AMERICA'S SURFACE TRANSPORTATION (FAST) ACT AND FY 2022 PLANNING EMPHASIS AREAS (PEA)

The Unified Planning Work Program for FY 2022 was developed to meet the requirements set forth in the Fixing America's Surface Transportation (FAST) Act. Prior to development of the Work Program, KYOVA received guidance from FHWA – Kentucky and Ohio Divisions, Ohio Department of Transportation (ODOT), and the Kentucky Transportation Cabinet (KYTC) as to emphasis areas to address. The table below highlights the PEAs and provides a quick reference to specific work elements where they may be found. Planning studies are not reflected in the table below.

### FY 2022 TRANSPORTATION PLANNING EMPHASIS AREAS

Planning Emphasis Area	Description/Detail	FY 2022 UPWP Work Element
Implementation of the FAST Act (Planning Regulation Implementation)	<b>Performance Based Planning</b> – using performance measures, setting targets, reporting performance, programming transportation investments and data directed to achievement of transportation system performance outcomes, to include STRAHNET/DOD coordination.	380222, 380322, 385122, 380822
	<b>Expand Committees or Boards</b> – include public ports and private transportation providers.	380122, 385122
Developing performance measures consistent with FAST Act	Coordinate performance management and target setting with ODOT, KYTC, WVDOH, and transit agencies.	380322, 380222, 380822, 385122
	Integrating performance management, including information on performance measures and targets, into the long-range planning and transportation improvement program processes.	380322, 380222, 380822, 385122
	Process to report to ODOT, KYTC, WVDOH and the public on performance targets.	380322, 380222, 380822, 385122
Title VI and Environmental Justice	Activities related to equity in Transportation Planning, Title VI /EJ and review Title VI documents.	380122, 380622, 385122, 385122
Environmental Mitigation	Discussion of types of potential environmental mitigation activities and potential areas to carry out these activities as related to 23 CFR450.326(d).	380322, 380522, 381022
Regional Models of Cooperation – Ensure a regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO, and state boundaries	<b>Planning Agreements</b> – Ensure a regional approach to transportation planning by promoting cooperation and coordination across transit agencies, MPOs, and state boundaries. To think beyond traditional borders and adopt a coordinated approach that supports common goals and capitalizes on opportunities and enhance the efficient use of resources related to project deliver, congestion management, safety, freight, livability, and commerce across the boundaries this includes agreements to ensure for effective processes for cross-jurisdictional communication.	380122, 380822, 385121, 380622
Transportation System Resiliency	Planning to support transportation resiliency.	380222, 38322, 380722
Economic and Social Welfare	Consider economic and social factors that determine the pattern of future development.	380322, 380422, 380722
COVID-19/Pandemic	Consider pandemic trends for inclusion within the transportation system.	380222, 380322, 380722
Access to Opportunity	Identify transportation connectivity gaps in “access to essential services” including employment, health care, schools/education, and recreation. Analytically identify gaps in connectivity and develop infrastructure and operational solutions that provide the public, especially traditionally underserved populations with adequate access to these essential services.	380222, 385122, 380822, 380622

**FEDERAL TRANSIT ADMINISTRATION (FTA) PLANNING EMPHASIS AREAS**

The following are Planning Emphasis Areas outlined by FTA for FY 2022 Unified Planning Work Programs. The table below highlights the work element where the transit may be found in the UPWP.

**FY 2022 FTA/TRANSIT PLANNING EMPHASIS AREAS**

FTA Planning Emphasis Areas	FY 2022 UPWP Work Element
Participation of Transit Operators in Metropolitan and Statewide Planning	380122, 380322, 380222, 385122, 380822
Performance Measures	385122, 380222, 380322, 380522, 380822



# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2022**

**Unified Planning Work Program**

**SECTION II**

**Planning Work Elements**

**380122: MANAGEMENT AND ADMINISTRATION**

ELEMENT NO.: 380122	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
MANAGEMENT AND ADMINISTRATION	\$136,297	\$68,149	\$42,252	\$25,896	970	600	368
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

The *Management and Administrative* work element goal is to facilitate the efficient administration of the transportation planning program and to efficiently manage and meet federal, state, local governments, and the public transit agencies regulatory, administrative, and management requirements within MAP-21/FAST Act and planning regulations.

**METHODOLOGY**

1. Unified Planning Work Program (UPWP) is an annual document outlining the work activities to be accomplished by the KYOVA staff. KYOVA staff will amend the FY 2022 UPWP, as necessary, and complete the draft and final FY 2023 UPWP as outlined by the West Virginia Department of Highways (WVDOT/WVDOH), the Kentucky Transportation Cabinet (KYTC), the Ohio Department of Transportation (ODOT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).
2. KYOVA staff will complete all administrative activities to fulfill the transportation planning requirements as outlined within the FY 2022 UPWP. These include but are not limited to progress and end of year Performance and Expenditure reports, audits, budgets, lease agreements, equipment and supply purchases, DBE program reports, annual self-certification, and multi-party planning agreements. In addition, training is paramount in order to successfully fulfill the transportation planning functions. Staff will attend training and/or host meetings, courses, seminars, workshops, conference calls, secure and pay for printing charges and meeting space outside the KYOVA Office; and other direct charges solely for transportation planning activities and/or events that do not fall directly under one of the other work elements within this UPWP.
3. Oversight activities for the Title VI/EJ and LEP Plan complaint procedures will be handled by the KYOVA Title VI Coordinator to ensure policies and activities are in accordance with local, state, and federal regulations.
4. Dissemination and public knowledge of information is necessary for a successful transportation planning program. KYOVA Staff will maintain committee membership lists and will provide information to the Policy Committee (PC), Technical Advisory Committee (TAC), Executive Board, Boyd and Greenup Transportation Citizens Advisory Committee; and citizens-at-large, during transportation meetings (public and in-house). Representation and activities include public ports, transit, and private transportation providers.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

1. FY 2022 Unified Planning Work Program (UPWP) activities and reports and Draft 2023 UPWP that meet federal, state, and local guidance; up-to-date agreements;
2. Administrative oversight and activities to fulfill the transportation planning requirements as outlined within the FY 2022 UPWP; maintaining and updating planning agreements; training, travel, and facility expenses; up-to-date committee membership lists; completion and distribution of agendas, notices, minutes, etc. for committees; provide informed recommendations and decisions by transportation committees to interested parties; and allowable expenses to host meetings and workshops; and activities not specifically outlined within other FY 2022 work elements.
3. Review and oversight of Title VI, EJ and LEP complaint procedures and implementation of any action required to address complaints.

**PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel required to support the KYOVA Staff in the overall management and administrative activities and all other activities that do not fall directly under any of the remaining work elements. This may include but is not limited to meetings, conferences, and training activities with WVDOT/WVDOH; KYTC; ODOT; FHWA; FTA; EPA; Ohio Association of Regional Councils (OARC); National Transit Institute (NTI); National Highway Institute (NHI); National Association of Regional Council (NARC) Conferences; National Association of Development Organizations (NADO) Annual Training Conference, Washington Policy Conference, National Regional Transportation Conference; Kentuckians for Better Transportation (KBT) Annual Conference and committee meetings; Association of Metropolitan Planning Organizations (AMPO) Annual Conference; and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/ GIS Transportation Symposium.

**380222: SHORT-RANGE PLANNING AND TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

(SYSTEM PLANNING, CONGESTION MANAGEMENT PROCESS, PERFORMANCE MEASURES, ITS ARCHITECTURE STRATEGIES, SAFETY STUDIES, TRANSPORTATION SECURITY, ADA TRANSITION PLAN, PEDESTRIAN/BICYCLE PLANNING – FTA BUDGET CODE: 44.26.06)

ELEMENT NO.: 380222	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$141,000	\$70,500	\$43,710	\$26,790	1003	620	381
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

The *Short-Range Planning and Transportation Improvement Program (TIP)* work element provides support to fulfill the TIP development and oversight and short-range planning activities. Short-range planning activities include development of a transportation system that will safely and efficiently accommodate the traffic flow and encourage advancement that is ADA compliant while implementing the FAST Act/MAP-21 legislation, including performance measures, safety and security planning, transportation resilience/reliability planning and studies, freight planning, pedestrian/bicycle planning, and administration of the Surface Transportation Block Group (STBG) Program dedicated funds, and FTA activities. TIP development includes the development and maintenance activities federally mandated to oversee the Transportation Improvement Program (TIP).

**METHODOLOGY**

1. The Transportation Improvement Program (TIP) is a biennial statement for state and local governments and transit authorities. It is part of a four-year schedule of prioritized and anticipated spending on specific transportation project and improvements in conjunction with the State Transportation Improvement Program (STIP) for the KYOVA Planning Area within the states of West Virginia, Kentucky, and Ohio. TIP maintenance and conformity will be assured through the staff’s on-going consultation with federal, state, and local governments, as well as the general public. Staff will undertake the following:
  - monitor and reconcile projects in the TIP through Amendments and/or Administrative Modifications and take necessary action to ensure accuracy of the KYOVA TIP. Amendments and Administrative Modifications will be processed as outlined in the current KYOVA Participation Plan and ensure that the projects identified are fiscally constrained (to include all regionally significant projects) and progressing toward implementation; and ensure the TIP reflect current projects on each state’s STIP; follow ODOT’s S/TIP Development Schedule;
  - monitoring of the Ellis System and notification to ODOT concerning inconsistencies between Ellis and the KYOVA TIP Project schedule;
  - complete the Annual Listing of Obligated Project report for highway, transit, and planning projects funded with federal funds will be publish within 90 days of the end of the state fiscal year for West Virginia and Ohio projects (9/30/21) and within 90 days of the end of the federal fiscal year for Kentucky projects (12/31/21), or as directed by each state’s DOT.

- Host and/or participate in meetings facilitated by WVDOT/DOH, KYTC, ODOT, local transit agencies, FHWA, FTA, and other planning agencies to establish new and expand existing transportation partnerships.
2. Short-term initiatives relating to transportation of persons, goods, and freight in the KYOVA planning area (Huntington, WV-KY-OH Urbanized Area) will be reviewed and assessed to identify actions that present a systematic approach to solving these problems such as supporting the “Access to Opportunity” initiative to increase connectivity by improving highway/roadway, bicycle, pedestrian, and transit networks; inclusion of Transportation Equity Planning and Planning and Environmental Linkages (PEL) studies/plans. This includes:
    - Assessment of and transportation planning recommendations for the region to promote safe and secure vehicular, bicycle, pedestrian, transit, and other non-motorized transportation and to consider travel and tourism in the transportation planning process.
    - Consider impacts of the COVID-19 pandemic and responses by governments and industries in relation to planning transportation projects.
    - Coordination with ODOT for the Walk.Bike.Ohio Implementation activities;
    - Coordination activities with WVDOT/WVDOH, KYTC, ODOT, FHWA, and FTA, and other transportation planning partners.
    - Inclusion of *resiliency of the transportation system and activities* to reduce stormwater runoff and to develop strategies to reduce vulnerability of existing transportation infrastructure to natural disasters.
    - Integration of performance measures reporting process consistent with the FAST Act.
    - Freight activities to include, but not limited to: participation in local, state, regional, and national freight initiatives; education of governmental officials and the public; consultation with WVDOH, KYTC, and ODOT freight divisions to ensure that Critical Urban Freight Corridors and Critical Rural Freight Corridors in the Huntington, WV-KY-OH TMA are identified in the state’s National Highway Freight System; coordination for Strategic Highway Network (STRAHNET)/Department of Defense (DOD); and work with stakeholders concerning programs and data sources available to support freight transportation activities and facilities.
    - Dissemination of information and project updates to elected officials, administrators, state, and federal agencies, and the public.
    - Technical assistance to the West Virginia Association of MPOs, KY MPO Director’s Council, and Ohio Council of Regional Councils (OARC).
    - Eligible meeting expenses of hosting meetings outside the KYOVA office to accommodate for space and to better engage KYOVA committee members and the community-at-large; and
  3. Oversight, maintenance, and fiscal management of KYOVA’s Surface Transportation Block Grant (STBG) Program and the transportation alternatives Set-Aside of the STBG Program for West Virginia, Kentucky, and Ohio and for the Ohio CMAQ Program in the urbanized portion of Lawrence County, Ohio.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**END PRODUCTS**

1. Up-to-date KYOVA Transportation Improvement Program (TIP) for the Huntington, WV-KY-OH Urbanized Area to include, but not limited to:

- Amendments and/or Administrative Modifications/Adjustments;
  - Status reports, fiscal constraint documentation, and monitoring/reporting of the Ellis System; and notification to ODOT concerning inconsistencies between Ellis and follow ODOT's S/TIP Development Schedule.
  - Completion of project conformity determinations;
  - Short-range project prioritization;
  - Annual Listing of Obligated Projects for highway, transit, and planning projects;
  - Staff support for management and administration of the TIP – not specifically identified above.
2. Short-range planning activities to include, but not limited to:
- Assessment of and transportation planning recommendations for the region to promote safe and secure vehicular, bicycle, pedestrian, transit, and other non-motorized transportation and to consider travel and tourism in the transportation planning process;
  - Provide support to ODOT with Access Ohio 2045 Implementation of themes, strategies, and actions to include multi-modal corridor studies collaboration;
  - Provide support to ODOT for their Walk.Bike.Ohio bicycle and pedestrian plan initiative.
  - Coordination activities to include but not limited to: WVDOT/WVDOH, KYTC, ODOT, FHWA, and FTA and establish new and expand existing transportation partnerships;
  - Develop, promote, and encourage effective working relationships among state, local and federal transportation officials, and other stakeholders responsible for various aspects of transportation infrastructure protection, emergency management, and system operations to reduce vulnerability of existing transportation infrastructure to natural disasters.
  - Integration of performance measures reporting process and targets consistent with the FAST Act.
  - Freight activities and participation in local, state, regional, and national freight initiatives;
  - Dissemination of information and project updates to elected officials, administrators, state, and federal agencies, and the public.
  - Technical assistance to the West Virginia Association of MPOs, KY MPO Director's Council, and Ohio Council of Regional Councils (OARC).
  - Eligible meeting expenses of hosting meetings outside the KYOVA office to accommodate for space and to better engage KYOVA committee members and the community-at-large; and
  - Staff support for Short-Range Transportation Planning not specifically identified above.
3. Financial oversight and administration of the KYOVA Surface Transportation Block Grant (STBG) Program sub allocated funds for West Virginia, Kentucky and Ohio and Ohio's Congestion Mitigation Air Quality program.

### **PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel required to assist the KYOVA staff in short-range transportation planning and to administer and manage the Transportation Improvement Program (TIP). This may include but is not limited to meetings, conferences, and training activities with WVDOT/WVDOH; KYTC; ODOT; FHWA; FTA; EPA; Ohio Association of Regional Councils (OARC); National Transit Institute (NTI); National Highway Institute (NHI); National Association of Regional Council (NARC) Conferences; National Association of Development Organizations (NADO) Annual Training Conference, Washington Policy Conference, National Regional Transportation Conference; Kentuckians for Better Transportation (KBT) Annual Conference and committee meetings; Association of Metropolitan Planning Organizations (AMPO) Annual Conference; and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/GIS Transportation Symposium.

**380322: METROPOLITAN TRANSPORTATION PLANNING**

ELEMENT NO.: 380322	TOTAL REVENUE	REVENUE			MAN HOURS		
METROPOLITAN TRANSPORTATION PLANNING	\$93,449	WV	KY	OH	WV	KY	OH
		\$46,725	\$28,969	\$17,755	665	411	252
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

To maintain, amend, and modify KYOVA’s fiscally constrained Metropolitan Transportation Plan (MTP) and pursue all related activities which will meet the requirements of federal rules and regulations including the provisions of the FAST Act and any subsequent transportation authorization; to examine the region’s transportation needs at least 20 years into the future; propose a multi-modal network to meet the region’s future needs; to consider issues relative to highways, transit (public transportation and human services transportation), bicycle/pedestrian, safety, freight, air quality and other transportation related activities; and to include coordination of Performance Measures and develop a reporting process.

**METHODOLOGY**

1. Metropolitan Planning Organizations (MPOs) must maintain a focus on managing the existing infrastructure and consider environmental effects of its planning process. KYOVA will work with agencies and the public to discuss how modes in the existing system can be managed and operated more efficiently and will continue to participate in regional, state, local, and national forums to identify procedures for addressing federal and state planning requirements. KYOVA will prepare and/or update the Metropolitan Transportation Plan which will identify how the metropolitan area will manage and operate a multi-modal transportation system to meet the region’s economic, transportation, development, and sustainability goals for a 20 plus year planning horizon while remaining fiscally constrained. KYOVA will also participate in the update of the transportation plans for the states of West Virginia, Kentucky, and Ohio.
2. Continue to explore the relationship between transportation and livability along with the potential performance measures and data needs.
3. Coordinate with ODOT regarding the Access Ohio 2045 and Walk.Bike.Ohio implementation to align KYOVA MTP with the established strategies and themes.
4. KYOVA, in coordination with WVDOT/WVDOH, KYTC, and ODOT will prioritize projects and maintain a financial plan that demonstrates how the Metropolitan Transportation Plan (MTP) will be implemented. Prioritization procedures for the STBG Program and CMAQ-Ohio have been established and are in place for dedicated funding. KYOVA will also create and modify projects in CHAF (Kentucky specific activity), and assist with Kentucky’s SHIFT Project Prioritization activities, provide for inclusion of projects from the Ohio Technical Review Advisory Committee (TRAC), and the WVDOH. All which serve as a process to introduce new projects for prioritization at the local and state level.
5. FAST Act Performance Measures/Targets, as it relates to the MTP and long-range transportation planning, will be coordinated with WVDOT/WVDOH, KYTC, ODOT, FHWA, and FTA to report targets.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

1. Fiscally constrained MTP for the Huntington, WV-KY-OH Urbanized Area to include, but not limited to the following activities: Amendments/Administrative Modifications/Adjustments; status reports and fiscal constraint documentation and monitoring/reporting of the Ellis System.
2. Long-Range Transportation Planning to include but not limited to:
  - Plan for the Development of the 2050 MTP through coordination and collaboration with private and public transit providers, state and local agencies, and the general public to develop the area's transportation network. The 2050 MTP will identify how KYOVA will manage and operate a multi-modal transportation system to include transit, highway, bicycle, pedestrian, and accessible transportation to meet the region's economic, transportation, development, and sustainability goals for the 20 plus year planning horizon while remaining fiscally constrained. It may also include evaluation of how to address pandemic situations, such as COVID-19 with the future transportation needs.
  - Identification, evaluation, and coordination of special studies with use of regional data, resources and technical expertise in highway, transit, pedestrian, and bikeway planning to analyze specific long-range transportation needs to assist local governments.
  - Maintenance, creation and/or modification of the Kentucky CHAF Database and SHIFT project prioritization. Note: These are Kentucky specific activities.
  - Project prioritization and inclusion of projects from the Ohio Technical Review Advisory Committee (TRAC) and to include staff time, travel, and preparation to present to the TRAC. NOTE: These are Ohio specific activities.
  - Provide support to ODOT for alignment of Access Ohio 2045 strategies and Walk.Bike.Ohio themes with KYOVA MTP and future MTP updates.
  - Prioritized project list from the CMP to be incorporated into the long-range transportation planning activities and the MTP. The prioritized list will be funded based on need and availability of funds.
  - Review and coordination of WVDOT/WVDOH, KYTC, and ODOT statewide transportation plans; update the federal aid functional classification system and National Highway System, including intermodal connectors, as requested.
  - Utilize, coordinate, and establish a process to report KYOVA's Performance Measures to compliment the decision-making process with WVDOT/WVDOH, KYTC, ODOT, FHWA, and FTA when choosing projects for inclusion in the MTP and as it relates to the FAST Act and any subsequent transportation legislation.
  - Freight and aviation planning to improve the safety and efficiency of movement through the intermodal transportation system for the traveling population and goods.
  - Social welfare and economic factors that determine the patterns of future development for transportation needs.

**PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel required to aid the KYOVA staff in the Metropolitan (long-range) Transportation Planning process. This may include but is not limited to meetings, conferences, and training activities with WVDOT/WVDOH; KYTC; ODOT; FHWA; FTA; EPA; Ohio Association of Regional Councils (OARC); National Transit Institute (NTI); National Highway Institute (NHI); National Association of Regional Council (NARC) Conferences; National Association of Development Organizations (NADO) Annual Training Conference, Washington Policy Conference, National Regional Transportation Conference; Kentuckians for Better Transportation (KBT) Annual Conference and committee meetings; Association of Metropolitan Planning Organizations (AMPO) Annual Conference; and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/GIS Transportation Symposium.



**380422: TRANSPORTATION SURVEILLANCE AND GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

(SURVEILLANCE, MANAGEMENT & OPERATIONS, TRAVEL MODEL FORECASTING, CONGESTION MANAGEMENT PROCESS, INTELLIGENT TRANSPORTATION SYSTEMS PLANNING, CONNECTED VEHICLES, DATA COLLECTION)

ELEMENT NO.: 380422	TOTAL REVENUE	REVENUE			MAN HOURS		
TRANSPORTATION SURVEILLANCE AND GIS	\$84,963	WV	KY	OH	WV	KY	OH
			\$42,481	\$26,339	\$16,143	604	375
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

To provide support for various transportation projects and programs through data collection (historical inventory of transportation related data such as land-use, population, employment, environmental justice, traffic counts, crash data, etc.); modeling (air quality, travel demand model, socioeconomic, etc.); general analysis, consideration of connected vehicle technology; and evaluation by using transportation modeling and GIS to create maps and other visualization products.

**METHODOLOGY**

1. Use ArcGIS Pro as a tool used to manipulate, update, and query the KYOVA maintained databases. Staff will streamline analysis, demonstrate demographics and improve visualization techniques and products for future growth and stability for the region within the boundaries of the KYOVA Metropolitan Planning Area; provide on-going data maintenance and technical support utilizing GIS for planning activities to include the TIP, MTP, highway/roadway and bicycle/pedestrian projects, regional studies, traffic flow maps, freight analysis, data network and model development; Ohio Technical Review Advisory Committee (TRAC); Kentucky CHAF and SHIFT process, and Highway District Reports.
2. Continue to enhance the methodology for seamless editing of regional highway and transit networks and provide ongoing maintenance of existing GIS network editing tools. New GIS applications will be developed to facilitate validation of analysis of highway and transit.
3. Travel Demand Model activities and databases to include freight and freight movement; report of housing and employment changes to KYTC; and continued validation of the TransCAD travel forecasting model for the base year 2018 and the future horizon year of 2050.
4. Assist, as requested, WVDOT/WVDOH, KYTC, and ODOT in maintaining their statewide ITS architectures for the Metropolitan Planning Area in accordance with federal law and regulation; help provide coordination of the use of the regional ITS architecture as guidance to regional project implementation to include activities and training to address connected vehicle technology. NOTE: KYOVA relies on each statewide ITS Architecture/Plan.
5. Collection of data to strengthen WVDOT/WVDOH, KYTC, ODOT HPMS and safety programs and initiatives; coordination with KYTC Modal Branch on travel time segments; Access NPMRDS and begin analyzing data, in addition to traffic model redevelopment coinciding with the 2010 Census. This is in addition to traffic model re-development coinciding with the 2010 Census, as requested.
6. Topics to be addressed as aspects of regional transportation coordination planning include the following: linkage with emergency transportation planning, to include COVID-19, by addressing the interrelationships of planning for everyday transportation management; operations and technology with preparedness planning for regional emergencies, including technical, procedural, and

organizational aspects; traffic signals to assist member agencies in the exchange and coordination of interjurisdictional traffic signal operations information and activities; travel information to coordinate enhancement of the collection, processing and delivery of real-time roadway and transit condition information, including regional “511” telephone information systems; transportation safety, such as crash locations in the Huntington, WV-KY-OH Urbanized Area.

7. Integrate transportation operations considerations into the metropolitan transportation planning process to ensure that transportation system operations are reflected in regional plans and programs.

### **RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

### **PRODUCTS**

1. Development and/or refinement of GIS databases and maps to support planning activities for all modes of transportation. These activities include but are not limited to:
  - Safety and Security
  - Providing assistance to local governments, transit agencies, and the general public within KYOVA planning area
  - Technical support and maintaining licensing for GIS software and equipment
2. Socioeconomic/Demographic data analysis and sharing for the Huntington, WV-KY-OH Urbanized Area and KYOVA’s Planning Area through visual and tabulated outputs, to include but not limited to:
  - Evaluation of low-income and minority populations and/or disproportionately high and adverse impacts as it relates to public participation, Title VI/Environmental Justice/LEP activities.
  - GIS activities and updates to include current U. S. Census datasets; land-use model and processes; analysis of socio-economic and other data to support economic development, transportation equity, and Planning and Environmental Linkages (PEL) studies.
3. Travel Demand Forecasting Model update activities to include traffic model results for KYOVA Planning Area; coordination with WVDOT, KYTC, and ODOT Multimodal Branches on travel time segments, housing, employment changes, and analyzing NPMRDS data, as requested.
4. Intelligent Transportation Systems (ITS) coordination activities with WVDOT, KYTC, ODOT, and area stakeholders to implement ITS plan recommendations to improve transportation safety and security and efficiency using new communication technologies for more accurate incident detection and faster response and planning for connected vehicle technology. *NOTE: KYOVA relies on each statewide ITS Architecture/Plan.*

### **PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel required to provide assistance to the KYOVA staff in transportation database/geographic information systems and transportation surveillance systems. This may include but is not limited to meetings, conferences, and training activities with WVDOT/WVDOT; KYTC; ODOT; FHWA; FTA; EPA; Ohio Association of Regional Councils (OARC); National Transit Institute (NTI); National Highway Institute (NHI); National Association of Regional Council (NARC) Conferences; National Association of Development Organizations (NADO) Annual Training Conference, Washington Policy Conference, National Regional Transportation Conference; Kentuckians for Better Transportation (KBT) Annual Conference and committee meetings; Association of Metropolitan Planning Organizations (AMPO) Annual Conference; and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/GIS Transportation Symposium.

**380522: AIR QUALITY PLANNING AND CONFORMITY**

ELEMENT NO.: 380522	TOTAL REVENUE	REVENUE			MAN HOURS		
AIR QUALITY PLANNING AND CONFORMITY	\$35,000	WV	KY	OH	WV	KY	OH
		\$17,500	\$10,850	\$6,650	249	154	94
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

To ensure that the transportation planning activities in the KYOVA Metropolitan Planning Area are consistent and meet air quality requirements as outlined by the Federal Clean Air Act (as amended); the US Environmental Protection Agency guidance; National Environmental Policy Act (NEPA); State Environmental Agencies; and local and state government clean air goals.

**METHODOLOGY**

1. KYOVA will perform conformity analysis due to the South Coast Air Quality Management District v. EPA where the federal court vacated portions of the 2015 EPA rules for ozone for Boyd, Cabell, and Wayne Counties that were previously designated as a maintenance area for the 1997 8-hour ozone standard. These counties are in attainment for the 2008 8-hour ozone standard.
2. KYOVA may periodically perform analysis, review, assess, and coordinate air quality programs in the region as contributed to 8-hour ozone redesignation for MTP and TIP projects and updates; identify potential projects; coordinate funding under the Congestion Mitigation and Air Quality (CMAQ) Program – Ohio and work with local jurisdictions to build a reservoir of projects for inclusion in the MTP and TIP and ensure projects are consistent with federal air quality regulations and guidelines. Relate FAST Act Performance Measures to the performance of the NHS, Freight, and CMAQ Measures and coordinate with WVDOT/WVDOH, KYTC, ODOT, FHWA, and FTA to integrate and develop a reporting process. Continue to develop, implement, and complete emissions analysis associated with Ohio’s CMAQ Program (funded through ODOT suballocations).
3. Evaluate and prioritize Kentucky CMAQ project selection as requested by KYTC. *Note: This is a Kentucky specific project.*
4. Review project environmental impact statements (EIS), as requested.
5. Up-to-date transportation conformity model (air quality) and determination of emission changes for proposed Ohio CMAQ projects, as needed.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

1. Model and Modeling activities include, but not limited to:
  - Modeling of projects and/or support consultant to illustrate conformity for the 1997 8-hour ozone standard.
  - Review/update of modeling hardware/software and contract with consultants to assist KYOVA with the air quality conformity and modeling.

2. Technical Assistance for Air Quality to include but not limited to:
  - Project identification, evaluations, and ODOT justification application as related to CMAQ and other air quality programs;
  - Research and promote programs and energy conscious projects that reduce ground-level Ozone, PM2.5, and those that create no significant impact on air quality in the Huntington, WV-KY-OH Urbanized Area.

#### **PROFESSIONAL DEVELOPMENT**

Training and travel required to aid the KYOVA staff in air quality, conformity determination and Congestion Mitigation activities. This may include but is not limited to meetings, conferences, and training activities with WVDOT/WVDOH; KYTC; ODOT; FHWA; FTA; EPA; Ohio Association of Regional Councils (OARC); National Transit Institute (NTI); National Highway Institute (NHI); National Association of Regional Council (NARC) Conferences; National Association of Development Organizations (NADO) Annual Training Conference, Washington Policy Conference, National Regional Transportation Conference; Kentuckians for Better Transportation (KBT) Annual Conference and committee meetings; Association of Metropolitan Planning Organizations (AMPO) Annual Conference; and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/GIS Transportation Symposium.

**380622: PUBLIC PARTICIPATION**

ELEMENT NO.: 380622	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
PUBLIC PARTICIPATION	\$48,000	\$24,000	\$14,880	\$9,120	340	212	130
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

To engage the public, community stakeholders, local officials, and the Interagency Consultation Group (IAC) in the transportation planning process according to the methods outlined in the Huntington, WV-KY-OH Urbanized Area (KYOVA) Participation Plan. Utilize social media and website development that is compliant with the FAST Act federal transportation legislation to ensure that no person, on the grounds of race, color, sex, age, disability, or national origin, is excluded from participation in, denied the benefits of, or be otherwise subject to discrimination under any KYOVA program or activity.

**METHODOLOGY**

1. Maintain an up-to-date Participation Plan, Title VI/LEP Plan, and public participation process to include a Virtual Public Involvement platform and to review on an annual basis. Based on the review any warranted changes will be completed.
2. Public outreach activities which include: database of stakeholders; handouts, newsletters and other publications to the general public, transportation committees, local officials, etc.; inclusion of planning activities for access to essential services, including multi-modal transportation connectivity gap analysis and plan to address identified gaps (Access to Opportunity); MTP, TIP, Coordinated Plan, etc., revisions and/or required public notices published in the newspaper of the largest circulation in the Huntington, WV-KY-OH Urbanized Area for TIP/MTP/PP (or as specified by federal regulation) and other required activities; social media account oversight (Facebook, Twitter, Zoom, etc.), sponsor public workshops and meetings to distribute and discuss the transportation planning process and/or project specific activities to include the expenses of hosting workshops and meetings both at KYOVA and outside the office to accommodate for space to encourage KYOVA committee and the community’s participation.
3. Host workshops and/or meetings to engage the local officials, persons with disabilities, and the community-at-large on key transportation issues, projects, and training activities. Emphasis will be placed on engaging those that traditionally have not been involved in the transportation planning process but will include all persons in the KYOVA planning area. Consultant(s) support may be utilized for these activities.
4. Develop criteria and measurement tools for EJ components when evaluating projects to be advanced through the planning process to include mapping to determine permissible funding for projects identified in the Title VI and EJ communities.
5. All public participation activities (public notice, public meetings, maps, visualization techniques, social media, website enhancement, etc.) should be employed during updates, amendments, and administrative modifications/adjustments of the MTP, TIP, Coordinated Plan, Participation Plan, and to disseminate general information, etc. to the community-at-large.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**END PRODUCTS**

1. A comprehensive, coordinated, and continuous participation process that provides complete and user-friendly information, timely public notices, full public access to key decisions and satisfactorily addresses Environmental Justice (EJ) and Title VI issues.
2. Compliant Documents. KYOVA will evaluate the effectiveness and ensure the following documents are up-to-date and readily made available to the public for review:
  - Participation Plan;
  - Title VI/EJ and LEP Plan;
3. Website and technical assistance to the West Virginia Association of MPOs, as needed.

**PROFESSIONAL DEVELOPMENT**

Limited travel to provide assistance for citizen engagement during planning activities and program updates.

**380722: SURFACE TRANSPORTATION PROGRAM (STP) PLANNING**

(FUNDING OBTAINED FROM KYOVA’S STBG PROGRAM SUB-ALLOCATION – SHARED PROPORTIONATELY BETWEEN WV, KY & OH)

ELEMENT NO.: 380722	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
SURFACE TRANSPORTATION PROGRAM (STP) PLANNING	\$47,839	\$23,920	\$14,830	\$9,089	340	211	129
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

To develop the foundation for sustainable development through interagency cooperative practices and management strategies that target increased accessibility; cleaner air and water; improved health conditions; broad-based economic and community development through the metropolitan planning process and surface transportation planning. KYOVA is the primary link between the local governments and is directly responsible for the programming of locally sponsored, federally funded projects in the KYOVA Metropolitan Planning Area.

**METHODOLOGY**

1. KYOVA is responsible for project selection and programming through allocation of Surface Transportation Block Grant (STBG) Program suballocated funds, a federal-aid highway flexible funding program that supports a broad range of surface transportation needs. KYOVA, serving as the primary link between the local governments, developed a STBG Program application process which ranks projects based on predetermined criteria that integrate transportation, land-use, air quality, and employment opportunities. To ensure projects meet the federal eligibility, KYOVA solicits local input and facilitates communication between local governments, state, and federal agencies; assists applicants in the STBG Program application process; and executes the Program of Projects (POP).
2. Program funding for STBG Program must be federally eligible. To ensure the projects meet eligibility KYOVA will: solicit local input into the metropolitan planning process; assist applicants in the STBG Program application process; facilitate communication between local governments, state, and federal agencies; and establish the priorities for the local Surface Transportation Block Grant Program (STBG) Program and implement the Program of Projects (POP). In addition, KYOVA will identify Performance Measures as directed in the FAST Act cooperatively with WVDOT/WVDOH, KYTC, ODOT, FHWA, and FTA to integrate and develop a reporting process that will make progress toward the Safety Performance Management, Pavement, Bridge, Highway Safety Improvement Program, and the Highway Asset Management Plans for NHS.
3. Track the funding commitments of identified projects [specifically the Surface Transportation Block Grant (STBG) Program] to ensure that progress is being made in securing funds and advancing local priorities toward implementation.
4. To support future development of the transportation system in the Huntington, WV-KY-OH Urbanized area, KYOVA will develop practices that sustain and expand bicycle/pedestrian facilities and supports development of a regional bike/pedestrian system; initiates or builds upon data,

studies, or reports that advance a more balanced intermodal transportation network inclusive of such modes as walking, biking, public transit, and paratransit; supports and assists to coordinate activities amongst agencies and modes interested in the future of transportation; and continues to support local governments and the community by identifying funding opportunities.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

1. A well-developed Surface Transportation Block Grant (STBG) Program and STBG Set-Aside Program for the local governments, the states, and federal agencies to serve all modes of transportation. This includes the evaluation of, development, and maintenance of the application process.
2. Database, studies and/or reports that will lead to identification and ranked project listing along with potential funding sources to be integrated into future planning documents.

**PROFESSIONAL DEVELOPMENT**

Limited travel to support the Surface Transportation Block Grant Program and Set-Aside Program to include meeting with federal, state, and local agencies.



**380822: TRANSIT AND HUMAN SERVICES PLANNING – WEST VIRGINIA & OHIO**

(MANAGEMENT, OPERATIONS AND SUPPORT CAPITAL INVESTMENT DECISIONS THROUGH EFFECTIVE SYSTEMS PLANNING [FTA BUDGET CODE – 44.26.10 AND 44.24.14])

ELEMENT NO: 380822	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
TRANSIT AND HUMAN SERVICES PLANNING – WV & OH	\$102,330	\$71,725	\$0	\$30,605	1018	0	437
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

To provide on-going transit planning support, assistance, research and analysis to the various federally funded committees, boards, and officials of the Tri-State Transit Authority (TTA), Lawrence County Transit (LCT) and other transit service providers and decision-makers in West Virginia and Ohio; continue development of the Regional Models of Cooperation; and maintain the KYOVA Coordinated Public Transit- Human Services Transportation Plan, which integrates all aspects of transit and mobility to ensure an adequate level of access to all populations while improving the range of options for meeting diverse mobility needs.

**METHODOLOGY**

1. Research and data analysis will be essential for KYOVA to provide transit planning support and assistance. Data and/or surveys may be collected by KYOVA, TTA, LCT, or other sources regarding ridership; staff will monitor (as needed) service indicators of fixed route and demand response services which would be maintained through an in-house database/file. The ridership profiles may be used to compare service standards on a system-wide and route level basis; recommend routes for review or service changes by TTA and LCT; support transit planning activities; and perform updates for the transit systems within the KYOVA Metropolitan Planning Area, as needed. In addition, KYOVA will assist, as requested, in identifying a state of good repair that will help the transit agencies in prioritizing the funding to achieve or maintain transit networks as directed in the FAST Act with the West Virginia and Ohio transit providers.
2. KYOVA will provide FTA Sections 5307, 5339, and 5310 program grant assistance to transit systems that operate within the boundary of the KYOVA Metropolitan Planning Area. Allocations of Sections 5307 and 5339 funding will be agreed upon by the transit agencies through a “Split Letter”/MOU initiated by TTA and supported by KYOVA.
3. The Coordinated Public Transit-Human Services Transportation Plan activities will include but not limited to: implementation and updates; facilitate Coordinated Public Transit-Human Services Transportation Plan meetings which include representatives from transit agencies, human service agencies, transportation agencies, private providers and individuals with disabilities; assist transit agencies in collecting and analyzing data to better connect residents via public transit to regional employment opportunities, health care facilities, schools, grocery stores, etc., integration with bicycle and pedestrian planning to achieve better intermodal connectivity; identification of priority projects for seniors, individuals with disabilities and individuals with lower incomes.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

1. Transit planning support and assistance in the areas of Transit Asset Management (TAM) Plans; Public Transportation Agency Safety Plan (PTASP); KYOVA Coordinated Public Transit-Human Services Transportation Plan and meetings and/or activities to complete the process; agency MOUs and/or "Split Letter" regarding Sections 5310, 5307, and 5339; and assistance to agencies to complete Section 5310 applications to various federally funded committees, boards, and officials of the Tri-State Transit Authority (TTA), Lawrence County Transit (LCT) and other transit service providers and decision-makers (Regional Models of Cooperation).
2. Database and GIS/data file of the TTA and LCT transit routes, stops, and schedules – as provided by the transit agencies to produce summary of reports for products such as system wide data, bus stop location GIS maps, comparisons based on the inclusion of past on-board survey data and project prioritization, while placing an emphasis on compliance with FTA guidelines and promoting transit connectivity and safety; integration with bicycle and pedestrian planning.
3. Performance Measures: monitor and implement, as coordinated with WVDOT/WVDOH, KYTC, ODOT, FHWA, FTA, etc., related to transit asset management and transit safety that are consistent with the FAST Act.

**PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel to include participation in transit conferences and meetings to support transit planning. This may include but is not limited to meetings, conferences and training activities with WVDOT/WVDOH, KYTC, ODOT, FHWA, FTA, National Transit Institute (NTI), Ohio Transportation Engineering Conference (OTEC), Ohio Public Transit Association (OPTA), Kentucky Public Transit Association (KPTA), West Virginia Public Transit Association (WVPTA), National Association of Regional Councils (NARC), National Association of Development Organizations (NADO), and American Public Transportation Association (APTA).

**380922: SECTION 5310 TMA TRANSIT ADMINISTRATION (KYOVA PORTION SHARED WITH TTA)**

(WAYNE AND CABELL COUNTIES, WV/BOYD AND GREENUP COUNTIES, KY/URBANIZED AREA OF LAWRENCE COUNTY, OH)

ELEMENT NO.: 380922	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
SECTION 5310 TMA TRANSIT ADMINISTRATION <small>(KYOVA PORTION SHARED WITH TTA)</small>	\$11,500	\$11,500	\$0	\$0	163	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

Shared coordination and oversight activities with the Tri-State Transit Authority (TTA) regarding the competitive process for the KYOVA Interstate Planning Commission (Huntington, WV-KY-OH Urbanized Area) Section 5310 program funds. Section 5310 Program authorizes federal capital and operating assistance grants which are intended to enhance mobility for seniors and persons with disabilities and to serve the special needs of transit dependent populations beyond traditional public transportation services and American with Disabilities Act (ADA) complementary paratransit services.

**METHODOLOGY**

- Continuing with the previous transportation bill (MAP-21), the FAST Act funding eligibility of Section 5310 Program are utilized for operating costs for transportation services in addition to capital costs. A Review Committee, with input from KYOVA and TTA, will determine the annual percentage of Section 5310 funds allocated to the type of project. (No less than 55 percent of Section 5310 Program funding in any given year may be allocated to capital projects).
- Jointly, the Tri-State Transit Authority (TTA), who serves as the Designated Recipient, and KYOVA Interstate Planning Commission, will share Section 5310 program administration duties and administration funds for the Huntington, WV-KY-OH Urbanized Area as specified by a Memorandum of Understanding (MOU). Administrative Funds are distributed on a 50/50 basis.
- The Huntington, WV-KY-OH Section 5310 Program Management Plan (PMP), which will be administered jointly between KYOVA and TTA, will be the basis as to how the awards are distributed to eligible recipients; therefore, the Huntington, WV-KY-OH Urbanized Area proposes to adhere to the Memorandum of Understanding (MOU) between KYOVA and TTA for the Section 5310 program administration responsibilities. KYOVA will perform the following tasks: conduct an annual “call for projects”; develop a prioritized scoring process for Section 5310 application review; host Section 5310 informational session; designate a review committee to prioritize transit projects; update the Coordinated Public Transit-Human Services Transportation Plan, as needed, ensure projects and agencies are included in the Coordinated Plan; and perform recordkeeping pertaining to eligible administrative cost for the purposes of management in the Transit Award Management System (TrAMS). TTA, as the Designated Recipient, will be responsible for presenting information on the types of vehicles available through the procurement and program; vehicle procurement and follow-up, including pre-award and post-delivery audits; collection Section 5310 grant awardees; submission of grant application and quarterly reports in the Transit Award Management System (TrAMS). KYOVA may be available to assist with additional responsibilities as requested by TTA to ensure the success of the 5310 Program implementation and administration.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

Section 5310 Program and Agency MOU to jointly share administrative responsibilities with the Designated Recipient, Tri-State Transit Authority (TTA).

**PROFESSIONAL DEVELOPMENT**

Limited travel and training to support the Huntington, WV-KY-OH Section 5310 Program.

**381022: KYOVA/RIC JOINT TMA COORDINATION (WV)**

ELEMENT NO.: 381022	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
KYOVA/RIC JOINT TMA COORDINATION	\$10,000	\$10,000	\$0	\$0	142	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

To coordinate with the Regional Intergovernmental Council (RIC) and other agencies regarding the federally mandated TMA planning, programming, and funding for the Huntington, WV-KY-OH Urbanized Area within Putnam County, West Virginia.

**METHODOLOGY**

KYOVA Interstate Planning Commission will coordinate planning and programming of transportation studies and projects that will impact the FAST Act national goals (safety, infrastructure conditions, congestion reduction, system reliability, freight movement, economic vitality, environmental stability, and reduction of project delays) with the Regional Intergovernmental Council (RIC). These activities will include, but not be limited to, review and coordination of the Congestion Mitigation Process (CMP); regional design and/or planning studies; freight activities, MOU’s, collaboration with agencies regarding the 2020 TMA Certification Review, and safety projects and programs.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

An MOU and activities, implemented through a coordinated process with the Regional Intergovernmental Council (RIC) to include data collection and analysis to establish prioritized, fiscally balanced strategies for transportation planning within the Huntington, WV-KY-OH Transportation Management Area (TMA)

**PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel to coordinate transportation planning activities with RIC and other agencies involved with the Huntington, WV-KY-OH TMA; this is to include all city, county, state, or governmental agencies (FHWA, FTA, EPA, etc.). This may include, but is not limited to, meetings, and training activities with WVDOT/WVDOH, FHWA, FTA and EPA.

**381122: KYOVA 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) DEVELOPMENT/UPDATE**

ELEMENT NO.: 381122	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
KYOVA 2050 MTP DEVELOPMENT/UPDATE	\$200,000	\$200,000	\$0	\$0	0	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

The *KYOVA 2050 Metropolitan Transportation Plan Development/Update* work element is to provide a long-range framework for the implementation of transportation improvements within the planning boundary of the KYOVA Interstate Planning Commission.

**METHODOLOGY**

KYOVA Interstate Planning Commission is the metropolitan planning organization (MPO) for West Virginia counties of Cabell and Wayne, the Kentucky counties of Boyd and Greenup, and the urbanized area of Lawrence County, Ohio which fall within the Huntington, WV-KY-OH Transportation Management Area (TMA). As the MPO, KYOVA is mandated by federal law and is charged with conducting a continuous, cooperative, and comprehensive (3-C) transportation planning process for the Huntington, WV-KY-OH urbanized area to include the West Virginia counties of Cabell and Wayne, the Kentucky counties of Boyd and Greenup, and the urbanized portion of Lawrence County, Ohio. One of KYOVA's primary duties is the preparation and management of a Metropolitan Transportation Plan (MTP) in accordance with 49 USC 5303(a)(1) and 23 U.S. 134(a)(1), to accomplish the objectives outlined by the MPO, the state, and the public transportation providers with respect to the development of the metropolitan area's transportation network. MPOs are required to update their MTPs every 5 years. KYOVA's current MTP will expire February 24, 2022. It is KYOVA's intent to have the 2050 MTP completed before the expiration of the current 2040 MTP. The 2050 MTP will identify how the metropolitan area will manage and operate a multi-modal transportation system (including highway, transit, bicycle, pedestrian, air, water, rail, and accessible transportation) to meet the region's economic, transportation development, and sustainability goals – among others – for a 20-year planning horizon, while remaining fiscally constrained. The work will be completed both by in-house staff and consultant. Consultant selection will follow the pre-established KYOVA's guidelines.

*Note: Total funding for the 2050 MTP Update is \$262,057 with cost to be shared between West Virginia, Kentucky, and Ohio. Shared cost will not be as stated in the Tri-State WV-KY-OH MOU (WV=50%/KY=31%/OH=19%) due to West Virginia requiring more activities/data collection that were previously completed for Kentucky and Ohio during FY 2020 and FY 2021.*

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

- Forecast traffic conditions in 20 years for various scenarios using travel demand model software.
- Review the metropolitan area's transportation goals and objectives and suggest revisions if necessary.
- Make recommendations regarding the direction of transportation infrastructure and planning in the metropolitan area for the next 20 years.
- Collect data, complete analysis of census information.
- Collaborate with state, local, federal agencies for determining revisions to the current metropolitan planning area.
- Public meetings to attain feedback from stakeholders and the public-at-large.
- Provide all supporting data and documentation to include hard copies, electronic copies (on flash-drive or similar) as specified in contract.

**PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel required to support the KYOVA Staff in the development/update of KYOVA's 2050 MTP.

**381222: LAWRENCE COUNTY, OHIO TRANSIT PLANNING – DEVIATED FIXED ROUTE – CMAQ**

(FUNDING SOURCE: CMAQ – OHIO FY2022 PID-113226, FY2023 PID-113227, and FY 2024 PID-113228)

ELEMENT NO.: 381222	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
LAWRENCE COUNTY, OHIO TRANSIT PLANNING - DEVIATED FIXED ROUTE - CMAQ (PID 113226)	\$18,500	\$0	\$0	\$18,500	0	0	263
REVISED							

**WORK SCHEDULE (JULY 1, 2020 THROUGH JUNE 30, 2021)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

To support and perform transit operation planning to the Lawrence County Transit (LCT) for a minimum of three (3) years – FY 2022, FY 2023, and FY 2024 and not to exceed five (5) years. Administrative cost payable to KYOVA from LCT for the three consecutive years (and not to exceed five (5) years) or until funding is expended is \$49,200 at an estimated cost of \$16,400 per year. Funding to be provided by CMAQ – Ohio. This is year 1 of 3.

**PROJECT HISTORY**

Beginning FY 2022 (July 1, 2021), following an analysis of the pilot\* program, including the routes, ridership, and additional growth opportunities, Lawrence County Transit will introduce significant changes to the existing routes resulting in new service and increased ridership to frequent commuter destinations. Providing increased ridership directly relates to a reduction in fuel consumption and emissions of individual cars or trucks, thus improving air quality. ODOT approved CMAQ funding for fiscal years 2022, 2023 and 2024 for an FY total of \$164,000 with a three (3) year Total Cost of \$492,000. Matching funds of 20% for the three (3) years will be \$98,400 or \$32,800 each year to initiate this service.

*\* Lawrence County Public Transit System has operated a pilot shuttle service connecting destinations in Ironton, South Point and Proctorville, Ohio, Ashland, Kentucky, and Huntington, West Virginia since 2017.*

**METHODOLOGY**

LCT was provided funding through the Ohio CMAQ program to provide transportation services within Ironton, Ohio and the urbanized area of Lawrence County, Ohio with service to Huntington, WV and Ashland, KY. KYOVA will provide transit operation and support to the LCT in regard to the Deviated Fixed Route CMAQ funded project. Additional planning assistance include coordination activities with LCT to explore opportunities to promote and sustain transit services within their service area and assist in identifying a state of good repair that will help the transit agencies in prioritizing funding to achieve or maintain transit networks as addressed in the FAST Act.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission in cooperation with the Lawrence County Transit and the ODOT Office of Transit.



## PRODUCTS

### **KYOVA will perform the following to assist LCT in transit planning/CMAQ project:**

1. KYOVA has committed \$492,000 to support LCT's new deviated fixed route service and planning over a minimum of three (3) years and not to exceed five (5) years using KYOVA's Congestion Mitigation and Air Quality (CMAQ) suballocated funds including local funds (\$442,800) for operation support and LCT FTA Section 5303 funds (\$49,200) for planning operation to be conducted by KYOVA.
2. KYOVA will assist with transit planning, evaluation of transit services, provision of data, conformity analysis for identified projects, if required, and the creation of improvements to these services.
3. KYOVA will assist in the identification of potential grants and other funding sources for use by LCT.
4. KYOVA will provide information to LCT and ILCAO staff on federal compliance issues as they arise.
5. KYOVA may assist LCT and ILCAO with the implementation of purchasing service agreements with other agencies and organizations.

### **Lawrence County Transit System will perform the following (no charge to work element):**

1. LCT will operate a public transportation program funded with CMAQ program funds. Following the Lawrence County Transit CMAQ Analysis/Study completed in 2020, a new service was developed to better serve the community. The new service will begin July 1, 2021 and conclude no earlier than June 30, 2024 and will be funded with ODOT – CMAQ program funds.
2. LCT will work closely with KYOVA and ILCAO to ensure good communication.
3. LCT will pay KYOVA \$49,200 (10 % of the KYOVA committed CMAQ funds – see KYOVA activities #1 above) from its FTA Section 5307 funds at a rate of \$16,400 per year for three (3) consecutive years based on quarterly installments or up to five(5) years until funds are expended for transit planning assistance. LCT will provide the required local match for FTA Section 5307 funds.
4. LCT will utilize the CMAQ funds to cover the operating costs of the newly developed deviated fixed route shuttle service that targets daily commuters between major employers and universities between the three principal cities of Ironton, Ohio; Ashland, Kentucky; and Huntington, West Virginia.
5. LCT will provide the vehicles and all ancillary equipment necessary to operate the newly established routes as recommend in the CMAQ Analysis/Study.
6. LCT has contracted with ILCAO to serve as the administrative party for the newly established routes.
7. LCT will meet all local, state, and federal requirements associated with the operation of the newly established CMAQ funded service including any necessary drug and alcohol testing, National Transit Database reporting, and other pertinent federal requirements.

## PROFESSIONAL DEVELOPMENT

Limited travel will be required of the KYOVA Staff.

**381322: TRANSPORTATION SERVICES – (OHIO RIDESHARE PROGRAM)**

(FUNDING OBTAINED FROM U.S. DOT OHIO CONSOLIDATED PLANNING GRANT FUNDS)

ELEMENT NO.: 381322	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
<b>TRANSPORTATION SERVICES (OHIO RIDESHARE PROGRAM)</b>	<b>\$8,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS:**

To partner with Mid-Ohio Regional Planning Commission (MORPC) and other Ohio MPOs in the Air Quality/Rideshare Gohio commuter program to provide transportation services to those in the urbanized portion of Lawrence County, Ohio.

**METHODOLOGY**

1. The KYOVA Interstate Planning Commission (Huntington, WV-KY-OH Urbanized Area) encourages integration of all modes of transportation and connectivity of the transportation system; therefore, participation in the OARC Air Quality/Rideshare Program and Committee will aid the users of the transportation system by providing access to online tools to coordinate ride sharing.
2. The Ohio Rideshare Program, Gohio, is administered through MORPC and coordinated with MPOs and planning agencies throughout Ohio. The program provides countless benefits to users such as cutting costs, making commuting more efficient, improve health, and reduction of mobile emissions. The Gohio online platform assists users in ride planning, matching, and logging transportation data. KYOVA is committed for a three-year period – FY 2022 is year 2.
3. The ridesharing services through Gohio are available to individuals and agencies located within the urbanized portion of Lawrence County, Ohio. As the program continues to grow, expansion of services into the entire Huntington, WV-KY-OH Urbanized Area will be essential to accommodate all residents of the KYOVA Planning Area.
4. KYOVA will identify Performance Measures as directed in the FAST Act cooperatively with ODOT, FHWA, and FTA to develop and integrate a reporting process that will progress towards the Performance Measures.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission.

**PRODUCTS**

Provide support services and assistance to the Gohio Commute/Rideshare program to promote a culture of sustainable and smart multimodal travel throughout Ohio by using public education and ride-matching services to increase and retain working relationships with employers; supporting Ohio and multi-regional Transportation Demand Management (TDM) ride-matching services; promoting services to the public, communities, and government partnerships through special multi-modal projects,

networking, alternative transportation groups, air quality awareness events, websites, and individual meetings, campaigns, and social media outlets; using existing and developed data sets to focus on alternatives with alternative transportation partners.

**PROFESSIONAL DEVELOPMENT**

Minimal travel and/or training will be required by the KYOVA Staff for program support activities.

**381422: LAWRENCE COUNTY, OH METROPOLITAN TRANSPORTATION PLAN (MTP) UPDATE**

(FUNDING OBTAINED FROM USDOT OHIO CONSOLIDATED PLANNING GRANT FUNDS) CONSULTANT ONLY

ELEMENT NO.: 381422	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
LAWRENCE COUNTY, OH TRANSPORTATION PLAN UPDATE	\$12,057	\$0	\$0	\$12,057	0	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

The KYOVA 2050 Metropolitan Transportation Plan Development/Update work element is to provide a long-range framework for the implementation of transportation improvements within the planning boundary of the KYOVA Interstate Planning Commission.

**METHODOLOGY**

KYOVA Interstate Planning Commission is the metropolitan planning organization (MPO) for West Virginia counties of Cabell and Wayne, the Kentucky counties of Boyd and Greenup, and the urbanized area of Lawrence County, Ohio which fall within the Huntington, WV-KY-OH Transportation Management Area (TMA). As the MPO, KYOVA is mandated by federal law and is charged with conducting a continuous, cooperative, and comprehensive (3-C) transportation planning process for the Huntington, WV-KY-OH urbanized area to include the West Virginia counties of Cabell and Wayne, the Kentucky counties of Boyd and Greenup, and the urbanized portion of Lawrence County, Ohio. One of KYOVA's primary duties is the preparation and management of a Metropolitan Transportation Plan (MTP) in accordance with 49 USC 5303(a)(1) and 23 U.S. 134(a)(1), to accomplish the objectives outlined by the MPO, the state, and the public transportation providers with respect to the development of the metropolitan area's transportation network. MPOs are required to update their MTPs every 5 years. KYOVA's current MTP will expire February 24, 2022. It is KYOVA's intent to have the 2050 MTP completed before the expiration of the current 2040 MTP. The 2050 MTP will identify how the metropolitan area will manage and operate a multi-modal transportation system (including highway, transit, bicycle, pedestrian, air, water, rail, and accessible transportation) to meet the region's economic, transportation development, and sustainability goals – among others – for a 20-year planning horizon, while remaining fiscally constrained. The work will be completed both by in-house staff and consultant. Consultant selection will follow the pre-established KYOVA's guidelines.

*Note: Total funding for the 2050 MTP Update is \$262,057 with cost to be shared between West Virginia, Kentucky, and Ohio. Shared cost will not be as stated in the Tri-State WV-KY-OH MOU (WV=50%/KY=31%/OH=19%) due to West Virginia requiring more activities/data collection that were previously completed for Kentucky and Ohio during FY 2020 and FY 2021.*

**PRODUCTS**

Final/approved KYOVA Interstate Planning Commission 2050 Metropolitan Transportation Plan that will include but not be limited to the following tasks or outcomes.

- Address and meet the content requirements of MTPs as listed in Title 23, Chapter 1, Subpart E, Subpart 450 of the Code of Federal Regulations, including performance measures and performance targets.
- Utilize information from the current MTP and other plans that have been previously developed by KYOVA and other community agencies.
- Review each mode of transportation including analyzing existing conditions.
- Forecast traffic conditions in 20 years for various scenarios using travel demand model software.
- Review the metropolitan area's transportation goals and objectives and suggest revisions if necessary.
- Make recommendations regarding the direction of transportation infrastructure and planning in the metropolitan area for the next 20 years.
- Collect data, complete analysis of census information.
- Collaborate with state, local, federal agencies for determining revisions to the current metropolitan planning area.
- Public meetings to attain feedback from stakeholders and the public-at-large.
- Provide all supporting data and documentation to include hard copies, electronic copies (on flash-drive or similar) as specified in contract.

**PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel required to support the KYOVA Staff in the development/update of KYOVA's 2050 MTP.

**381522: BOYD & GREENUP COUNTY, KY METROPOLITAN TRANSPORTATION PLAN UPDATE**

(Funding from CRRSAA, 2021/KY Highway Infrastructure Program)

ELEMENT NO.: 385122	TOTAL REVENUE	REVENUE			MAN HOURS		
BOYD & GREENUP CO, KY MTP UPDATE/KYOVA MTP UPDATE	\$50,000	WV	KY	OH	WV	KY	OH
REVISED			\$0	\$50,000	\$0	0	0

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2022)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

The KYOVA 2050 Metropolitan Transportation Plan Development/Update work element is to provide a long-range framework for the implementation of transportation improvements within the planning boundary of the KYOVA Interstate Planning Commission.

**METHODOLOGY**

KYOVA Interstate Planning Commission is the metropolitan planning organization (MPO) for West Virginia counties of Cabell and Wayne, the Kentucky counties of Boyd and Greenup, and the urbanized area of Lawrence County, Ohio which fall within the Huntington, WV-KY-OH Transportation Management Area (TMA). As the MPO, KYOVA is mandated by federal law and is charged with conducting a continuous, cooperative, and comprehensive (3-C) transportation planning process for the Huntington, WV-KY-OH urbanized area to include the West Virginia counties of Cabell and Wayne, the Kentucky counties of Boyd and Greenup, and the urbanized portion of Lawrence County, Ohio. One of KYOVA's primary duties is the preparation and management of a Metropolitan Transportation Plan (MTP) in accordance with 49 USC 5303(a)(1) and 23 U.S. 134(a)(1), to accomplish the objectives outlined by the MPO, the state, and the public transportation providers with respect to the development of the metropolitan area's transportation network. MPOs are required to update their MTPs every 5 years.

KYOVA's current MTP will expire February 24, 2022. It is KYOVA's intent to have the 2050 MTP completed before the expiration of the current 2040 MTP. The 2050 MTP will identify how the metropolitan area will manage and operate a multi-modal transportation system (including highway, transit, bicycle, pedestrian, air, water, rail, and accessible transportation) to meet the region's economic, transportation development, and sustainability goals – among others – for a 20-year planning horizon, while remaining fiscally constrained. The work will be completed both by in-house staff and consultant. Consultant selection will follow the pre-established KYOVA's guidelines.

*Note: Total funding for the 2050 MTP Update is \$262,057 with cost to be shared between West Virginia, Kentucky, and Ohio. Shared cost will not be as stated in the Tri-State WV-KY-OH MOU (WV=50%/KY=31%/OH=19%) due to West Virginia requiring more activities/data collection that were previously completed for Kentucky and Ohio during FY 2020 and FY 2021*

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

Final/approved KYOVA Interstate Planning Commission 2050 Metropolitan Transportation Plan that will include but not be limited to the following tasks or outcomes.

- Address and meet the content requirements of MTPs as listed in Title 23, Chapter 1, Subpart E, Subpart 450 of the Code of Federal Regulations, including performance measures and performance targets.
- Utilize information from the current MTP and other plans that have been previously developed by KYOVA and other community agencies.
- Review each mode of transportation including analyzing existing conditions.
- Forecast traffic conditions in 20 years for various scenarios using travel demand model software.
- Review the metropolitan area's transportation goals and objectives and suggest revisions if necessary.
- Make recommendations regarding the direction of transportation infrastructure and planning in the metropolitan area for the next 20 years.
- Collect data, complete analysis of census information.
- Collaborate with state, local, federal agencies for determining revisions to the current metropolitan planning area.
- Public meetings to attain feedback from stakeholders and the public-at-large.
- Provide all supporting data and documentation to include hard copies, electronic copies (on flash-drive or similar) as specified in contract.

**PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel required to support the KYOVA Staff in the development/update of KYOVA's 2050 MTP.

**385122: KENTUCKY 5303 TRANSIT PLANNING**

(FTA BUDGET CODE: 44.21.00)

ELEMENT NO.: 385122	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
KENTUCKY 5303 TRANSIT PLANNING	\$57,750	\$0	\$57,750	\$0	0	821	0
REVISED							

\*\$1,000 to be used for 2050 MTP Update

**WORK SCHEDULE (JULY 1, 2021 THROUGH JUNE 30, 2021)**

July	August	September	October	November	December	January	February	March	April	May	June
X	X	X	X	X	X	X	X	X	X	X	X

**GOALS**

To provide on-going Section 5303 transit planning support, assistance, research, and analysis to the local, state and federal committees, boards, and officials within the Kentucky portion of the Huntington, WV-KY-OH Transportation Management Area (TMA) (Boyd and Greenup counties); continue development of the Regional Models of Cooperation; maintain the KYOVA Coordinated Public Transit – Human Services Transportation Plan, which integrates all aspects of transit and mobility to ensure an adequate level of access to all populations while improving the range of options for meeting diverse mobility needs; and coordination with KYTC to address the current and emerging performance measures and participate in discussions with KYTC, FHWA, FTA, and other MPOs on performance-based planning and performance targets is also an integrate part of this work activity.

**METHODOLOGY**

1. Fulfill program management and administration activities to include but not be limited to meeting attendance related to transit service and planning; UPWP preparation/updates; interagency invoicing; documentation and correspondence; completion and maintenance of Title VI/Environmental Justice/LEP documentation; preparation and distribution of the “Annual Listing of Obligated Projects”; and other administrative activities and reports, as required.
2. KYOVA will hold and/or participate in meetings which include representatives from transit agencies, human service agencies, private providers, and individuals with disabilities; collect and analyze data to better connect residents via public transit to regional employment opportunities, health care facilities, schools, grocery stores, etc.; bicycle and pedestrian planning to better achieve intermodal connectivity; data collection to identify priority projects for seniors, individuals with disabilities, and individuals with lower income; model and/or map transit projects and explore the opportunities to increase transit ridership as a component of the federally mandated Congestion Management Process (CMP); and assist in identifying a state of good repair that will help the transit agencies in prioritizing projects and funding as directed in the FAST Act.
3. Coordinate with KYTC, FTA, FHWA, etc., to address the current and emerging Performance Measures and Asset Management and participate in discussions to implement as designated by the FAST Act.
4. Coordination with the Ashland Bus System to ensure a regional approach to transportation planning by promoting cooperation and coordination between transit agencies, the MPO and the Commonwealth of Kentucky.
5. Continue to update, amend, and/or modify the KYOVA 2021-2024 TIP and the KYOVA 2040 MTP to ensure project inclusion into the Kentucky STIP. These efforts will be coordinated with KYTC – Office of Transportation Delivery, KYTC – Central Office/Division of Planning and the Ashland Bus System.



6. KYOVA will provide Sections 5307, 5339, and 5310 program grant assistance to transit systems that operate within the boundary of the KYOVA Metropolitan Planning Area. Allocations of Sections 5307 and 5339 funding will be agreed upon by the transit agencies through a “Split Letter”/MOU and supported by KYOVA.
7. Maintain and update the Coordinated Public Transit-Human Services Transportation plan, as needed, and ensure eligible Kentucky agencies are included.
8. Facilitate transit activities associated with Disadvantaged Business Enterprise, Equal Employment Opportunity, and Title VI Programs, and specialized programs for the elderly and disabled, including program associated with the ADA.

### **RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

### **PRODUCTS**

1. Administrative activities to include but not limited to:
  - Process invoicing, progress reports, budgets, and necessary revisions of financial and administrative funds, and updates of prospectus and contracts (when warranted), and expenses for meeting room rentals, copying of documents, etc.
  - Unified Planning Work Program activities to include:
    - Amendments and/or modifications to the FY 2022 UPWP
    - Draft and final approved FY 2023 UPWP
    - Completion and distribution of Annual Listing of Obligated Projects as specified by KYTC – Division of Planning
2. Up-to-date TIP and MTP to include Amendments and/or Administrative Modifications submission to KYTC for STIP inclusion.
3. Coordination and assisted activities to include but not limited to:
  - Involvement of local officials, agencies, and the public with inclusion of transit providers on the KYOVA Technical Advisory Committee (TAC) and Policy Committee (PC), the Boyd and Greenup Transportation Citizens Advisory Committee, and the Transit Providers Committee; and participation in transportation and transit meetings and discussions.
  - Transit planning activities to assist the ABS with coordination activities ensure a regional approach by facilitating cooperation between transit agencies, KYOVA, and Kentucky (i.e. transit planning support and assistance to develop multi-jurisdictional transportation plans/agreements with committees/boards and officials of the ABS, KYTC – Office of Transportation Delivery, etc., Transit Asset Management Plan assistance, Section 5310 and other transportation related grant application assistance and reviews and assist transit providers in completion of grant applications).
  - Database/GIS/file of the Ashland Bus System (ABS) transit routes, stops, and schedules, as provided by ABS – data may be used to produce summary of reports such as system wide data, bus stop locations, GIS maps, project prioritization placing an emphasis on compliance with FTA guidelines and promoting transit connectivity and safety; integration with bicycle and pedestrian planning; assistance with grant applications and planning for access to essential services, including multi-modal transportation connectivity gap analysis; identified gaps (Access to Opportunity); coordinate with KYTC, FHWA, FTA and ABS to establish, monitor, and implement Performance Measures, as related to transit asset management and transit safety and are consistent with the FAST Act.

4. All other activities and/or projects not specified above relating to transit planning.

**PROFESSIONAL DEVELOPMENT**

Training, travel, accommodations, and development activities to include participation to include but not limited to those activities and participation in Kentucky Transit Conferences, Kentuckians for Better Transportation (KBT), Kentucky Public Transit Association (KPTA), KYTC, FTA, FHWA, National Transit Institute (NTI) and National Highway Institute (NHI) courses, National Association of Development Organizations (NADO), National Association of Regional Councils (NARC); and other programs/conferences that would assist in Kentucky specific and regional transit planning.

# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2022**

**Unified Planning Work Program**

**SECTION III**

**Budget**

4/23/2021

KYOVA INTERSTATE PLANNING COMMISSION  
 FUNCTIONAL AGENCY RESPONSIBILITY  
 BUDGET SUMMARY  
 TABLE I  
 FY-2022

		KYOVA/HAIATS		TOTAL
WORK ELEMENT	PROJECT CODE 380	TOTAL		
	<b>TRANSPORTATION PLANNING - WV/KY/OH JOINT PLANNING ELEMENTS</b>			
380122	MANAGEMENT AND ADMINISTRATION	\$136,297		\$136,297
380222	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT	\$141,000		\$141,000
380322	METROPOLITAN TRANSPORTATION PLANNING (MTP)	\$93,449		\$93,449
380422	TRANSPORTATION SURVEILLANCE AND GIS	\$84,963		\$84,963
380522	AIR QUALITY PLANNING	\$35,000		\$35,000
380622	PUBLIC PARTICIPATION	\$48,000		\$48,000
380722	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING	\$47,839		\$47,839
	<b>TOTAL JOINT FUNDED</b>	<b>\$586,548</b>		<b>\$586,548</b>
	<b>TRANSIT PLANNING WEST VIRGINIA/OHIO ONLY</b>			
380822	TRANSIT AND HUMAN SERVICES PLANNING WV&OH	\$102,330		\$102,330
	<b>TOTAL WV/OH TRANSIT FUNDS</b>	<b>\$102,330</b>		<b>\$102,330</b>
	<b>TOTAL JOINT FUNDS &amp; WV/OH TRANSIT</b>	<b>\$688,878</b>		<b>\$688,878</b>
	<b>STATE SPECIFIC PROJECT</b>			
380922	SECTION 5310 TMA TRANSIT ADMINISTRATION (SHARED WITH TTA)	\$11,500		\$11,500
381022	KYOVA/RIC JOINT TMA COORDINATION (WV)	\$10,000		\$10,000
381122	KYOVA 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) DEVEL./UPDATE	\$200,000		\$200,000
381222	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE - CMAQ	\$18,500		\$18,500
381322	TRANSPORTATION SERVICES - (OHIO RIDE SHARE PROGRAM)	\$8,500		\$8,500
381422	LAWRENCE COUNTY TRANSPORTATION PLAN UPDATE	\$12,057		\$12,057
381522	KY MTP UPDATE	\$50,000		\$50,000
	<b>STATE SPECIFIC PROJECTS</b>	<b>\$310,557</b>		<b>\$310,557</b>
	<b>TOTAL STATE SPECIFIC FUNDING</b>	<b>\$310,557</b>		<b>\$310,557</b>
	<b>KENTUCKY TRANSIT (5303) PLANNING</b>			
385122	KENTUCKY 5303 TRANSIT PLANNING	\$57,750		\$57,750
	<b>TOTAL KENTUCKY TRANSIT</b>	<b>\$57,750</b>		<b>\$57,750</b>
	<b>TOTAL KY FTA TRANSIT FUNDS</b>	<b>\$57,750</b>		<b>\$57,750</b>
	<b>TOTAL HAIATS BUDGET</b>	<b>\$1,057,185</b>		<b>\$1,057,185</b>

KYOVA INTERSTATE PLANNING COMMISSION  
PRELIMINARY BUDGET  
TABLE II  
FY-2022

ELEMNT	OHIO				WEST VIRGINIA				KENTUCKY				KY-FTA				LAWRENCE COUNTY TRANSIT								
	KYOVA/FHW/ TOTAL	DIRECT LABOR	OTHER DIRECT	INDIRECT OVERHEAD	FRINGES	DIRECT LABOR	OTHER DIRECT	INDIRECT OVERHEAD	FRINGES	DIRECT LABOR	OTHER DIRECT	INDIRECT OVERHEAD	FRINGES	DIRECT LABOR	OTHER DIRECT	INDIRECT OVERHEAD	FRINGES	DIRECT LABOR	OTHER DIRECT	INDIRECT OVERHEAD	FRINGES				
TRANSPORTATION PLANNING	1,007,185	368,767	249,056	240,069	149,293	66,591	25,705	43,348	26,958	181,190	214,000	117,957	73,356	85,241	6,589	55,492	34,507	27,073	2,092	17,625	10,960	8,673	670	5,646	3,511
100 JOINT FUNDED																									
380122 MANAGEMENT AND ADMINISTRATION	136,297	63,895	4,938	41,596	25,868	12,140	938	7,902	4,914	31,947	2,468	20,800	12,934	19,807	1,531	12,895	8,019	0	0	0	0	0	0	0	0
380222 SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MAN.	141,000	66,100	5,109	43,031	26,760	12,560	971	8,176	5,084	33,050	2,553	21,516	13,381	20,491	1,584	13,340	8,295	0	0	0	0	0	0	0	0
380322 METROPOLITAN TRANSPORTATION PLANNING (MTP)	93,449	43,808	3,386	28,519	17,736	8,324	643	5,418	3,369	21,904	1,693	14,261	8,869	13,581	1,050	8,841	5,498	0	0	0	0	0	0	0	0
380422 TRANSPORTATION SURVEILLANCE AND GIS	84,963	39,830	3,078	25,930	16,125	7,568	585	4,927	3,065	19,915	1,539	12,966	8,064	12,347	954	8,037	4,998	0	0	0	0	0	0	0	0
380522 AIR QUALITY PLANNING	35,000	16,408	1,268	10,682	6,643	3,117	241	2,029	1,262	8,205	634	5,340	3,321	5,086	393	3,311	2,059	0	0	0	0	0	0	0	0
CONSULTANT							0				0				0										
380622 PUBLIC PARTICIPATION	48,000	22,502	1,739	14,649	9,110	4,275	329	2,784	1,731	11,251	870	7,324	4,555	6,976	539	4,541	2,824	0	0	0	0	0	0	0	0
380722 SURFACE TRANSPORTATION PROGRAM (STP) PLANNING	47,839	22,427	1,733	14,600	9,079	4,260	330	2,773	1,724	11,213	867	7,301	4,540	6,952	537	4,526	2,815	0	0	0	0	0	0	0	0
TOTAL JOINT FUNDED	586,548	274,970	21,252	179,006	111,320	52,244	4,038	34,008	21,150	137,484	10,624	89,507	55,664	85,241	6,589	55,492	34,507	0	0	0	0	0	0	0	0
380822 TRANSIT AND HUMAN SERVICES PLANNING WV&OH	102,330	47,972	3,708	31,230	19,421	14,347	1,109	9,340	5,808	33,625	2,599	21,890	13,613	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL TRANSIT	102,330	47,972	3,708	31,230	19,421	14,347	1,109	9,340	5,808	33,625	2,599	21,890	13,613	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL JOINT FUNDED/TRANSIT	688,878	322,941	24,959	210,237	130,741	66,591	5,148	43,348	26,957	171,109	13,222	111,397	69,276	85,241	6,589	55,492	34,507	0	0	0	0	0	0	0	0
WV STATE SPECIFIC PROJECTS																									
380922 SECTION 5310 TMA TRANSIT ADMINISTRATION (SHARED WITH TTA)	11,500	5,391	417	3,510	2,183	0	0	0	0	5,391	417	3,510	2,183	0	0	0	0	0	0	0	0	0	0	0	0
CONSULTANT																									
381022 KYOVA/RIC JOINT TMA COORDINATION (WV)	10,000	4,688	362	3,052	1,898	0	0	0	0	4,688	362	3,052	1,898	0	0	0	0	0	0	0	0	0	0	0	0
381122 KYOVA 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) DEVEL./UPDATE	200,000		200,000								200,000														
TOTAL WV STATE SPECIFIC PROJECTS	221,500	10,080	200,778	6,561	4,080	0	0	0	0	10,080	200,778	6,561	4,080	0	0	0	0	0	0	0	0	0	0	0	0
OHIO STATE SPECIFIC PROJECTS																									
381222 LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE - CMAQ	18,500	8,673	670	5,646	3,511	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,673	670	5,646	3,511
381322 TRANSPORTATION SERVICES - (OHIO RIDE SHARE PROGRAM)																									
CONSULTANT	8,500		8,500																						
381422 LAWRENCE COUNTY TRANSPORTATION PLAN UPDATE																									
CONSULTANT	12,057		12,057																						
TOTAL OHIO STATE SPECIFIC PROJECTS	39,057	8,673	21,228	5,647	3,511	0	20,557	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,673	670	5,646	3,511
KY STATE SPECIFIC PROJECTS																									
381522 KY MTP UPDATE	0		0												0										
TOTAL KENTUCKY STATE SPECIFIC PROJECTS	0		0												0										
TOTAL STATE SPECIFIC	260,557	18,753	222,005	12,206	7,592	0	20,557	0	0	10,080	200,778	6,561	4,080	0	0	0	0	0	0	0	0	8,673	670	5,646	3,511
KENTUCKY TRANSIT (5303) PLANNING																									
385122 KENTUCKY 5303 TRANSIT PLANNING	57,750	27,073	2,092	17,624	10,960	0	0	0	0	0	0	0	0	0	0	0	0	27,073	2,092	17,624	10,960	0	0	0	0
TOTAL KY-FTA TRANSIT	57,750	27,073	2,092	17,624	10,960	0	0	0	0	0	0	0	0	0	0	0	0	27,073	2,092	17,624	10,960	0	0	0	0
TOTAL KENTUCKY TRANSIT	57,750	27,073	2,092	17,624	10,960	0	0	0	0	0	0	0	0	0	0	0	0	27,073	2,092	17,624	10,960	0	0	0	0
TOTAL HAIATS BUDGET	1,007,185	368,767	249,056	240,069	149,293	66,591	25,705	43,348	26,958	181,190	214,000	117,957	73,356	85,241	6,589	55,492	34,507	27,073	2,092	17,625	10,960	8,673	670	5,646	3,511

TABLE III  
 KYOVA INTERSTATE PLANNING COMMISSION  
 PROGRAM YEAR FY 2022  
 JOINT FUNDED ELEMENTS/STATE SPECIFIC ELEMENTS

ELEMENT	TRANSPORTATION PLANNING	TOTAL	JOINT FUNDED ELEMENTS/STATE SPECIFIC ELEMENTS						PLANNING FUNDS				SURFACE TRANSPORTATION PLANNING FUNDS				TTA				TRANSIT CONTINGENCY FUNDS				PLANNING FUNDS				STP FUNDS				KYTC - FTA			
			TOTAL ODOT	OHIO	OHIO	ODOT	KYOVA	LOCAL	FUNDS	FHWA	MATCH	LOCAL	WV	WV	STATE	KYOVA	KYOVA	WV	WV	WV	KYOVA	TOTAL KY	KY	KY STATE	KYOVA	KY	KY	KYOVA	KY	KY FTA	KY FTA	FTA 5303	LAWRENCE			
		100%	19.0000%	100%	80%	10%	10%	50.0000%	80%	10%	10%	100%	80%	10%	10%	20%	100%	100%	80%	20%	31.0000%	80%	5%	15%	SPECIFIC	80%	20%	100%	100%	80%	MATCH	100%				
380122	MANAGEMENT AND ADMINISTRATION																																			
	BUDGETED AMOUNT	136,297	25,896	0	20,716	2,590	2,590	68,149	54,519	6,815	6,815	0	0	0	0	0	0	0	0	0	42,252	33,802	2,112	6,338	0	0	0	0	0	0	0	0				
380222	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT																																			
	BUDGETED AMOUNT	141,000	26,790	0	21,432	2,679	2,679	70,500	56,400	7,050	7,050	0	0	0	0	0	0	0	0	0	43,710	34,967	2,186	6,557	0	0	0	0	0	0	0	0				
380322	METROPOLITAN TRANSPORTATION PLANNING (MTP)																																			
	BUDGETED AMOUNT	93,449	17,755	0	14,204	1,775	1,776	46,725	37,381	4,672	4,672	0	0	0	0	0	0	0	0	0	28,969	23,176	1,448	4,345	0	0	0	0	0	0	0	0				
380422	TRANSPORTATION SURVEILLANCE AND GIS																																			
	BUDGETED AMOUNT	84,963	16,143	0	12,915	1,614	1,614	42,481	33,985	4,248	4,248	0	0	0	0	0	0	0	0	0	26,339	21,071	1,317	3,951	0	0	0	0	0	0	0	0				
380522	AIR QUALITY PLANNING																																			
	BUDGETED AMOUNT	35,000	6,650	0	5,320	665	665	17,500	14,000	1,750	1,750	0	0	0	0	0	0	0	0	0	10,850	8,680	543	1,627	0	0	0	0	0	0	0	0	0			
380622	PUBLIC PARTICIPATION																																			
	BUDGETED AMOUNT	48,000	9,120	0	7,296	912	912	24,000	19,200	2,400	2,400	0	0	0	0	0	0	0	0	0	14,880	11,904	744	2,232	0	0	0	0	0	0	0	0	0			
380722	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING																																			
	BUDGETED AMOUNT	47,839	9,089	0	7,272	909	908	23,920	19,136	2,392	2,392	0	0	0	0	0	0	0	0	0	14,830	0	0	0	14,830	11,864	2,966	0	0	0	0	0				
	TOTAL JOINT FUNDED	586,548	111,443	0	89,155	11,144	11,144	293,275	234,621	29,327	29,327	0	0	0	0	0	0	0	0	0	181,830	133,600	8,350	25,050	14,830	11,864	2,966	0	0	0	0	0				
380822	TRANSIT AND HUMAN SERVICES PLANNING WV&OH																																			
	BUDGETED AMOUNT	102,330	30,605	0	24,485	3,060	3,060	71,725	57,379	7,173	7,173	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	TOTAL TRANSIT WEST VIRGINIA/OHIO	102,330	30,605	0	24,485	3,060	3,060	71,725	57,379	7,173	7,173	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	TOTAL JOINT FUNDED/TRANSIT	688,878	142,048	0	113,640	14,204	14,204	365,000	292,000	36,500	36,500	0	0	0	0	0	0	0	0	0	181,830	133,600	8,350	25,050	14,830	11,864	2,966	0	0	0	0	0				
	WEST VIRGINIA STATE SPECIFIC PROJECTS																																			
380922	SECTION 5310 TMA TRANSIT ADMINISTRATION (SHARED WITH TTA)	11,500	0	0	0	0	0	0	0	0	0	0	0	0	0	11,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
381022	KYOVA/RIC JOINT TMA COORDINATION (WV)	10,000	0	0	0	0	0	10,000	8,000	1,000	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
381122	KYOVA 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) DEVEL./UPDATE	200,000	0	0	0	0	0	200,000	160,000	20,000	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	TOTAL WV STATE SPECIFIC PROJECT	221,500	0	0	0	0	0	210,000	168,000	21,000	21,000	0	0	0	0	11,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	OHIO STATE SPECIFIC																																			
381222	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE - CMAQ	18,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18,500				
381322	TRANSPORTATION SERVICES - (OHIO RIDE SHARE PROGRAM)	\$8,500	8,500	0	6,800	850	850	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
381422	LAWRENCE COUNTY TRANSPORTATION PLAN UPDATE	\$12,057	12,057	0	9,646	1,206	1,205	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	TOTAL OHIO STATE SPECIFIC PROJECT	39,057	20,557	0	16,446	2,056	2,055	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18,500				
	KENTUCKY STATE SPECIFIC																																			
381522	KY MTP UPDATE	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000				
	TOTAL KENTUCKY STATE SPECIFIC PROJECT	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	TOTAL STATE SPECIFIC	310,557	20,557	0	16,446	2,056	2,055	210,000	168,000	21,000	21,000	0	0	0	0	11,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	0			
	200 KENTUCKY TRANSIT (5303) PLANNING																																			
385122	KENTUCKY 5303 TRANSIT PLANNING	57,750	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	57,750	46,200	11,550	0			
	TOTAL KY - FTA TRANSIT	57,750	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	57,750	46,200	11,550	0	0			
	FTA - KENTUCKY STATE SPECIFIC PROJECT																																			
	TOTAL FTA - TRANSIT	57,750	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	57,750	46,200	11,550	0	0			
	TOTAL BUDGET	1,057,185	162,605	0	130,086	16,260	16,259	575,000	460,000	57,500	57,500	0	0	0	0	11,500	0	0	0	0	181,830	133,600	8,350	25,050	14,830	11,864	2,966	50,000	57,750	46,200	11,550	18,500				

TABLE III  
 KYOVA INTERSTATE PLANNING COMMISSION  
 PROGRAM YEAR FY 2022  
 JOINT FUNDED ELEMENTS/STATE SPECIFIC ELEMENTS

**WEST VIRGINIA PORTION ONLY**

ELEMENT	DESCRIPTION	TOTAL	JOINT PLANNING FUNDS					SURFACE TRANSPORTATION PLANNING FUNDS				
			TOTAL WV FUNDS	WV FHWA	STATE MATCH	KYOVA LOCAL	WV TOTAL STP FUNDS	WV STATE MATCH	KYOVA LOCAL	KYOVA LOCAL		
	<b>TRANSPORTATION PLANNING</b>	100%	50%	80%	10%	10%	100%	80%	10%	10%	20%	
380122	MANAGEMENT AND ADMINISTRATION											
	BUDGETED AMOUNT	136,297	68,149	54,519	6,815	6,815	0	0	0	0	0	
380222	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT											
	BUDGETED AMOUNT	141,000	70,500	56,400	7,050	7,050	0	0	0	0	0	
380322	METROPOLITAN TRANSPORTATION PLANNING (MTP)											
	BUDGETED AMOUNT	93,449	46,725	37,381	4,672	4,672	0	0	0	0	0	
380422	TRANSPORTATION SURVEILLANCE AND GIS											
	BUDGETED AMOUNT	84,963	42,481	33,985	4,248	4,248	0	0	0	0	0	
380522	AIR QUALITY PLANNING											
	BUDGETED AMOUNT	35,000	17,500	14,000	1,750	1,750	0	0	0	0	0	
380622	PUBLIC PARTICIPATION											
	BUDGETED AMOUNT	48,000	24,000	19,200	2,400	2,400	0	0	0	0	0	
380722	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING											
	BUDGETED AMOUNT	47,839	23,920	19,136	2,392	2,392	0	0	0	0	0	
	<b>TOTAL JOINT FUNDED</b>	586,548	293,275	234,621	29,327	29,327	0	0	0	0	0	
380822	TRANSIT AND HUMAN SERVICES PLANNING WV&OH											
	BUDGETED AMOUNT	102,330	71,725	57,379	7,173	7,173	0	0	0	0	0	
	<b>TOTAL TRANSIT WEST VIRGINIA/OHIO</b>	102,330	71,725	57,379	7,173	7,173	0	0	0	0	0	
	<b>TOTAL JOINT FUNDED/TRANSIT</b>	688,878	365,000	292,000	36,500	36,500	0	0	0	0	0	
	<u>WEST VIRGINIA STATE SPECIFIC PROJECTS</u>											
	WV - TRI STATE TRANSIT (TTA) STATE SPECIFIC PROJECT											
380922	SECTION 5310 TMA TRANSIT ADMINISTRATION (SHARED WITH TTA)	11,500	0	0	0	0	0	0	0	0	0	
	<b>TOTAL WV - TTA STATE SPECIFIC PROJECT</b>	11,500	0	0	0	0	0	0	0	0	0	
381022	KYOVA/RIC JOINT TMA COORDINATION (WV)	10,000	10,000	8,000	1,000	1,000	0	0	0	0	0	
381122	KYOVA 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) DEVEL./UPD.	200,000	200,000	160,000	20,000	20,000	0	0	0	0	0	
0		0	0	0	0	0	0	0	0	0	0	
	<b>TOTAL OTHER WV STATE SPECIFIC PROJECTS</b>	210,000	200,000	160,000	20,000	20,000	0	0	0	0	0	
	<b>TOTAL WV STATE SPECIFIC PROJECTS</b>	210,000	200,000	160,000	20,000	20,000	0	0	0	0	0	
	<u>OHIO STATE SPECIFIC</u>											
381222	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE - CMAQ	18,500	0	0	0	0	0	0	0	0	0	
381322	TRANSPORTATION SERVICES - (OHIO RIDE SHARE PROGRAM)	8,500	0	0	0	0	0	0	0	0	0	
381422	LAWRENCE COUNTY TRANSPORTATION PLAN UPDATE	12,057	0	0	0	0	0	0	0	0	0	
	<b>TOTAL OHIO STATE SPECIFIC PROJECT</b>	39,057	0	0	0	0	0	0	0	0	0	
	<u>KENTUCKY STATE SPECIFIC/STP</u>											
381522	KY MTP UPDATE	50,000	0	0	0	0	0	0	0	0	0	
	<b>TOTAL KY STATE SPECIFIC PROJECT</b>	50,000	0	0	0	0	0	0	0	0	0	
	<b>TOTAL STATE SPECIFIC</b>	310,557	210,000	168,000	21,000	21,000	0	0	0	0	0	
	<b>200 KENTUCKY TRANSIT (5303) PLANNING</b>											
385122	KENTUCKY 5303 TRANSIT PLANNING	57,750	0	0	0	0	0	0	0	0	0	
	<b>TOTAL KY - FTA TRANSIT</b>	57,750	0	0	0	0	0	0	0	0	0	
	<u>FTA - KENTUCKY STATE SPECIFIC PROJECT</u>											
	<b>TOTAL FTA - TRANSIT</b>	57,750	0	0	0	0	0	0	0	0	0	
	<b>TOTAL BUDGET</b>	1,057,185	575,000	460,000	57,500	57,500	0	0	0	0	0	

TABLE III  
KYOVA INTERSTATE PLANNING COMMISSION  
PROGRAM YEAR FY 2022

**OHIO PORTION ONLY**

JOINT FUNDED ELEMENTS/STATE SPECIFIC ELEMENTS

		TOTAL	TOTAL ODOT	OHIO	OHIO	ODOT	KYOVA
ELEMENT	TRANSPORTATION PLANNING	100%	FUNDS	FHWA	FHWA	STATE	LOCAL
			19.0000%	100%	80%	10%	10%
380122	MANAGEMENT AND ADMINISTRATION						
	BUDGETED AMOUNT	136,297	25,896	0	20,716	2,590	2,590
380222	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT						
	BUDGETED AMOUNT	141,000	26,790	0	21,432	2,679	2,679
380322	METROPOLITAN TRANSPORTATION PLANNING (MTP)						
	BUDGETED AMOUNT	93,449	17,755	0	14,204	1,775	1,776
380422	TRANSPORTATION SURVEILLANCE AND GIS						
	BUDGETED AMOUNT	84,963	16,143	0	12,915	1,614	1,614
380522	AIR QUALITY PLANNING						
	BUDGETED AMOUNT	35,000	6,650	0	5,320	665	665
380622	PUBLIC PARTICIPATION						
	BUDGETED AMOUNT	48,000	9,120	0	7,296	912	912
380722	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING						
	BUDGETED AMOUNT	47,839	9,089	0	7,272	909	908
	TOTAL JOINT FUNDED	586,548	111,443	0	89,155	11,144	11,144
					0	0	0
380822	TRANSIT AND HUMAN SERVICES PLANNING WV&OH						
	BUDGETED AMOUNT	102,330	30,605	0	24,485	3,060	3,060
	TOTAL TRANSIT WEST VIRGINIA/OHIO	102,330	30,605	0	24,485	3,060	3,060
	TOTAL JOINT FUNDED/TRANSIT	688,878	142,048	0	113,640	14,204	14,204
	WEST VIRGINIA STATE SPECIFIC PROJECTS						
	WV - TRI STATE TRANSIT (TTA) STATE SPECIFIC PROJECT						
380922	SECTION 5310 TMA TRANSIT ADMINISTRATION (SHARED WITH TTA)	11,500	0	0	0	0	0
	TOTAL WV - TTA STATE SPECIFIC PROJECT	11,500	0	0	0	0	0
381022	KYOVA/RIC JOINT TMA COORDINATION (WV)	10,000	0	0	0	0	0
381122	KYOVA 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) DEVEL./UPDATE	200,000	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
	TOTAL WV STATE SPECIFIC PROJECT	210,000	0	0	0	0	0
	OHIO STATE SPECIFIC						
381222	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE - CMAQ	18,500	0	0	0	0	0
381322	TRANSPORTATION SERVICES - (OHIO RIDE SHARE PROGRAM)	8,500	8,500	0	6,800	850	850
381422	LAWRENCE COUNTY TRANSPORTATION PLAN UPDATE	12,057	12,057	0	9,646	1,206	1,205
0	0	0	0	0	0	0	0
		0	0	0	0	0	0
	TOTAL OHIO STATE SPECIFIC PROJECT	39,057	20,557	0	16,446	2,056	2,055
	KENTUCKY STATE SPECIFIC						
381522	KY MTP UPDATE	50,000					
	TOTAL KENTUCKY STATE SPECIFIC	50,000					
	TOTAL STATE SPECIFIC	310,557	20,557	0	16,446	2,056	2,055
0	200 KENTUCKY TRANSIT (5303) PLANNING						
385122	KENTUCKY 5303 TRANSIT PLANNING	57,750	0	0	0	0	0
	TOTAL KY - FTA TRANSIT	57,750	0	0	0	0	0
	FTA - KENTUCKY STATE SPECIFIC PROJECT						
	TOTAL BUDGET	1,057,185	162,605	0	130,086	16,260	16,259



TABLE III  
KYOVA INTERSTATE PLANNING COMMISSION  
PROGRAM YEAR FY 2022  
JOINT FUNDED ELEMENTS/STATE SPECIFIC ELEMENTS

KENTUCKY PORTION ONLY

ELEM#	DESCRIPTION	TOTAL	PLANNING FUNDS					STP FUNDS					
			TOTAL KY FUNDS	KY PL FUNDS	KY STATE MATCH	KYOVA LOCAL	KY STATE SPECIFIC	KY STP FUNDS	KY STATE MATCH	KYOVA LOCAL	KYOVA LOCAL	KY CRRSAA	
	<b>TRANSPORTATION PLANNING</b>	100%	31%	80%	5%	15%	SPECIFIC	80%	5%	15%	20%	100%	
380122	MANAGEMENT AND ADMINISTRATION												
	BUDGETED AMOUNT	136,297	40,300	32,240	2,015	6,045	0	0	0	0	0	0	
380222	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT												
	BUDGETED AMOUNT	141,000	43,710	34,967	2,186	6,557	0	0	0	0	0	0	
380322	METROPOLITAN TRANSPORTATION PLANNING (MTP)												
	BUDGETED AMOUNT	93,449	28,969	23,176	1,448	4,345	0	0	0	0	0	0	
380422	TRANSPORTATION SURVEILLANCE AND GIS												
	BUDGETED AMOUNT	84,963	26,339	21,071	1,317	3,951	0	0	0	0	0	0	
380522	AIR QUALITY PLANNING												
	BUDGETED AMOUNT	35,000	10,850	8,680	543	1,627	0	0	0	0	0	0	
380622	PUBLIC PARTICIPATION												
	BUDGETED AMOUNT	48,000	14,880	11,904	744	2,232	0	0	0	0	0	0	
380722	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING												
	BUDGETED AMOUNT	47,839	0	0	0	0	14,830	11,864	0	0	2,966	0	
	<b>TOTAL JOINT FUNDED</b>	<b>586,548</b>	<b>181,830</b>	<b>133,600</b>	<b>8,350</b>	<b>25,050</b>	<b>14,830</b>	<b>11,864</b>	<b>0</b>	<b>0</b>	<b>2,966</b>	<b>0</b>	
380822	TRANSIT AND HUMAN SERVICES PLANNING WV&OH												
	BUDGETED AMOUNT	102,330	0	0	0	0	0	0	0	0	0	0	
	<b>TOTAL TRANSIT WEST VIRGINIA/OHIO</b>	<b>102,330</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>TOTAL JOINT FUNDED/TRANSIT</b>	<b>688,878</b>	<b>181,830</b>	<b>133,600</b>	<b>8,350</b>	<b>25,050</b>	<b>14,830</b>	<b>11,864</b>	<b>0</b>	<b>0</b>	<b>2,966</b>	<b>0</b>	
	WEST VIRGINIA STATE SPECIFIC PROJECTS												
	WV - TRI STATE TRANSIT (TTA) STATE SPECIFIC PROJECT												
380922	SECTION 5310 TMA TRANSIT ADMINISTRATION (SHARED WITH TTA)	11,500	0	0	0	0	0	0	0	0	0	0	
	<b>TOTAL WV - TTA STATE SPECIFIC PROJECT</b>	<b>11,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
381022	KYOVA/RIC JOINT TMA COORDINATION (WV)	10,000	0	0	0	0	0	0	0	0	0	0	
381122	KYOVA 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) DEVEL./UPD.	200,000	0	0	0	0	0	0	0	0	0	0	
0		0	0	0	0	0	0	0	0	0	0	0	
0		0	0	0	0	0	0	0	0	0	0	0	
	<b>TOTAL WV STATE SPECIFIC PROJECTS</b>	<b>210,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	OHIO STATE SPECIFIC												
381222	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE - CMAQ	18,500	0	0	0	0	0	0	0	0	0	0	
381322	TRANSPORTATION SERVICES - (OHIO RIDE SHARE PROGRAM)	8,500	0	0	0	0	0	0	0	0	0	0	
381422	LAWRENCE COUNTY TRANSPORTATION PLAN UPDATE	12,057	0	0	0	0	0	0	0	0	0	0	
0		0	0	0	0	0	0	0	0	0	0	0	
	<b>TOTAL OHIO STATE SPECIFIC PROJECT</b>	<b>39,057</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	KENTUCKY STATE SPECIFIC/STP												
381522	KY MTP UPDATE	50,000										50,000	
	<b>TOTAL KY STATE SPECIFIC PROJECT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	
	<b>TOTAL STATE SPECIFIC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	
200	200 KENTUCKY TRANSIT (5303) PLANNING												
385122	KENTUCKY 5303 TRANSIT PLANNING	57,750	0	0	0	0	0	0	0	0	0	0	
	<b>TOTAL KY - FTA TRANSIT</b>	<b>57,750</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>TOTAL FTA - TRANSIT/STATE SPECIFIC</b>	<b>57,750</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>TOTAL BUDGET</b>	<b>1,057,185</b>	<b>181,830</b>	<b>133,600</b>	<b>8,350</b>	<b>25,050</b>	<b>14,830</b>	<b>11,864</b>	<b>0</b>	<b>0</b>	<b>2,966</b>	<b>50,000</b>	

4/23/2021

**FY 2022 FRINGE RATE CALCULATION (PROVISIONAL)**

FRINGE CALCULATION & RATE		<b>40.49%</b>
Fringe / Direct Labor + Indirect Labor		
\$	186,058	TOTAL FRINGE
\$	459,564	TOTAL SALARY

**FRINGE RATE IS CALCULATED BY DIVIDING ALL FRINGE EXPENSES BY TOTAL SALARIES**

**FY 2022 INDIRECT RATE CALCULATION (PROVISIONAL)**

INDIRECT CALCULATION & RATE		<b>46.34%</b>
Indirect Lbr + (Indirect Lbr x Fringe Rate) + Other indirect/ Direct Labor and Fringe		
\$	240,068	TOTAL INDIRECT COSTS
\$	518,061	TOTAL DIRECT SALARIES AND FRINGE

**INDIRECT RATE IS CALCULATED BY DIVIDING TOTAL INDIRECT COSTS BY TOTAL DIRECT SALARIES AND FRINGE**

COMBINED RATE 86.84%

SCHEDULE OF DIRECT LABOR, FRINGE BENEFITS AND GENERAL OVERHEAD  
(July 1, 2021 - July 30, 2022)

		Estimated FY 2020	Actual FY 2020	Difference (Over Bdgt.) Under Bdgt.	ODOT Adjustments	Estimated FY 2022
<b>EMPLOYEE WAGES</b>						
<b>Indirect Labor</b>						
Project #	GL#	Acct. Name				
38807	50100	Administration/Clerical/Fiscal		\$ (3,335)	\$ -	\$90,798
<b>Subtotal - Indirect Labor</b>		\$ 85,879	\$ 89,214	\$ (3,335)	\$ -	\$90,798
<b>Direct Labor</b>						
380/385	50100	Transportation Planning		\$ (1,766)	\$ -	\$368,766
<b>Subtotal - Direct Labor</b>		\$ 359,787	\$ 361,553	\$ (1,766)	\$ -	\$368,766
<b>TOTAL EMPLOYEE WAGES</b>		\$ 445,666	\$ 450,767	\$ (5,101)	\$ -	\$459,564

FRINGE BENEFITS COST CENTER

Acct. #	Acct. Name	Estimated FY 2020	Actual FY 2020	Difference (Over Bdgt.) Under Bdgt.	ODOT Adjustments	Estimated FY 2022
998000	50900	\$ 43,350	\$ 43,157	\$ 193	\$ -	\$45,956
998000	51000	\$ 84,769	\$ 78,840	\$ 5,929	\$ -	\$84,769
998000	50600	\$ 34,093	\$ 33,392	\$ 701	\$ -	\$35,157
998000	50800	\$ 1,297	\$ 1,209	\$ 88	\$ -	\$1,337
998000	50700	\$ 1,800	\$ 1,648	\$ 152	\$ -	\$1,620
998000	51100	\$ 17,219	\$ 8,333	\$ 8,886	\$ -	\$17,219
<b>Subtotal Fringe Benefits</b>		\$ 182,528	\$ 166,579	\$ 15,949	\$ -	\$186,058
<b>Less Indirect Fringe Costs</b>		\$ 35,176	\$ 33,574			\$ 36,764
<b>Total Direct Fringe Benefit Costs</b>		\$ 147,352	\$ 133,005	\$ 14,347		\$ 149,294
<b>FRINGE BENEFIT RATE</b>		40.96%	36.95%			40.49%
<b>TOTAL DIRECT SALARIES/FRINGE</b>						\$ 518,061

PROGRAM INDIRECT COST ALLOCATION CENTER COSTS

Project #	Acct. #	Acct. Name	Estimated FY 2020	Actual FY 2020	Difference (Over Bdgt.) Under Bdgt.	ODOT Adjustments	Estimated FY 2022
38807	50100	Salaries - Indirect Only	\$ 85,879	\$ 89,214	\$ (3,335)	\$ -	\$90,798
38807	50400	Fringe Benefits for Indirect Salaries	\$ 35,176	\$ 33,574	\$ 1,602	\$ -	\$36,764
38807	55400	Maintenance/Service/IT Agreements	\$ 3,500	\$ 2,919	\$ 581	\$ -	\$ 1,500
38807	53200	Finance Consulting	\$ 11,000	\$ 10,900	\$ 100	\$ -	\$ 11,000
38807	53800	Depreciation	\$ 1,140	\$ -	\$ 1,140	\$ -	\$ 750
38807	53100	Equipment Lease	\$ 2,500	\$ 292	\$ 2,208	\$ -	\$ 2,865
38807	54700	Electronic/Data Processing Equ. Ins.	\$ 900	\$ -	\$ 900	\$ -	\$ 250
38807	52300	Printing/Reproduction/Scanning	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 250
38807	54900	Comprehensive Liability Insurance/Bonding Fees	\$ 13,000	\$ 13,112	\$ (112)	\$ -	\$ 12,000
38807	54100	Legal Service	\$ 500	\$ 306	\$ 194	\$ -	\$ 500
38807	53600	Meeting Charges	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 1,500
38807	52600	Memberships, Subscriptions	\$ 2,500	\$ 4,961	\$ (2,461)	\$ -	\$ 3,500
38807	56800	Software/Technical Support	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 1,500
38807	54200	Management Services	\$ 400	\$ -	\$ 400	\$ -	\$ -
38807	55500	Rent/Space Costs	\$ 42,433	\$ 45,252	\$ (2,819)	\$ -	\$ 42,423
38807	53700	Equipment	\$ 2,000	\$ 463	\$ 1,537	\$ -	\$ 1,500
38807	52000	Supplies	\$ 9,500	\$ 8,618	\$ 882	\$ -	\$ 9,500
38807	55100	Computer Software Lease/Upgrade	\$ 3,500	\$ -	\$ 3,500	\$ -	\$ 1,000
38807	52200	Telephone	\$ 2,000	\$ 3,633	\$ (1,633)	\$ -	\$ 3,000
38807	52000	Travel	\$ 2,500	\$ 215	\$ 2,285	\$ -	\$ 2,000
38807	54400	Postage	\$ 500	\$ -	\$ 500	\$ -	\$ 500
38807	55700	Misc Service/Office Expense	\$ 2,000	\$ 785	\$ 1,215	\$ -	\$ 1,100
38807	58200	Other Costs	\$ 1,579	\$ -	\$ 1,579	\$ -	\$ 579
38807	53500	Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -
38807	52500	Website Development	\$ 1,736	\$ -	\$ 1,736	\$ -	\$ -
38807	53900	GMS Onsite Closeout Fees	\$ 2,000	\$ 2,304	\$ (304)	\$ -	\$ 2,500
<b>Subtotal Kyova Indirect Cost Allocation Costs</b>			\$ 235,243	\$ 216,548	\$ 18,695	\$ -	\$227,279

INDIRECT COST CENTER

Acct. #	Acct. Name	Estimated FY 2020	Actual FY 2020	Difference (Over Bdgt.) Under Bdgt.	ODOT Adjustments	Estimated FY 2022
999000	54400	Postage Meter Lease & Supplies	\$ 1,000	\$ 1,213	\$ (213)	\$ 1,000
999000	55700	Post Office Box Rental	\$ 100	\$ -	\$ 100	\$ 100
999000	55400	Maintenance/Service Agreements	\$ 3,500	\$ 1,468	\$ 2,032	\$ 1,500
999000	52200	Telephone/Internet/DSL connection/Wireless Service	\$ 2,000	\$ 10	\$ 1,990	\$ 1,000
999000	52800	Xerox (Lease for Copier/Fax/Printer)	\$ 6,000	\$ 4,407	\$ 1,593	\$ 5,500
999000	52000	Supplies (For General Use)	\$ 2,000	\$ 149	\$ 1,851	\$ 2,000
999000	55300	Storage Facility Rental Fees	\$ 1,000	\$ -	\$ 1,000	\$ 500
999000	52600	Subscriptions/Memberships(newspapers, magazines, etc.)	\$ 300	\$ 289	\$ 11	\$ 300
999000	58200	Other Costs	\$ 500	\$ 182	\$ 318	\$ 250
999000	52400	Travel	\$ 239	\$ 122	\$ 117	\$ 239
999000	53600	Meetings	\$ -	\$ -	\$ -	\$ -
999000	55200	Advertisements	\$ 500	\$ -	\$ 500	\$ 200
999000	53500	Contract Labor	\$ -	\$ -	\$ -	\$ -
999000	55500	Space Cost	\$ -	\$ 714	\$ (714)	\$ -
999000	55700	Misc. Service/Office Expense	\$ 400	\$ 10	\$ 390	\$ 200

<b>Subtotal Indirect Costs</b>		\$ 17,539	\$ 8,564	\$ 8,975	\$ -	\$ 12,789
<b>TOTAL INDIRECT COSTS</b>		\$ 252,782	\$ 225,112	\$ 27,670	\$ -	\$ 240,068
<b>TOTAL DIRECT LABOR/FRINGE COSTS</b>						
<b>TRANSPORTATION PLANNING</b>		\$ 507,139	\$ 494,558	\$ 12,581	\$ -	\$ 518,061
<b>TOTAL INDIRECT RATE</b>		49.8%	45.5%			46.34%

4/23/2021

**FY 2021-2022  
KYOVA INTERSTATE PLANNING COMMISSION  
PROPOSED OPERATING BUDGET  
JULY 1, 2021 - JUNE 30, 2022**

			Estimated	YTD	Difference	Estimated
			FY 2020	FY 2020	(Over Bdg.)	FY 2022
					under Bdgt.	
<b>Project #</b>	<b>Acct.#</b>	<b>DIRECT:</b>				
380 & 385	50100	Salaries Direct	359,787	361,553	-1,766	368,766
380 & 385	50400	Fringe Benefits Direct	147,352	133,005	14,347	149,294
380 & 385	52400	Travel/Meetings (Direct)	60,000	26,146	33,854	30,000
380 & 385	54000	Consultant Services	832,909	400,730	432,179	262,057
380 & 385	60000	Other(Telephone, Advertisements, supplies, etc.) Direct	6,007	8,373	-2,366	5,000
380 & 385	52300	Printing/Reproduction (Direct)	2,000	0	2,000	1,000
380 & 385	53500	Contract Services	1,500	0	1,500	1,000
391	391000	Local Unrestricted Expenses Only	11,345	4,021	7,324	8,374
			0	0	0	
		<b>TOTAL DIRECT</b>	<b>1,420,900</b>	<b>933,828</b>	<b>487,072</b>	<b>825,492</b>
<b>388</b>	<b>388000</b>	<b>KYOVA PROGRAM ALLOCATION COST CENTER:</b>				
388	50100	Salaries - Indirect Only	85,879	89,214	-3,335	90,798
388	50400	Fringe Benefits for Indirect Salaries	35,176	33,574	1,602	36,764
388	55400	Maintenance/Service/IT	3,500	2,919	581	1,500
388	53200	Finance Consulting	11,000	10,900	100	11,000
388	53800	Depreciation	1,140	0	1,140	750
388	53100	Software Lease	2,500	292	2,208	2,865
388	54700	Electronic/Data Processing Equ. Ins.	900	0	900	250
388	52300	Printing/Reproduction/Scanning	1,500	0	1,500	250
388	54900	Comprehensive Liability Insurance/Bonding Fees	13,000	13,112	-112	12,000
388	54100	Legal Service	500	306	194	500
388	53600	Meeting Charges	2,500	0	2,500	1,500
388	52600	Memberships/Subscriptions/Resources	2,500	4,961	-2,461	3,500
388	56800	Software/Technical Support	5,000	0	5,000	1,500
388	54200	Management Services	400	0	400	0
388	55500	Rent/Space Costs	42,433	45,252	-2,819	42,423
388	53700	Equipment	2,000	463	1,537	1,500
388	52000	Supplies	9,500	8,618	882	9,500
388	55100	Computer Software Lease/Upgrade	3,500	0	3,500	1,000
388	52200	Telephone	2,000	3,633	-1,633	3,000
388	52000	Travel	2,500	215	2,285	2,000
388	54400	Postage	500	0	500	500
388	55700	Misc Service/Office Expense	2,000	785	1,215	1,100
388	58200	Other Costs	1,579	0	1,579	579
388	53500	Contract Labor Services	0	0	0	0
388	52500	Website Development	1,736	0	1,736	0
388	53900	GMS On Site Closeout Fees	2,000	2,304	-304	2,500
		<b>TOTAL KYOVA PROGRAM ALLOCATED COSTS</b>	<b>235,243</b>	<b>216,548</b>	<b>18,695</b>	<b>227,279</b>
999000						
999000	54400	Postage Meter Lease & Supplies	1,000	1,213	-213	1,000
999000	55700	Post Office Box Rental	100	0	100	100
999000	55400	Maintenance/Service Agreements	3,500	1,468	2,032	1,500
999000	52200	Telephone/Internet/DSL connection/Wireless Service	2,000	10	1,990	1,000
999000	52800	Xerox (Lease for Copier/Fax/Printer)	6,000	4,407	1,593	5,500
999000	52000	Supplies (For General Use)	2,000	149	1,851	2,000
999000	55300	Storage Facility Rental Fees	1,000	0	1,000	500
999000	52600	Subscriptions/Memberships(newspapers, magazines, etc.)	300	289	11	300
999000	58200	Other Costs	500	182	318	250
999000	52400	Travel	239	122	117	239
999000	53600	Meetings	0	0	0	0
999000	55200	Advertisements	500	0	500	200
999000	53500	Contract Labor	0	0	0	0
999000	55500	Space Cost	0	714	-714	0
999000	55700	Misc. Service/Office Expense	400	10	390	200
		<b>TOTAL KYOVA INDIRECT COSTS</b>	<b>17,539</b>	<b>8,564</b>	<b>8,975</b>	<b>12,789</b>
		<b>TOTAL KYOVA PROGRAM ALLOCATED/INDIRECT COSTS</b>	<b>252,782</b>	<b>225,112</b>	<b>27,670</b>	<b>240,068</b>
		<b>TOTAL BUDGET</b>	<b>1,673,682</b>	<b>1,158,940</b>	<b>514,742</b>	<b>1,065,559</b>
			<b>(11,345)</b>	<b>LESS LOCAL UNRESTRICTED</b>		<b>(8,374)</b>
			<b>1,662,337</b>			<b>1,057,185</b>

# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2022**

**Unified Planning Work Program**

**APPENDIX A**

**Financial Provisions and Managerial  
Capability Certification**

**Certification of Provision of Necessary Local Matching Funds**

The KYOVA Interstate Planning Commission hereby certifies that the local match requirement of the total project cost shall be provided in (check and complete one) cash  , \$ 113,325.00 ; in-kind N/A , \$ N/A ; or combination of both N/A , \$ N/A cash + \$ N/A in-kind value = \$ N/A total.

It is my understanding that if in-kind is used as match, proper documentation detailing the cash value of those services shall be included with this application. If cash is used as match, the source of these funds is (are) local membership dues which are based on population.

February 26, 2021  
Date

  
\_\_\_\_\_  
Christopher M. Chiles, Executive Director  
KYOVA Interstate Planning Commission

## Fiscal and Managerial Capability Certification

The KYOVA Interstate Planning Commission

Hereby certifies that upon a review of the Applicant's records, determined that the Applicant has the requisite legal, financial, and managerial capability to apply for, receive, and disburse Federal assistance authorized for 49 U. S. C. 5303 and to implement and manage the project.

## Federal Requirements

The KYOVA Interstate Planning Commission

Hereby certifies that it will comply with any existing requirements, as well as any changes that occur in the future, in carrying out this project.

## Inspection

The KYOVA Interstate Planning Commission

Hereby certifies that it shall permit the FTA, the Comptroller of General of the United States and, if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award, and will establish a proper accounting system in accordance with the generally accepted accounting standards or agency directives.

Executed this 26<sup>th</sup> day of February 2021.

BY:



Christopher M. Chiles, Executive Director  
KYOVA Interstate Planning Commission

## **LOCAL MATCH LETTERS FOR INDIVIDUAL PROJECTS**

*PAGE RESERVED FOR FUTURE LOCAL SPONSOR MATCH LETTERS/COMMITMENTS*



# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

## **FY 2022 Unified Planning Work Program**

### **APPENDIX B**

#### **Certifications and Assurances**

**EXHIBIT A**

**Certification of Compliance  
With Executive Order 12372**

“Certification is given by KYOVA Interstate Planning Commission, the applicant, with the respect to its application for assistance pursuant to Section 8 of the Urban Mass Transportation Act of 1964, as amended, filed with the Federal Transit Administration (FTA) that the recipient has complied with the process established by the states of West Virginia, Kentucky, and Ohio pursuant to Executive Order 12372”.

**KYOVA INTERSTATE PLANNING COMMISSION**

By:   
\_\_\_\_\_  
Christopher M. Chiles, Executive Director

Date: February 26, 2021

**Assurance Concerning Nondiscrimination on the  
Basis of Disability in Federally Assisted Programs  
and Activities Receiving or Benefiting from  
Federal Financial Assistance**

Implementing the Rehabilitation Act of 1973, as amended,  
and the American with Disabilities Act of 1990

KYOVA Interstate Planning Commission, **AGREES THAT**, as a condition to the approval or extension of any federal financial assistance from the Federal Transit Administration (FTA) to construct any facility, obtain any rolling stock or other equipment, undertake studies, conduct research, or to participate in or obtain any benefit from any program administered by the Federal Transit Administration, no otherwise qualified person with a disability shall, solely by reason of his or her disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives or benefits from federal financial assistance administered by the FTA or any entity within the United States Department of Transportation (USDOT).

Specifically, the Recipient **GIVES ASSURANCE** that it will conduct any program or operate any facility so assisted in compliance with all applicable requirements imposed by DOT regulations implementing the Rehabilitation Act of 1973, as amended, and the American with Disabilities Act of 1990 (and any subsequent amendments thereto) set forth at 49 C. F. R. Parts 27, 37, and 38 as well as all applicable regulations and directives issued pursuant thereto by other federal departments or agencies.

Executed this 26<sup>th</sup> day of February 2021.

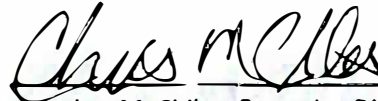
By:   
Christopher M. Chiles, Executive Director  
KYOVA Interstate Planning Commission

## **Drug Free Workplace Act Certification for Public or Private Entity**

1. The KYOVA Interstate Planning Commission certifies that it will provide a drug-free workplace by:
  - a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
  - b. Establishing an ongoing drug-free awareness program to inform employees about:
    1. The dangers of drug abuse in the workplace;
    2. The Applicant's policy of maintaining a drug-free workplace;
    3. Any available drug counseling, rehabilitation, and employee assistance programs; and
    4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
  - c. Making it a requirement that each employee to be engaged in the performance of the grant or cooperative agreement be given a copy of the statement required by paragraph (a)
  - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant or cooperative agreement, the employee will:
    1. Abide by the terms of the statement; and
    2. Notify the employer in writing of his or her conviction for violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
  - e. Notifying the federal agency in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise received actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every project officer or other designee on whose project activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of such affected grant or cooperative agreement.

- f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted;
    - 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the rehabilitation Act of 1973, as amended; or
    - 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or Local health, law enforcement, or other appropriate agency;
  - g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).
2. The applicant's headquarters is located at the following address. The address of all workplace maintained by the Applicant are provided on an accompanying list.

Name of Applicant: KYOVA Interstate Planning Commission  
Street Address: 400 Third Avenue  
City: Huntington  
County: Cabell  
State: West Virginia  
Zip Code: 25701



Christopher M. Chiles, Executive Director  
KYOVA Interstate Planning Commission

Date: February 26, 2021

## Certification of Restrictions on Lobbying

I, **Christopher M. Chiles, Executive Director**, hereby certify on behalf of KYOVA Interstate Planning Commission that:

1. No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Federal department or agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or any employee or a Member of the U.S. Congress in connection with the awarding of any Federal contract, the making of and Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification thereof.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying”, in accordance with its instructions (as amended by “Government wide Guidance for New Restrictions on Lobbying”, 61 Fed. Reg. 1413 (11/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at Title 2 USC Section 1601: et seq.).
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31 USC Section 1352 (as amended by the Lobbying Disclosure Act of 1998). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Christopher M. Chiles, Executive Director

Date: February 26, 2021

**Certification Regarding Debarment, Suspension,  
And other Responsibility Matters  
Primary Covered Transactions**

1. KYOVA Interstate Planning Commission certifies to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department to or agency;
  - b. Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery falsification or destruction of record, making false statements, or receiving stolen property;
  - c. Are not presently indicted for otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and have not, within a three-year period preceding this application/proposal, had one or more public transactions (federal, state, local) terminated for cause or default;
  - d. Have not, within a three-year period preceding this application/proposal, had one or more public transactions (federal, state, or local) terminated for cause or default.
2. The Applicant also certifies that if, later, it becomes aware of any information contradicting the statement of paragraphs (a) through (d) above, it will promptly provide that information to the Division.
3. If the Applicant (Primary Participant) is unable to certify to the statements within paragraphs (1) and (2) above, it shall indicate so on its signature page and provide a written explanation to the Division.

**KYOVA INTERSTATE PLANNING COMMISSION  
PROCUREMENT COMPLIANCE**

Applicant certifies that its procurements and procurement system will comply with all applicable requirements imposed by federal laws, executive orders, or regulations and the requirements of FTA Circular 4220.1 D, "Third Party Contracting Requirements", and other implementing guidance or manuals FTA may issue. The applicant certifies that it will include in its contracts financed in whole or in part with FTA assistance all clauses required by federal laws, executive orders, or regulations, and will ensure that its contractor(s) will also include in sub-agreements and contracts financed in whole or in part with FTA assistance all applicable clauses required by federal laws, executive-orders, or regulations.

  
\_\_\_\_\_  
Christopher M. Chiles, Executive Director

Date: February 26, 2021

## Federal Transit Administration Civil Rights Assurance

The KYOVA INTERSTATE PLANNING COMMISSION HEREBY CERTIFIES, THAT, as a condition of receiving Federal financial assistance under the Federal Transit Administration Act, as amended, it will ensure that:

1. No person on the basis of race, color, or national origin will be subjected to discrimination in the level and quality of transportation services and transit-related benefits.
2. The **KYOVA INTERSTATE PLANNING COMMISSION** will compile, maintain, and submit in a timely manner Title VI information required by FTA circular 4702.0 and in compliance with the Department of Transportation Title VI regulation 49 CFR Part 21.9.
2. The **KYOVA INTERSTATE PLANNING COMMISSION** will make it know to the public that those person or persons alleging discrimination on the basis of race, color, or national origin as it relates to the provision of transportation services and transit-related benefits may file a complaint with the Federal Transit Administration and/or the U.S. Department of Transportation (USDOT).
3. A standard DOT Title VI Assurance, signed, and dated March 1978 has been filed with the state.

The person or persons whose signature appears below are authorized to sign this assurance on behalf of the grant applicant or recipient.



Christopher M. Chiles, Executive Director  
KYOVA Interstate Planning Commission

Date: February 26, 2021



**Federal Fiscal Year 2022 FTA Certifications  
And Assurances Signature Page**

**Affirmation of Applicant**

Name of Applicant: KYOVA Interstate Planning Commission

Name and Relationship of Authorized Representative: Christopher M. Chiles, Executive Director

BY SIGNING BELOW on behalf of the Applicant, I declare that the applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, the Applicant agrees to comply with all Federal statutes and regulations, and follow applicable Federal directives, and comply with the certifications and assurances as indicated on the foregoing page applicable to each application it makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2022.

FTA intends that the certifications and assurances the Applicant selects on the other side of this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 801 et seq., and implementing U.S. DOT regulations, Program Fraud Civil Remedies, "49 CFR part 31 apply to any certification , assurance, or submission made in connection with a Federal public transportation program authorized in 49 U. S. C. Chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.



Christopher M. Chiles, Executive Director  
KYOVA Interstate Planning Commission

Date: February 26, 2021

## Federal Fiscal Year 2022 FTA Certifications and Assurances for Federal Transit Administration Assistance Programs

**NAME OF APPLICANT: KYOVA INTERSTATE PLANNING COMMISSION**

The Applicant agrees to comply with applicable provisions of Categories 01-24.

**OR**

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

Please initial   
Category Description

#	Category Description	Initial
01.	Assurances Required for Each Applicant	_____
02.	Lobbying	_____
03.	Procurement Compliance	_____
04.	Protections for Private Providers of Public Transportation	_____
05.	Public Hearing	_____
06.	Acquisition of Rolling Stock for Use in Revenue Service	_____
07.	Acquisition of Capital Assets by Lease	_____
08.	Bus Testing	_____
09.	Charter Service Agreement	_____
10.	School Transportation Agreement	_____
11.	Demand Responsive Service (if applicable)	_____
12.	Alcohol Misuse and Prohibited Drug Use	_____
13.	Interest and Other Financing Cost	_____
14.	Intelligent Transportation Systems (if applicable)	_____
15.	Urbanized Area Formula Programs	_____
16.	Clean Fuels Grant Program	_____
17.	Elderly Individuals and Individuals with Disabilities Formula Program & Pilot Program (if applicable)	_____
18.	Non-Urbanized Area Formula Program for States	_____
19.	Job Access and Reverse Commute Program (if applicable)	_____
20.	New Freedom Program (if applicable)	_____
21.	Paul S. Sarbanes Transit in Parks Program	_____
22.	Tribal Transit Program	_____
23.	TIFIA Projects	_____
24.	Deposits of Federal Financial Assistance to a state infrastructure Banks	_____



# TITLE VI COMPLIANCE QUESTIONNAIRE

## Metropolitan Planning Organizations (MPOs) & Regional Transportation Planning Organizations (RTPOs)

### General

1. Which office within your organization has lead responsibility for Title VI compliance?

***KYOVA's Finance/Administrative Office has lead responsibility for Title VI compliance.***

2. Who is your designated Title VI Coordinator? Please provide the person's name, title, and contact information.

***Dannielle Slusher  
Finance/Office Manager/Title VI Environmental Justice Officer  
400 Third Avenue  
Huntington, WV 25701  
Email: [dslusher@kyovaipc.org](mailto:dslusher@kyovaipc.org)  
Phone: 304-523-7434***

3. Does your organization have a Title VI Program Plan? If so, please provide the website link or attach a copy.

***Yes, KYOVA's Title VI Plan may be viewed on KYOVA's website at the following link:  
[www.kyovaipc.org/Title\\_VI\\_LEP\\_Plan\\_Dec\\_2020.pdf](http://www.kyovaipc.org/Title_VI_LEP_Plan_Dec_2020.pdf).***

4. Does your organization have a Title VI policy? If so, please provide the website link or attach a copy.

***KYOVA's Title VI Policy Statement can be found in the Title VI Plan at the link above on page Title VI-3 and at the following link:  
[www.kyovaipc.org/Title\\_VI\\_LEP\\_Plan\\_Dec\\_2020.pdf](http://www.kyovaipc.org/Title_VI_LEP_Plan_Dec_2020.pdf).***

5. Does your organization have written Title VI complaint procedures? If so, please provide the website link or attach a copy.

***KYOVA's Title VI Complaint Procedures can be found in the Title VI Plan ([www.kyovaipc.org/Title\\_VI\\_LEP\\_Plan\\_Dec\\_2020.pdf](http://www.kyovaipc.org/Title_VI_LEP_Plan_Dec_2020.pdf)) on page Title VI-4 and Title VI-5 and in Appendix A pages A-1 through A-4 – in both English and Spanish. Additionally, the English version may be reviewed on the KYOVA website at the following link: [Complaint Procedure 3 8 2016.pdf \(kyovaipc.org\)](http://www.kyovaipc.org/Complaint_Procedure_3_8_2016.pdf).***

6. Does your organization have a Title VI complaint form? If so, please provide the website link or attach a copy.

***KYOVA's Title VI Complaint Form can be found in Appendix A pages A-5 through A-8 (English and Spanish) of the Title VI Plan on the KYOVA website: [www.kyovaipc.org/Title\\_VI\\_LEP\\_Plan\\_Dec\\_2020.pdf](http://www.kyovaipc.org/Title_VI_LEP_Plan_Dec_2020.pdf). Additionally, the English version of the form can be found on the website at the following link: [Title VI Complaint Form Fill in.pdf \(kyovaipc.org\)](http://www.kyovaipc.org/Title_VI_Complaint_Form_Fill_in.pdf).***

## Title VI Compliance Questionnaire

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7. Does your organization make the public aware of the right to file a complaint? If so, describe how this is accomplished.

**The “Notice of Nondiscrimination Rights and Protections to Beneficiaries” is posted on the KYOVA website at the following link: [Notice of Nondiscrimination Rights and Protections to Beneficiaries 3 8 2016.pdf \(kyovaipc.org\)](#). Additionally, the information for the public is included in the Title VI/LEP Plan which is also located on the KYOVA website for the general public and other agencies to review.**

8. In the past three years, has your organization been named in any Title VI and/or other discrimination complaints or lawsuits? If so, please provide the date the action was filed, a brief description of the allegations and the current status of the complaint or lawsuit. Describe any Title VI-related deficiencies that were identified and the efforts taken to resolve those deficiencies.

***KYOVA has NOT been named in any Title VI and/or other discrimination complaints or lawsuits over the past three years.***

9. Has your organization provided written Title VI Assurances to ODOT? Is the Title VI Assurance included in the MPO self-certification resolution (Note, this only applies to MPOs, RTPOs do not approve self-certification resolutions)? If so, please provide a copy as an attachment.

***KYOVA provides ODOT written Title VI Assurances. The Assurances are included in the MPO self-certification resolution (see attached) and within the annual Unified Planning Work Program.***

10. Does your contract language include Title VI and other non-discrimination assurances?

***Yes, KYOVA includes Title VI and other non-discrimination assurances in contracts.***

11. Do you use any of the following methods to disseminate Title VI information to the public (select all that apply):

- i. Title VI posters in public buildings - YES***
- ii. Title VI brochures at public events
- iii. Title VI complaint forms in public buildings
- iv. Title VI complaint forms at public events – YES***
- v. Title VI policy posted on your website – YES***
- vi. Title VI Program Plan posted on your website - YES***
- vii. Other (Please explain)

### Public Involvement

12. Does your organization have a Public Participation Plan? If so, please provide the website link or attach a copy. When was the Public Participation Plan most recently updated?

***KYOVA does have a Public Participation Plan that was updated in December 2019. The link to access the most current Public Participation Plan is: [www.kyovaipc.org/Participation Plan Dec 2019 FINAL.pdf](http://www.kyovaipc.org/Participation Plan Dec 2019 FINAL.pdf).***

13. Please select which of the following outlets your organization uses to provide notices to different population groups (select all that apply):

- i. Neighborhood and community paper advertisements - Yes***
- ii. Community radio station announcements
- iii. Church and community event outreach – Yes***

- iv. Targeted fliers distributed in particular neighborhoods -Yes**
- v. Other (Please explain) – Newspaper, KYOVA website, Facebook, YouTube Video, Twitter, word-of-mouth.**

14. Do you coordinate with local community groups to facilitate outreach to minorities and low-income populations? If so, please list groups.

**KYOVA coordinates outreach with the Huntington Housing Authority, Golden Girls Group Home, Cabell County Community Service Organization, FIVCO Area Development District, Ironton-Lawrence County (OH) Community Action, Lawrence County (OH) Public Transit Agency, Ohio Transit, EasterSeals, NorthEast Community Action Organization (KY).**

15. Do you take the following into consideration when identifying a public meeting location (select all that apply):

- i. Parking – YES**
- ii. Accessibility by public transportation – YES**
- iii. Meeting times – YES**
- iv. Existence of ADA ramps – YES**
- v. Familiarity of community with meeting location – YES**

16. Have meeting participants requested special assistance (e.g., interpretation services) ahead of any public event in the past year? If so, describe how the request was addressed.

**No special assistance has been requested over the past year.**

### **Limited English Proficiency (LEP) and Language Assistance**

17. Are you familiar with the LEP four-factor analysis methodology?

**KYOVA is aware of the LEP four-factor analysis methodology.**

18. Are you familiar with the LEP language assistance Safe Harbor threshold?

**KYOVA is aware of the LEP language assistance Safe Harbor threshold.**

19. Does your organization have an LEP Plan and/or a Language Assistance Plan (LAP)? If so, please provide the website link or attach a copy.

**Yes, KYOVA has an LEP Plan which is posted and available for review on the KYOVA website at the following link:**

**[Title VI LEP Plan Dec 2020.pdf \(kyovaipc.org\).](#)**

20. Has your organization identified vital documents that need to be made available in languages other than English? If so, describe how that need is being addressed.

**KYOVA has identified the “vital” documents and utilizes the Translator Function on the KYOVA website to accommodate those individuals requiring information in languages other than English.**

21. Do you have a list of staff who speak languages other than English?

**One staff member has been identified to speak Arabic in addition to English.**

22. Do you provide free translation services in languages other than English to the public upon request?

***Free translation services are provided on an "as needed and prearranged" basis. Additionally, a free translator application is available on the KYOVA website for individuals interested in viewing the electronic documents in a language other than English. Individuals requiring translation services that have not "prearranged" will be accommodated to the best of KYOVA's ability which may require a scheduled meeting at a later date so a translator can be provided.***

23. How often do you receive requests for language assistance?

***To date, KYOVA has not received any requests for language assistance.***

### **Title VI Training**

24. Who provides Title VI training to your staff?

- i. ODOT staff - **YES**
- ii. Title VI Coordinator – **YES (or other designated staff member)**
- iii. Other (Please explain) – **Kentucky Transportation Cabinet on an annual basis, the West Virginia Department of Highways/Department of Transportation; FTA; transit agencies within each of the state DOTs; Federal Highway Administration, etc.**

25. How often are Title VI trainings conducted?

***Some type of Title VI training is conducted at least on an annual basis for each state/agency listed in question 24, above. This may occur through on-line training activities as well as in-person training sessions/workshops.***

26. How many staff were trained on Title VI this year?

***Two (2) staff members participated in training during FY 2021.***

### **Transportation Planning Program - Data Collection and Analysis**

27. Does your agency maintain documentation describing its procedures for incorporating Title VI requirements into the region's transportation planning program?

***Yes. All documentation regarding these procedures may be found in KYOVA'S Title VI/LEP Plan.***

28. Does your organization maintain socio-demographic data and mapping for the transportation planning region?

***Yes, KYOVA is fully equipped with GIS programs/software and trained staff to serve in this capacity and to provide the mapping/data for the region.***

29. Does your organization use data to identify protected groups for consideration in the planning process?

***Yes, as needed and/or for project specific activities.***

30. Does your organization conduct Transportation Plan and Transportation Improvement Program environmental justice analyses of the impacts that planned transportation system investments will have on both minority (including low-income status populations) and non-minority areas? Discuss the assessment methodology and resulting documentation.

***The metropolitan planning process requires data files to be updated regarding minorities, citizen perspectives, land use, employment, and census data. As a census Depository, KYOVA maintains census data files and updates. KYOVA provides data packages to various agencies, businesses, and organizations regarding minority statistics, upon request. The Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) are documents that are prepared and updated to address minority population, employment trends and community values.***

31. Does your organization track demographic information of participants in its transportation planning program public involvement events?

***Demographic information of participants is not tracked on a regular basis as some participants do not identify themselves as to their specific demographic they represent or of local residence.***

## **Technical Assistance**

32. Provide the name, title, and contact information for the person who completed this questionnaire and the date the questionnaire was completed. Is this the person who should be contacted with follow-up questions? If not, please provide the name, title, and contact information for that individual.

***This questionnaire was completed on February 8, 2021. Individuals completing this questionnaire and to whom you should contact regarding any questions are:***

***Dannielle Slusher  
Finance, Office Mgr./Title VI EJ Officer  
KYOVA Interstate Planning Commission  
400 Third Avenue  
Huntington, WV 25701  
Phone: 304-523-7434  
Email: [dslusher@kyovaiipc.org](mailto:dslusher@kyovaiipc.org)***

***Terri Sicking  
Senior Transportation Planner  
KYOVA Interstate Planning Commission  
400 Third Avenue  
Huntington, WV 25701  
Phone: 304-523-7434  
Email: [tsicking@kyovaiipc.org](mailto:tsicking@kyovaiipc.org)***

33. Do you have any questions regarding this questionnaire? If so, please include them here along with your email address or telephone number and an ODOT representative will respond.

***At this time, KYOVA does not have any questions regarding the questionnaire.***

34. Would your organization like Title VI training or other Civil Rights technical assistance from ODOT? If yes, please explain.

***KYOVA welcomes any Title VI, Environmental Justice, LEP, or other civil rights training to better facilitate the transportation planning process.***

### **Affirmation of Applicant's Attorney For KYOVA Interstate Planning Commission**

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the certifications and assurances as indicated on the forgoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitute legal and binding obligations on the Applicant.

I further affirm to the Applicant, that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances, or of the performance of this project.

  
Signature/Title of Authorized Representative

Steven R. Bartram, Esquire

4-15-2021  
Date

*Each Applicant for FTA financial assistance and each FTA Grantee with an active capital or formula project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, provided the Applicant has on file this Affirmation, signed by the attorney, and dated this fiscal year.*



# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2022**

**Unified Planning Work Program**

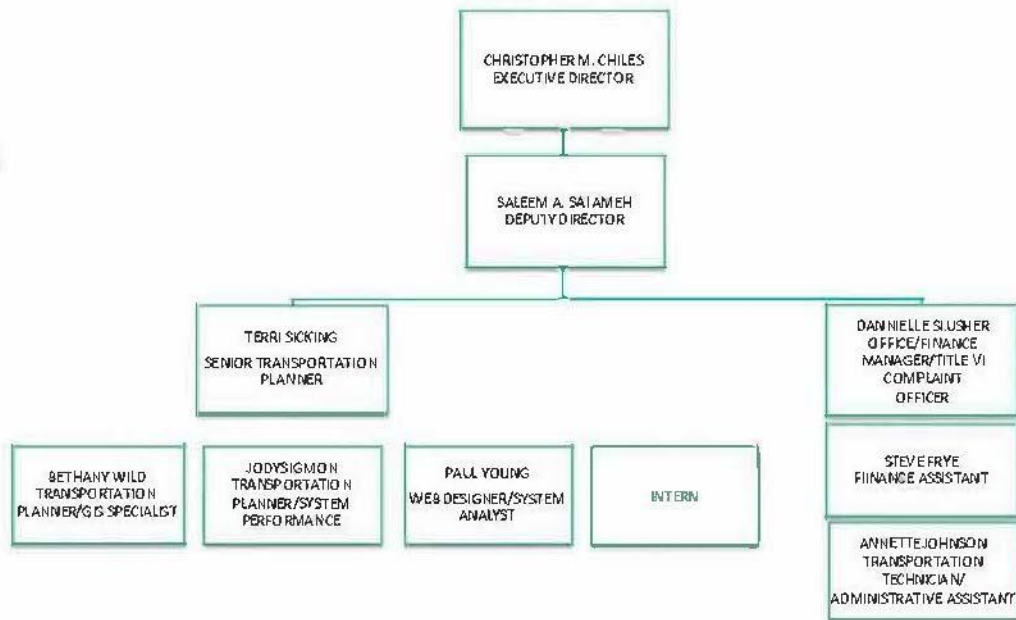
**APPENDIX C**

**KYOVA Organizational Chart**

# KYOVA INTERSTATE PLANNING COMMISSION

## ORGANIZATIONAL CHART

As of February 1, 2021



# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2022**

**Unified Planning Work Program**

**APPENDIX D**

**Planning Agreements**

## (TRI-STATE) WV-KY-OH

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding made and entered into this 1<sup>st</sup> day of July, 2013, is for the purpose of recognizing the current Ohio and West Virginia designation of the Metropolitan Planning Organization (KYOVA) and the redesignation of Kentucky as a body of KYOVA; and for allocation of shared work element reimbursements among the States of West Virginia, Kentucky and Ohio associated with the annual united Planning Work Program (UPWP).

## WITNESSETH

WHEREAS, the states of West Virginia and Ohio continue to recognize the previous designation of KYOVA to serve as the MPO for the Huntington Urbanized Area (UZA) for Cabell County, West Virginia; Wayne County, West Virginia; and Lawrence County, Ohio; and

WHEREAS, the State of Kentucky formally requested and received redesignation for KYOVA to serve as the MPO for the Huntington UZA for Boyd County, Kentucky and Greenup County, Kentucky; and

WHEREAS, the United States Bureau of the Census on March 27, 2012 defined Huntington, WV-KY-OH Urbanized Area with a population of 202,637 and

WHEREAS, the United States Secretary of Transportation, on July 18, 2012, designated Huntington, WV-KY-OH as a new Transportation Management Area; and

WHEREAS, KYOVA Interstate Planning Commission is the designated Metropolitan Planning Organization since 1968 for the Huntington, WV-KY-OH urbanized area; and

WHEREAS, KYOVA Interstate Planning Commission approved the federally prescribed Transportation Management Area Boundaries defined by the United States Bureau of Census and the United States Secretary of Transportation as its official planning boundaries for Huntington, WV-KY-OH Urbanized Area on December 12, 2012;

WHEREAS, KYOVA, an interstate planning commission formed under Chapter 8, Article 4C, Section 1, Official Code of West Virginia, 1931, as amended, now operated under revised Chapter 8, Article 26, Sections 1 through 5; Section 713.30 through 713.34, Ohio Revised Code and Chapter 65, Kentucky Revised Statutes is authorized and willing to represent the counties and cities in continuing the transportation planning process; and

WHEREAS, in addition to By-Laws, an existing "Prospectus" will remain in effect, in accordance with Federal transportation planning guidelines, which will articulate the objectives, functions, organization and operation of KYOVA; and

WHEREAS, KYOVA, acting as an agent of the parties participating in the Interstate Commission, may receive financial assistance from the United States of America, from the States of Kentucky, Ohio and West Virginia, from its constituent counties and local governments, and from private sources, and may enter into contracts for such assistance; and

WHEREAS, KYOVA shall serve as the MPO for the area encompassing portions of: Cabell County, West Virginia; Wayne County, West Virginia; Boyd County, Kentucky; Greenup County, Kentucky; and Lawrence County, Ohio; and shall coordinate activities with adjoining metropolitan planning organizations and other relevant state, metropolitan, county and non-metropolitan planning agencies; and

WHEREAS, an annual UPWP and Budget will be prepared by KYOVA, and expenses in developing certain items in conjunction with completion of the UPWP that can best be performed without regard for political boundaries, shall be charged to each of the States of Kentucky, West Virginia, and Ohio based on an urbanized population percentage from the most recent U.S. Census Bureau data (2010); and

WHEREAS, nothing in this Memorandum of Understanding is intended to contravene and does not supersede any existing legal authority or planning functions of the participating states, counties, cities, towns or villages with respect to powers and functions provided through enabling legislation and/or executive powers,

NOW, THEREFORE, the signatories hereto do hereby agree that:

1. This Memorandum of Understanding hereby establishes the current Ohio and West Virginia designation of the Metropolitan Planning Organization (KYOVA) and the redesignation of Kentucky as a body of KYOVA.
2. The cost associated with elements of the work program and operations that are of regional significance be charged on a percentage basis (\*) effective 7/1/2014 as follows:

Kentucky	31%
West Virginia	50%
Ohio	19%

\*May be limited to funds available to each state.

\* Percentages to be used for FY-2014 are reflected in attached letter which was submitted to WV on 4/22/2013.

\*The 2010 Census identified the Huntington Urbanized Area (UZA) as a Transportation Management Area (TMA) with a total population of 202,637. The population breakdown by state is:

Kentucky – 56,594  
 West Virginia – 112, 268  
 Ohio – 33,775

\*As outlined in the Memorandum of Understanding between RIC MPO and KYOVA MPO, for air quality, familiarity, planning history and many other reasons, the planning area for RIC and KYOVA in West Virginia will remain as previously designated by the State of West Virginia, to the county boundaries. Therefore, the total TMA population (202,637) less the portion of Putnam County within the TMA area (22,547) was used in the population percentage calculation per State.

3. Any additional planning funds from Kentucky, West Virginia or Ohio that are not used for funding shared work elements of the UPWP can be used to fund state-specific planning activities.
4. West Virginia shall be recognized as the lead state in the operation of KYOVA MPO.
5. This Memorandum of Understanding will take effect on the date hereof and will continue in effect until amended.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding as of the first date above written.

KYOVA INTERSTATE PLANNING COMMISSION

BY: [Signature]  
Title: CHAIRMAN

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

BY: [Signature]  
TITLE: Secretary

OHIO DEPARTMENT OF TRANSPORTATION

BY: [Signature]  
TITLE: \_\_\_\_\_

COMMONWEALTH OF KENTUCKY  
TRANSPORTATION CABINET

[Signature]  
SECRETARY OF TRANSPORTATION  
DATE: 8/29/13

APPROVED AS TO FORM & LEGALITY  
TRANSPORTATION CABINET

[Signature]  
OFFICE OF LEGAL SERVICES  
DATE: 8/27/13

APPROVED AS TO FORM THIS  
23 DAY OF July 20 13

[Signature]  
ATTORNEY LEGAL DIVISION  
WEST VIRGINIA DIVISION  
OF HIGHWAYS

**MEMORANDUM OF UNDERSTANDING**  
**FOR THE PLANNING, COORDINATION, AND FUNDING PROCEDURES AMONG KYOVA**  
**INTERSTATE PLANNING COMMISSION; WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**  
**(WVDOT)/WEST VIRGINIA DIVISION OF HIGHWAYS (WVDOH); KENTUCKY TRANSPORTATION**  
**CABINET (KYTC); OHIO DEPARTMENT OF TRANSPORTATION (ODOT); WEST VIRGINIA**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION (WVDEP); KENTUCKY DEPARTMENT FOR**  
**ENVIRONMENTAL PROTECTION (KYDEP)/KENTUCKY DIVISION FOR AIR QUALITY (KYDAQ);**  
**OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA); REGIONAL INTERGOVERNMENTAL**  
**COUNCIL (RIC); TRI-STATE TRANSIT AUTHORITY (TTA); CITY OF ASHLAND/ASHLAND BUS**  
**SYSTEM (ABS); AND LAWRENCE COUNTY PORT AUTHORITY (LCPA)**  
**IN CONSULTATION WITH**  
**FHWA OFFICES OF WEST VIRGINIA, KENTUCKY, AND OHIO; FTA REGIONS III, IV, AND V;**  
**EPA REGIONS III, IV, AND V FOR THE HUNTINGTON, WV-KY-OH TRANSPORTATION**  
**MANAGEMENT AREA (TMA)**

This Memorandum of Understanding (MOU) is a three state, multi-agency agreement addressing the interagency coordination affecting the transportation planning process for the Huntington, WV-KY-OH Transportation Management Area (TMA) between the following parties (hereinafter referred to as the AGENCIES), pursuant to 23 USC 134, 49 USC 5303, and 40 CFR 93. The parties to this MOU agree to cooperatively participate in the metropolitan transportation planning and air quality transportation conformity processes for the *Huntington, WV-KY-OH* Urbanized Area. The parties further agree that the KYOVA Policy Committee, serving as the designated MPO for the *Huntington, WV-KY-OH* Urbanized Area, will direct the metropolitan transportation planning and transportation air quality conformity processes and will facilitate the federal, state, and local agencies' active participation in the processes. KYOVA's metropolitan transportation planning program will result in the development and approval of three principal products: 1) a quadrennially updated 20-year Multimodal Transportation Plan with a US DOT conformity determination; 2) a biennially updated four-year Transportation Improvement Program with a US DOT conformity determination; and 3) an annually updated Unified Planning Work Program (UPWP) and budget.

Recognizing the geographic and organization complexities of this three-state urbanized area, as documented below, this MOU confirms the parties' participation within the Huntington, WV-KY-OH Urbanized Area planning process and serves as an umbrella agreement recognizing a series of supplementary agreements between KYOVA and the respective state and regional agencies recording their individual planning process coordination procedures.

On July 18, 2012 the Huntington, WV-KY-OH Urbanized Area was designated as a Transportation Management Area (TMA). KYOVA is one of two MPOs that share joint planning responsibilities for the TMA, which includes the West Virginia counties of Cabell and Wayne, Kentucky counties of Boyd and Greenup, and the urbanized area of Lawrence County, Ohio. The other MPO, the Regional Intergovernmental Council (RIC), is responsible for the transportation planning activities

for the West Virginia counties of Kanawha and Putnam Counties, of which only a portion of Putnam County falls within the TMA boundary. Furthermore, KYOVA is served by three separate DOTs (West Virginia, Kentucky, and Ohio), three state air quality agencies (WVDEP, KYDEP/KYDAQ and OEPA), three Federal Highway Administration Division Offices (West Virginia, Kentucky, and Ohio), three regions of the Federal Transit Agency (Region III, IV and V), three regions of the Environmental Protection Agency (Regions III, IV, and V), and three local transit agencies (Tri-State Transit Authority, City of Ashland (Ashland Bus System), and the Lawrence County Port Authority operating as Lawrence County Transit (LCT)).

KYOVA's first TMA Certification occurred in the Spring of 2016. At that time, it was recommended for the agency to complete agreement(s) as required by 23 CFR 450.314. Therefore, this Umbrella Agreement documents the understandings between all AGENCIES and outlines how each will coordinate to the best of their ability, use their own agreements within their state for planning purposes, and provide for a dispute resolution process.

A list of the state and regional agencies coordinating with the agreement(s) is as follows (a listing of each agreement/MOU as it relates to AGENCIES will be provided later in this MOU):

- West Virginia Department of Transportation (WVDOT)/West Virginia Division of Highways (WVDOH)
- Kentucky Transportation Cabinet (KYTC)
- Ohio Department of Transportation (ODOT)
- West Virginia Department of Environmental Protection (WVDEP)
- Kentucky Department for Environmental Protection (KYDEP)/Kentucky Division for Air Quality (KYDAQ)
- Ohio Environmental Protection Agency (OEPA)
- KYOVA Interstate Planning Commission (KYOVA)
- Regional Intergovernmental Council (RIC)
- Tri-State Transit Authority (TTA)
- City of Ashland/Ashland Bus System (ABS)
- Lawrence County Port Authority (LCPA)

These agreements are not in place of, or in conflict with, any existing MOUs, agreements, or laws of the United States, and are to provide the basis for coordinated efforts to cooperatively determine each party's mutual responsibilities in carrying out the metropolitan transportation planning process within the Huntington, WV-KY-OH Transportation Management Area (TMA) Urbanized Area as designated on July 18, 2012.



**DISPUTES**

KYOVA hereby agrees to adhere to the *Dispute Policies* as outlined in the annual and/or biennial agreements with WVDOH/WVDOT, KYTC, and ODOT. AGENCY(IES) that do not fall under the contracted activities with WVDOH/WVDOT, KYTC, or ODOT hereby agrees to, attempt in good faith to, resolve any dispute or claim arising out of or in relation to the Agreement through informal negotiations between authorized AGENCY representatives from each of the AGENCIES involved. AGENCIES shall notify KYOVA of the dispute in writing and request a review, within sixty (60) days after the dispute occurred. In such, the AGENCY(IES) notification shall present evidentiary matters to support the AGENCY(IES) position. Within thirty (30) days, KYOVA will respond to AGENCY(IES) dispute and attempt resolution through informal negotiations between the disputed AGENCIES. If the dispute cannot be settled amicably within sixty (60) days from the first date on which the KYOVA has contacted each AGENCY within the dispute, then a mediation will occur by a mutual third-party mediator before resorting to termination or the Agreement or further dispute resolution.

**TERMINATION AND MODIFICATION**

This MOU may be reviewed every four (4) years, or as needed as rules, regulations, laws, or designations change. It may be amended, whenever deemed appropriate, by written agreement of all AGENCIES. However, it is the intent of the AGENCIES to carry out the metropolitan planning process on a continuous, cooperative, and comprehensive basis with minimal modifications or terminations. Therefore, this MOU will remain in effect until terminated or replaced by a new MOU. Any AGENCY subject to this MOU may withdraw from the MOU by giving sixty (60) days written notice to KYOVA, at which time KYOVA will notify all other agencies subject to the MOU. If this occurs, the AGENCIES agree to consult further to determine whether the issue(s) can be resolved and the MOU re-implemented in an amended form. In the event that an AGENCY withdraws from this MOU, the rights and responsibilities of the remaining AGENCIES will remain unchanged with respect to each other until this MOU is amended or replaced.

In the event that this MOU requires modification, addition of new MOUs, or for any other reason, the required modifications may be accomplished through the execution of a letter modification or supplemental agreement addressed to KYOVA who will distribute to all AGENCIES subject to this MOU. This MOU may be replaced with a new MOU at any time upon the written consent of all remaining signatory agencies. Once this MOU is replaced, it will become null and void.

All participating AGENCIES agree to the following clause edits:

1. Perform the roles and responsibilities outlined in their agreement(s), contract(s), or understanding(s) located in the attachment;
2. Conduct necessary updates, or revisions to their agreement(s), contract(s), or understanding(s) located in the attachment as needed that will not affect the terms of this agreement; and
3. Comply with the terms of this MOU.

Therefore, this cooperative MOU is entered among the AGENCIES listed above and any subsequent amended parties.

**In witness thereof**, the undersigned executive staff members of KYOVA Interstate Planning Commission; West Virginia Department of Transportation (WVDOT)/West Virginia Division of Highways (WVDOH); Kentucky Transportation Cabinet (KYTC); Ohio Department of Transportation (ODOT); Ohio Environmental Protection Agency (OEPA); Kentucky Department for Environmental Protection (KYDEP)/Kentucky Division for Air Quality (KYDAQ); West Virginia Department of Environmental Protection (WVDEP); Regional Intergovernmental Council (RIC); Tri-State Transit Authority (TTA); City of Ashland/Ashland Bus System (ABS); and Lawrence County Port Authority (LCPA) have executed this MOU on the dates indicated below. The effective date of this MOU will be the date of the final signature.

**MEMORANDUM OF UNDERSTANDING**  
**FOR THE PLANNING, COORDINATION, AND FUNDING PROCEDURES AMONG KYOVA**  
**INTERSTATE PLANNING COMMISSION; WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**  
**(WVDOT)/WEST VIRGINIA DIVISION OF HIGHWAYS (WVDOH); KENTUCKY TRANSPORTATION**  
**CABINET (KYTC); OHIO DEPARTMENT OF TRANSPORTATION (ODOT); WEST VIRGINIA**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION (WVDEP); KENTUCKY DEPARTMENT FOR**  
**ENVIRONMENTAL PROTECTION (KYDEP)/KENTUCKY DIVISION FOR AIR QUALITY (KYDAQ);**  
**OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA); REGIONAL INTERGOVERNMENTAL**  
**COUNCIL (RIC); TRI-STATE TRANSIT AUTHORITY (TTA); CITY OF ASHLAND/ASHLAND BUS**  
**SYSTEM (ABS); AND LAWRENCE COUNTY PORT AUTHORITY (LCPA)**  
**IN CONSULTATION WITH**  
**FHWA OFFICES OF WEST VIRGINIA, KENTUCKY, AND OHIO; FTA REGIONS III, IV, AND V;**  
**EPA REGIONS III, IV, AND V FOR THE HUNTINGTON, WV-KY-OH TRANSPORTATION**  
**MANAGEMENT AREA (TMA)**

The list below specifies each of the agreement(s) between each agency(ies). Each agreement(s) will be included in this document within the ATTACHMENTS Section.

## ATTACHMENTS

### I. METROPOLITAN PLANNING AGREEMENTS AND UNDERSTANDINGS

ATTACHMENT #	STATE	TITLE	AGENCY(IES)	AGREEMENT DATE AND/OR #
1	WV/KY/ OH	KYOVA TRI-STATE MOU – FUNDING & COORDINATION	KYOVA/ODOT/KYTC/ WVDOH-WVDOT	JULY 1, 2013
2	WV	MOU FOR THE METROPOLITAN PLANNING PROCESS	WVDOH/KYOVA/TTA	APRIL 27, 2018
3	WV	MOU KYOVA/RIC/WVDOT FOR COORDINATION OF THE TRANSPORTATION PLANNING PROCESS	KYOVA/RIC/WVDOT	MARCH 10, 2015
4	WV	MOU RIC/WVDEP/WVDOT	WVDEP/RIC/WVDOT	APRIL 2007
5	WV	MOU FOR THE METROPOLITAN PLANNING PROCESS	WVDOH/RIC/KVRTA	PENDING
6	OH	SFY 2018/2019 AGREEMENT FOR URBAN TRANSPORTATION PLANNING AND TRANSPORTATION PROGRAMS (BI-ENNIAL AGREEMENT)	KYOVA/ODOT	AGREEMENT # 30094
7	OH	MOU – TRANSPORTATION CONFORMITY CONSULTATION PROCEDURES	KYOVA/OH EPA/ ODOT/WVDEP/FHWA/FTA/ USEPA	OCTOBER 2013
8	OH	MOU – TRANSPORTATION CONFORMITY CONSULTATION PROCEDURES – UPDATE	KYOVA/OH EPA/ ODOT/WVDEP/KYTC/FHWA /FTA/USEPA	PENDING
9	OH	MOU FOR TRANSPORTATION PLANNING PROCESS	ODOT/KYOVA/LCT	MAY 3, 2018
10	KY	MOA FOR TRANSPORTATION PLANNING PROCESS	KYTC/KYOVA/ABS-TRANSIT	APRIL 27, 2018

**MEMORANDUM OF UNDERSTANDING**  
**FOR THE PLANNING, COORDINATION, AND FUNDING PROCEDURES AMONG KYOVA**  
**INTERSTATE PLANNING COMMISSION; WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**  
**(WVDOT)/WEST VIRGINIA DIVISION OF HIGHWAYS (WVDOH); KENTUCKY TRANSPORTATION**  
**CABINET (KYTC); OHIO DEPARTMENT OF TRANSPORTATION (ODOT); WEST VIRGINIA**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION (WVDEP); KENTUCKY DEPARTMENT FOR**  
**ENVIRONMENTAL PROTECTION (KYDEP)/KENTUCKY DIVISION FOR AIR QUALITY (KYDAQ);**  
**OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA); REGIONAL INTERGOVERNMENTAL**  
**COUNCIL (RIC); TRI-STATE TRANSIT AUTHORITY (TTA); CITY OF ASHLAND/ASHLAND BUS**  
**SYSTEM (ABS); AND LAWRENCE COUNTY PORT AUTHORITY (LCPA)**  
**IN CONSULTATION WITH**  
**FHWA OFFICES OF WEST VIRGINIA, KENTUCKY, AND OHIO; FTA REGIONS III, IV, AND V;**  
**EPA REGIONS III, IV, AND V FOR THE HUNTINGTON, WV-KY-OH TRANSPORTATION**  
**MANAGEMENT AREA (TMA)**

**II. TRANSIT AGREEMENTS AND UNDERSTANDINGS**

<b>ATTACHMENT #</b>	<b>STATE</b>	<b>TITLE</b>	<b>AGENCY(IES)</b>	<b>AGREEMENT DATE AND/OR #</b>
11	WV	MOU BETWEEN TTA/KYOVA	TTA/KYOVA	MARCH 2, 2015
12	KY	MOU BETWEEN ABS/KYOVA	ABS/KYOVA	MARCH 23, 2015
13	OH	MOU BETWEEN LCT/KYOVA	LCT/KYOVA	MARCH 18, 2015
14	OH	MOU BETWEEN LCPA/KYOVA/LCCA – CMAQ (DEVIATED FIXED ROUTE)	LCPA/KYOVA/LCCA	JULY 1, 2018
15	WV	MOU BETWEEN TTA/KYOVA – SECTION 5310 PROGRAM ADMINISTRATION	TTA/KYOVA	APRIL 23, 2014

**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

*Note: Signatures appear on separate, multiple pages.*

**KYOVA INTERSTATE PLANNING COMMISSION**

*Robert Pasley*

Robert Pasley, Policy Committee Chairman

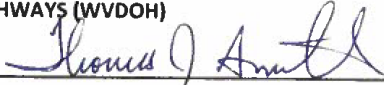
*4-27-18*

Date



**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

*Note: Signatures appear on separate, multiple pages.*

**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION (WVDOT)/WEST VIRGINIA DIVISION OF  
HIGHWAYS (WVDOH)**

  
\_\_\_\_\_  
Thomas J. Smith, P.E., Cabinet Secretary


5-25-18  
Date


APPROVED AS TO FORM THIS  
 DAY May 20 18  
ATTORNEY LEGAL DIVISION  
WEST VIRGINIA DEPARTMENT  
OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
  
\_\_\_\_\_  
1805019

**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

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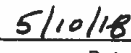
**COMMONWEALTH OF KENTUCKY  
TRANSPORTATION CABINET**

  
\_\_\_\_\_  
Secretary, Transportation Cabinet

  
\_\_\_\_\_  
Date

**APPROVED AS TO FORM AND LEGALITY**

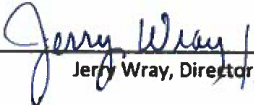
  
\_\_\_\_\_  
Office of Legal Services, Transportation Cabinet


  
\_\_\_\_\_  
Date

**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

*Note: Signatures appear on separate, multiple pages.*

**OHIO DEPARTMENT OF TRANSPORTATION (ODOT)**

  
\_\_\_\_\_  
Jerry Wray, Director

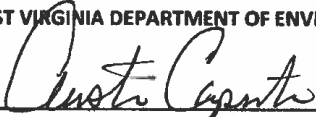
  
\_\_\_\_\_  
Date



**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

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**WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION (WVDEP)**

  
\_\_\_\_\_  
Austin Caperton, Cabinet Secretary

5-2-18  
Date



MATTHEW G. BEVIN  
GOVERNOR

**ENERGY AND ENVIRONMENT CABINET  
DEPARTMENT FOR ENVIRONMENTAL PROTECTION**

CHARLES G. SNAVELY  
SECRETARY

ANTHONY R. HATTON  
COMMISSIONER

300 SOWER BOULEVARD  
FRANKFORT, KENTUCKY 40601

July 2, 2018

Ms. Terri B. Sicking  
Senior Transportation Planner  
KYOVA Interstate Planning Commission  
400 Third Avenue  
Huntington, WV 256701

Dear Ms. Sicking,

The purpose of this letter is to formally respond to your requests for the Kentucky Department of Environmental Protection (Department) and Kentucky Division for Air Quality (Division) to sign the Memorandum of Understanding for the planning, coordination, and funding procedures among KYOVA Interstate Planning Commission. At this time, the Department and Division respectfully decline signing the MOU. However, the Division is committed to working with the transportation planning agencies to meet the Clean Air Act obligations related to transportation conformity.

Currently, the Department and Division are not parties to the agreements or MOUs listed in the "Umbrella Agreement" that you requested the Department and Division to sign. Therefore, the Department and Division find signing the "Umbrella Agreement" unnecessary. If you have questions regarding this letter, please contact me at your convenience at (502)782-6541.

Sincerely,

Sean Alteri  
Director



**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

*Note: Signatures appear on separate, multiple pages.*

**OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA)**

  
\_\_\_\_\_

Craig W. Butler, Director

5/31/18

\_\_\_\_\_

Date

**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

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**REGIONAL INTERGOVERNMENTAL COUNCIL (RIC)**

  
\_\_\_\_\_  
Glen Chestnut, Chairman

4/14/2018  
\_\_\_\_\_  
Date

**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

*Note: Signatures appear on separate, multiple pages.*

**TRI-STATE TRANSIT AUTHORITY (TTA)**


  
\_\_\_\_\_  
Paul Davis, General Manager/CEO

*4-27-18*  
\_\_\_\_\_  
Date

**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

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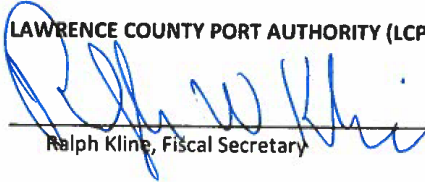
**CITY OF ASHLAND (ASHLAND BUS SYSTEM)**

  
\_\_\_\_\_  
Stephen E. Gilmore, Mayor

  
\_\_\_\_\_  
Date

**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

*Note: Signatures appear on separate, multiple pages.*

**LAWRENCE COUNTY PORT AUTHORITY (LCPA)**  
  
\_\_\_\_\_  
Ralph Kline, Fiscal Secretary

3/3/16  
\_\_\_\_\_  
Date

**MEMORANDUM OF UNDERSTANDING  
PLANNING, COORDINATION, AND FUNDING PROCEDURES WITH  
KYOVA INTERSTATE PLANNING COMMISSION FOR THE HUNTINGTON, WV-KY-OH  
TRANSPORTATION MANAGEMENT AREA (TMA) URBANIZED AREA**

*Note: Signatures appear on separate, multiple pages.*

**ENVIRONMENTAL PROTECTION AGENCY MULTIPARTY AGREEMENT – REGION V**

**EPA REGION V**

  
\_\_\_\_\_  
Cathy Scepp, Regional Administrator

5-21-18  
Date



# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2022**

**Unified Planning Work Program**

**APPENDIX E**

**FY 2022 Cost Allocation Plan (CAP)**

**Approval Letter**

**(Kentucky Specific)**

**INSERT KY CAP LETTER**

**NO OTHER STATES HERE**





# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2022**

**Unified Planning Work Program**

**APPENDIX F**

**KYOVA FY 2022 UPWP**

**Checklist**



## Unified Planning Work Program Checklist

Item	Page #	Comment	Regulation or Law Cited
<b>1 FORMAT GUIDELINES</b>			
Bound document		Yes	
Dated (left hand corner)		Yes	
Page numbers		Yes	
<b>2 COVER/TITLE PAGE</b>			
Name of MPO agency and area represented	Title Page/1	Information on Title Page, Page 1	
FY of UPWP, contact information, web site	Title Page	Information on Title Page	
Agencies providing funds or support	Title Page	Information on Title Page	
<b>3 INTRODUCTION/PREFACE</b>			
Table of Contents	X	Included at beginning of document	
MPO Approval Resolution (signed)	i		
Committee Members & Responsibilities	10,11		[See 23 CFR 450.310 (d)]
Staff Members, Positions & Responsibilities	12		
Maps - MPO Planning, Urbanized & A.Q. Areas	4, 6		[See 23 CFR 450.312]
Planning Factors	15		[See 23 CFR 450.306 (a)(1-8)]
UPWP - Definition of UPWP and purpose	1-2		[See 23 CFR 420.111]
<b>4 WORK ELEMENTS* - Each Work Item should include the following:</b>			
Work Element Number & Title		Included	
Description, including Goals, Objectives and Products		Included	23 CFR 420.111(b)(1) & 450.308(c)
Schedule for Completion		Included	23 CFR 450.308(c)
Agency Responsible		Included	23 CFR 450.308(c)
Estimated Cost		Included	23 CFR 420.111(e)
Funding Sources		Included	23 CFR 450.308(c)
<b>ISSUES TO ADDRESS (May be addressed under various work elements listed below or as standalone work elements)</b>			
Safety/Security		21,24-27	
Resilience/Reliability (Consider KYTC evaluations of damage-prone areas)		13,21,38	23 CFR 667
<b>Multimodal Planning</b>			
-Freight		21-26,28,38	23 U.S.C. 134(h), (i)(6)
-Transit		19,21-27,33,34-37,39,41-44,47-48,49-51	23 U.S.C. 134(c)(2), (i)(2)(H)
-Bike/Pedestrian		21,22-26,32,34,35,39,45,47,49,50,	23 U.S.C. 134(i)(6)(A), 135(f)(3)(A)
Travel Demand Modeling: MTP update, project analysis, report of housing and employment changes and employment-based traffic patterns to KYTC. If not a standalone work element, include summary of modeling-related tasks.		25-27,39,40,45-48	[See 23 CFR 450.104, Regionally significant project]
Conformity Analysis		26,27,28,29,D-4	
ITS Architecture		21,26,27	23 CFR 940
Congestion Management Process (TMAs only)		25,38,49	23 CFR 450.322
ADA Transition Plans		21,36	FHWA Civil Rights Guidance: <a href="http://www.fhwa.dot.gov/civilrights/programs/ada_sect504qa.cfm#q12">www.fhwa.dot.gov/civilrights/programs/ada_sect504qa.cfm#q12</a>
<b>ADMINISTRATION Work Element</b>			
Major Purchases/Training/Audits		Included in individual work elements	
General Committee Meetings	8,9		
Planning Agreement:Update as needed		Appendix D	23 CFR 450.314
<b>UNIFIED PLANNING WORK PROGRAM Work Element</b>			
UPWP Development & Maintenance	19,20		23 CFR 420.111 & 450.308
Annual Performance & Expenditure Report	19,20		23 CFR 420.117(b)
<b>PUBLIC INVOLVEMENT &amp; REPORTING Work Element</b>			
Participation Plan Development & Maintenance	30,31		23 CFR 450.316
Annual Listing of Obligated Projects	49,50		23 CFR 450.334
<b>DATA COLLECTION &amp; ANALYSIS Work Element</b>			
Census/Socioeconomic Data	26,27		
Transportation Systems/Urban Boundaries	27		
Performance Measures & Targets		Included in individual work elements	23 CFR 450.306(d)
<b>PROJECT IDENTIFICATION &amp; PRIORITIZATION Work Element</b>			
Identify and Update Projects in CHAF	24,25,26		
Assist with SHIFT Project Prioritization Activities	24,25,26		
Assist with CMAQ Prioritization (CMAQ-eligible areas only)	28		
Dedicated-STP & Dedicated-TAP Project Selection (TMAs only)	22,32,33		
<b>TRANSPORTATION IMPROVEMENT PROGRAM Work Element</b>			
TIP Development & Maintenance	21-23		23 CFR 450.326
<b>METROPOLITAN TRANSPORTATION PLAN Work Element</b>			
MTP Development & Maintenance	24,25	MTP update: 39-42,47,48	23 CFR 450.324
<b>TRANSIT Work Element: 380822, 381222, 381322, 385122</b>			
<b>SPECIAL STUDIES Work Element(s):</b> Corridor studies, sub-area studies, etc. (as needed)			
<b>5 UPWP SUMMARY</b>			
Funding Sources & Matching Rates		Also included in individual work elements	23 CFR 450.308(c) & 420.111(b)
Indirect Costs (if applicable)		Budget Tables - Page 62	
Estimated Effort - Person-Weeks/Hours		Also included in individual work elements	
Expenditures by Work Item & Funding Source		Also included in individual work elements	
<b>6 APPENDICES</b>			
Planning Agreement		Appendix D	
CAP Approval Letter from KYTC (if charging indirect costs)		Appendix E	

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