

# 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 2025 Unified Planning Work Program

July 1, 2024 to June 30, 2025



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## ABSTRACT

**TITLE:** KYOVA Interstate Planning Commission FY 2023 Unified Planning Work Program (UPWP) and Budget<sup>(1)</sup>

**AUTHOR:** KYOVA Interstate Planning Commission

**DATE:** April 26, 2024

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

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This document, the FY 2025 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 Fiscal Year 2025 planning beginning July 1, 2024 and concluding on June 30, 2025. 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.

Both KYOVA’s Federal and State partners identified Planning Emphasis Areas (PEAs) for the FY 2025 Unified Planning Work Program. The PEAs may include, but are not limited to: Climate Change, Equity and Justice, Complete Streets, Public Involvement, and coordination with the U.S. Department of Defense (DOD) Strategic Highway Network (STRAHNET) the Federal Land Management Agency (FLMA), implementation of Planning and Environment Linkages (PEL), and advancing transportation data. Additionally, the states within the KYOVA planning area have established PEAs which will include but not be limited to: Implementation of the Bipartisan Infrastructure Law (BIL) to include a minimum of 2.5% of PL funding to increase safe and accessible options for multiple travel modes for people of all ages and abilities and incorporate the requirements of Section 11201 of BIL in the MPO Planning Process, MPO Capital Programs Management, ODOT 2026-2029 STIP Development, Transport Ohio program implementation assistance, and Title VI and Environmental Justice.

**FY 2025 UPWP Development Schedule**

Draft: KYTC: 2/28/24; WVDOH & ODOT: 03/08/2024

Final: KYTC: 4/30/24; WVDOH & ODOT: 05/03/2024

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**KYOVA POLICY BOARD AUTHORIZING RESOLUTION**

I, Jeffrey A. Maddox, do hereby certify that I am duly qualified and acting Vice-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 1<sup>st</sup> day of March 2024 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 2025 Unified Planning Work Program (UPWP).
2. That Christopher M. Chiles, Executive Director 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 1<sup>st</sup> day of March 2024.



Jeffrey A. Maddox, Vice-chair  
March 1, 2024

**Sections 5311/5339/5310/5303/5304  
SFY 2025**

**A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE DEPARTMENT OF TRANSPORTATION, UNITED STATES OF AMERICA, FOR A GRANT UNDER THE INFRASTRUCTURE INVESTEMENT AND JOBS 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 Infrastructure Investment and Jobs 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 Infrastructure Investment and Jobs Act, that in connection with the filing of an application for assistance under the Infrastructure Investment and Jobs 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 Infrastructure Investment and Jobs 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.**

WHEREAS, Applicant is authorized by KRS 96A  
(Statutory Authority) 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 (Applicant's service  
area); and

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 (source of  
local share);
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 1st day of  
March 2024.

Approved:

<u>Christopher M. Chiles</u>	<u>Executive Director</u>
Printed Name	Title
<u></u>	
Signature	

Attest:

<u>Dannielle Slusher</u>	<u>Finance Manager</u>
Printed Name	Title
<u></u>	
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.  
2024-010, adopted by the Applicant's Governing Board, 3/1/24 (Date).

**KYOVA INTERSTATE PLANNING COMMISSION  
METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION**

WHEREAS the USDOT the Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58, a)so known as the Bipartisan Infrastructure Law [BIL]) 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 VW-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 101(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

March 1, 2024  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



<b>Application for Federal Assistance SF-424</b>		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input style="width: 100%;" type="text"/> * Other (Specify): <input style="width: 100%;" type="text"/>
* 3. Date Received: <input style="width: 100%;" type="text" value="04/19/2024"/>	4. Applicant Identifier: <input style="width: 100%;" type="text"/>	
5a. Federal Entity Identifier: <input style="width: 100%;" type="text"/>	5b. Federal Award Identifier: <input style="width: 100%;" type="text"/>	
<b>State Use Only:</b>		
6. Date Received by State: <input style="width: 100%;" type="text"/>	7. State Application Identifier: <input style="width: 100%;" type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input style="width: 100%;" type="text" value="KYOVA INTERSTATE PLANNING COMMISSION"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input style="width: 100%;" type="text" value="55-0514645"/>	* c. UEI: <input style="width: 100%;" type="text" value="E9YUQTMCT217"/>	
<b>d. Address:</b>		
* Street1: <input style="width: 100%;" type="text" value="400 THIRD AVENUE/ P.O. BOX 939"/> Street2: <input style="width: 100%;" type="text"/>		
* City: <input style="width: 100%;" type="text" value="HUNTINGTON"/> County/Parish: <input style="width: 100%;" type="text"/>		
* State: <input style="width: 100%;" type="text" value="WV: West Virginia"/> Province: <input style="width: 100%;" type="text"/>		
* Country: <input style="width: 100%;" type="text" value="USA: UNITED STATES"/> * Zip / Postal Code: <input style="width: 100%;" type="text" value="25712-0939"/>		
<b>e. Organizational Unit:</b>		
Department Name: <input style="width: 100%;" type="text"/>	Division Name: <input style="width: 100%;" type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <input style="width: 100%;" type="text"/> Middle Name: <input style="width: 100%;" type="text" value="M"/>	* First Name: <input style="width: 100%;" type="text" value="CHRISTOPHER"/>	
* Last Name: <input style="width: 100%;" type="text" value="CHILES"/> Suffix: <input style="width: 100%;" type="text"/>		
Title: <input style="width: 100%;" type="text" value="EXECUTIVE DIRECTOR"/>		
Organizational Affiliation: <input style="width: 100%;" type="text"/>		
* Telephone Number: <input style="width: 100%;" type="text" value="304-523-7434"/>	Fax Number: <input style="width: 100%;" type="text" value="304-529-7229"/>	
* Email: <input style="width: 100%;" type="text" value="CCHILES@KYOVAIPC.ORG"/>		

<b>Application for Federal Assistance SF-424</b>			
<b>* 9. Type of Applicant 1: Select Applicant Type:</b>			
<input type="text" value="N: Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)"/>			
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>			
<input type="text" value="FEDERAL HIGHWAY ADMINISTRATION"/>			
<b>11. Catalog of Federal Domestic Assistance Number:</b>			
<input type="text"/>			
CFDA Title:			
<input type="text"/>			
<b>* 12. Funding Opportunity Number:</b>			
<input style="background-color: yellow;" type="text"/>			
* Title:			
<input style="background-color: yellow;" 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>			
<input type="text" value="UNIFIED PLANNING AND WORK PROGRAM &amp; BUDGET (TRANSPORTATION PLANNING)"/>			
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"/>	

Application for Federal Assistance SF-424	
<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="07/01/2024"/>	* b. End Date: <input type="text" value="06/30/2025"/>
<b>18. Estimated Funding (\$):</b>	
* a. Federal	<input type="text" value="1,437,432.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value="110,857.00"/>
* d. Local	<input type="text" value="268,186.00"/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="1,816,475.00"/>
<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" value=""/>	
<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 18, 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@KYOVAIPC.ORG"/>	
* Signature of Authorized Representative: <input type="text" value=""/>	* Date Signed: <input type="text" value=""/>

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# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2025**

## **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 Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58, also known as the Bipartisan Infrastructure Law [BIL]) planning emphasis will be placed Climate Change, Equity and Justice, Complete Streets, Public Involvement, and coordination with the U.S. Department of Defense (DOD) Strategic Highway Network (STRAHNET) the Federal Land Management Agency (FLMA), implementation of Planning and Environment Linkages (PEL), and advancing transportation data. Additionally, the states within the KYOVA planning area have established PEAs which will include but not be limited to: Implementation of the Bipartisan Infrastructure Law (BIL) to include a minimum of 2.5% of PL funding to increase safe and accessible options for multiple travel modes for people of all ages and abilities and incorporate the requirements of Section 11201 of BIL in the MPO Planning Process, MPO Capital Programs Management, ODOT 2026-2029 STIP Development, Transport Ohio program implementation assistance, and Title VI and Environmental Justice.

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**

KYOVA Interstate Planning Commissions goals and objectives are to conduct and implement a comprehensive multi-modal transportation planning process for KYOVA's planning area that is consistent with the USDOT Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58, also known as the Bipartisan Infrastructure Law [BIL]). The planning process shall be in the interest of advancing the economic and social welfare of all individuals within the planning area by producing an equitable plan for metropolitan transportation development and transportation facilities. Planned transportation facilities and activities shall provide adequate service for local and metropolitan movements of all persons, goods, and services as reflected in forecasts for future land-use, area development and to 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. KYOVA's Metropolitan Transportation Plan (MTP) is based on existing and projected land-use, as well as transportation and economic development characteristics, in specified increments of approximately four (4) years, to meeting the needs of the area through the year 2050.

Additionally, the MTP 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**

- Develop plans and programs that are consistent with the USDOT Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58, also known as the Bipartisan Infrastructure Law [BIL]).
- Improve the quality of life for the region’s citizens by identifying ways to enhance regional transportation system.
- Assist member governments and agencies in addressing local and regional transportation concerns in a “3-C” (continuing, cooperative, and comprehensive) manner.
- Assure the equitable flow and prudent expenditures of public funds.

### **KYOVA OBJECTIVES**

- Secure and share data to evaluate and assess the service provided by the existing transportation system.
- Establish a program for continuous updating of data as conditions change to permit periodic review of the plan by reflecting consideration of alternate activities.
- Create a truly functional relationship between transportation and balanced metropolitan development.
- Evaluate 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 early, effective, continuous public involvement, and technical planning support into the decision making process to encourage proactive participation by all parties and to 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.

### **KYOVA PERFORMANCE TARGETS**

KYOVA will complete the Performance Target Reports within 180 days of the last state’s submission from our tri-state region (West Virginia, Kentucky, and Ohio) adoption of targets. A process has been developed jointly with each state DOT to report these targets and annual values as designated by FHWA and/or FTA. This process will be reviewed prior to each reporting period to evaluate and verify the reporting requirements are met.

### **PREVIOUS WORK**

The FY 2024 End of Year Performance and Expenditure Report (P&E) will provide a complete accounting and narrative of the year’s activities. During FY 2024 monthly reports and/or invoices were submitted to WVDOH/WVDOT, KYTC, and ODOT detailing 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 authority.

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 function 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 added Boyd and Greenup counties, Kentucky to 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 Regional Intergovernmental Council (RIC) located in Charleston, West Virginia continue oversight for the transportation planning activities for Putnam County.

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. 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. The designation continued with the 2020 Census to include the seven (7) counties from a three-state region with an estimated population of 356,581 as of July 1, 2021<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

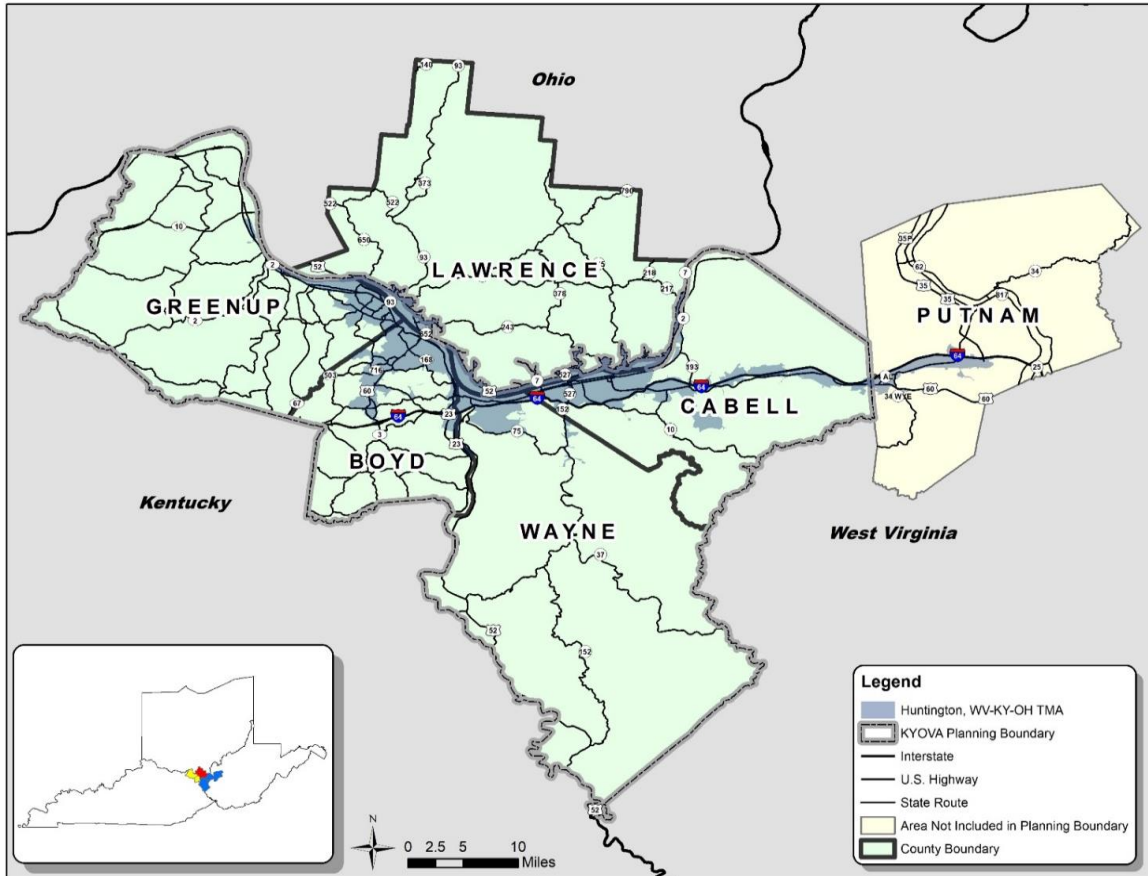
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<sup>1</sup> Source: U. S. Census Bureau, Population Division / Annual Estimates of the Resident Population for Metropolitan Statistical Areas in the United States and Puerto Rico: April 1, 2020 to July 1, 2021 (CBSA-MET-EST2021-POP). Release Date: March 2022. Link: *Metropolitan and Micropolitan Statistical Areas Totals: 2020-2021* ([census.gov](https://www.census.gov)).



the urbanized portion of Lawrence County, Ohio. This area encompasses the urban area for the present design year to 2050. As mentioned previously, 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.

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



Below, **Table 1** presents a snapshot of the region’s land area, population, and housing units.

**Table 1: KYOVA Demographic Summary**

County/State	Land Area** (square miles, 2020)	Population (2010)*	Population - Estimates (July 1, 2022)**	Total Housing Units**
Cabell, West Virginia	281.02	96,319	92,730	46,040
Wayne, West Virginia	506.01	42,481	37,998	18,283
Putnam, West Virginia	345.68	55,486	57,015	24,991
Boyd, Kentucky	159.86	49,542	35,403	21,755
Greenup, Kentucky	344.40	36,910	35,649	16,256
Lawrence, Ohio	453.39	62,450	56,653	26,533
Total	2,090.43	343,188	315,448	153,858

Sources: \*American Fact Finder 2010 Census – Community Facts / \*\*U.S. Census Bureau Quick Facts – July 1, 2022

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 146,553 persons for the period ending November 2023, which was the most recent at the time of this report. The unemployment rate in November 2023 was 3.8 percent. **Figure 2** illustrates the Labor Force History from January 2010 to January 2021.

**Figure 2: Civilian Labor Force Huntington-Ashland, WV-KY-OH (MSA) – January 2010 to November 2023**



**Air Quality**

The KYOVA MPO is situated in the Huntington-Ashland airshed for the 8-hour Ozone, which includes Cabell and Wayne counties in West Virginia and Boyd County in Kentucky. In February 2018, a court ruling (South Coast II) struck down portions of the EPA's implementation rule for transition from the 1997 ozone standards to the more stringent 2008 standards. The court ruled that those areas that were non-attainment or maintenance areas for the 1997 standard were required to continue to demonstrate conformity for the 1997 standard even though the area may be in attainment for the 2008 standards. Due to KYOVA being a maintenance area for 1997 8-hour ozone standards, a conformity analysis determination is required.

As a result of the February 2018 South Coast II court ruling, in November 2018, EPA issued Transportation Conformity Guidance (EPA-420-B-18-050) that addresses how transportation conformity determinations can be made in areas affected by the court decision. The guidance states that in these areas, transportation conformity for MTPs and TIPs can be demonstrated without a regional emissions analysis. Conformity can be demonstrated by showing that the other requirements in EPA's conformity regulation for using the latest planning assumptions, consultation, timely implementation of applicable Transportation Control Measures, and fiscal constraint have been met.

40 CFR 93.109(f) applies to the Huntington TMA Area for the 2006 24-hour PM2.5 standard which stipulates—areas designated as attainment with SIP insignificant motor vehicle emissions findings are not required to satisfy a regional emissions analysis for §93.118 and/or §93.119 for a given pollutant/precursor and National Ambient Air Quality Standards (NAAQS). On Feb 7, 2024 U.S. EPA announced a final rule to tighten the annual primary (health-based) (NAAQS) for fine particle matter (PM2.5) from 12.0 to 9.0 micrograms per cubic meter (µg/m3) on an annual arithmetic mean, averaged over three years. All Counties in KYOVA region meet the annual (PM2.5) and standards of 9 (µg/m3).

### **Local Participation and Boundaries**

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.

KYOVA continues to examine and act upon 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. 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.

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 Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) – the current transportation bill signed into law on November 15, 2021.

The predecessors to the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL), 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. The IIJA/BIL, 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 2025 Unified Planning Work Program and activities are identified on page 15.

KYOVA's FY 2025 Unified Planning Work Program (UPWP) also recognizes the six (6) 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. These Livability Principles are:

- 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:

- Memorandum of Understandings (MOUs);
- 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-OH-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. Furthermore, Section 23 CFR 450.310 (d) states that each metropolitan planning organization that serves as a designated Transportation Management Area (TMA) shall consist of local elected officials; officials, of public agencies that administer or operation major modes of transportation in the metropolitan area, including representation by providers of public transportation; and appropriate state officials.

To fulfill the federal requirement, identified individuals serve on the KYOVA transportation committees where they provide technical advice and public support in order for the region to realize its full potential. Proper technical staffing is also essential to attain KYOVA's objectives. A description of KYOVA's committee structure, based on KYOVA Bylaws and 23 CFR 301 (d), 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 oversee the routine work. Staff 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 (As of 3/1/2024)

### KYOVA Policy Committee (PC) Officers

Name	Agency	Title	Elected/ Appointed
Ms. DeAnna Holliday, Chair	Lawrence County, OH	Commissioner	E
Vacant, Vice-Chair			E
Mr. Paul Davis, Secretary	Tri-State Transit Authority	President	A

### KYOVA Policy Committee (PC)

Agency/Organization	Name	Title	Elected/ Appointed*
Cabell County, WV			E
	Mr. Jim Morgan	Commissioner	E
	Ms. Kelli Sobonya	Commissioner	E
	Vacant		E
	Mr. Chad Nelson	Citizen Member	A
City of Huntington, WV	Mr. Steve Williams	Mayor, City of Huntington	E
		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. Gary Blanton	Assistant Road Foreman	A
	Mr. Randy Stapleton	County Commissioner	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. Bobby Hall	County Judge Executive	E
	Mr. John Callihan	Citizen Member	A
	Mr. Don Fraley	Citizen Member	A
	Mr. Eric Patton	Grant Writer, Greenup County Fiscal Court	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
	Dr. Bill Dingus	Director, Lawrence County, OH Chamber of Commerce	A
	Mr. Ralph Kline	Assistant Director, ILCAO	A
City of Ironton, OH	Mr. Samuel Cramblit	Mayor	E
	Mr. Mark Dickess	City of Ironton, Benefits Manager	A
Transportation Providers	Mr. Paul Davis	General Manager, Tri-State Transit Authority, WV	A
	Mr. Brent Brown	Director, Huntington Tri-State Airport	A



**KYOVA Staff and contact Information** (As of March 1, 2024)

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		Phone: 304-523-7434 Fax: 304-529-7229
Social Media	Webpage	www.kyovaipc.org
	Facebook	Keyword: KYOVA Interstate Planning Commission
	Twitter	Keyword: @kyovaipc

**FY 2025 UPWP PLANNING TASKS SUMMARY**

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 a summary of KYOVA’s FY 2025 UPWP Planning (PL) funded work elements. Detailed activities are included in the individual work elements found in Section II of this document.

**380125 – Management and Administration** activities are directed toward administering the day-to-day administrative, contract management, Unified Planning Work Program (UPWP), Title VI and Americans Disability Act (ADA) oversight/complaint activities, Disadvantaged Business Enterprise (DBE), and financial planning activities that ensure that the MPO conform to internal policy, as well as the policies and legal requirements set forth by WVDOH, KYTC, ODOT, and federal agencies and obligations stated in the USDOT legislation set forth in the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL).

**380225 – Short-Range Planning and Transportation Improvement Program (TIP)** consists of short-range planning activities which supports the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) legislation for the near-term transportation needs within the KYOVA planning area. The short-range program is designed to identify deficient areas, provide a solution to the deficiency, and initiate strategies to eliminate such challenges. Additionally, Transportation Improvement Program (TIP) maintenance, which provides a four-year biennially updated listing of transportation projects by funding category and construction phase; establish and monitor performance measures, safety and security planning, transportation resilience/reliability planning and studies, freight planning, pedestrian/bicycle planning, administration of the Surface Transportation Block Group (STBG) Program dedicated funds, ODOT’s 2026-2029 STIP development and implementation assistance in ODOT’s Transport Ohio program initiative. KYOVA will produce a comprehensive Regional Freight Plan for the Huntington, WV-KY-OH Urbanized Area that will serve as a stand-alone document to include recommendations suitable for inclusion into the Metropolitan Transportation Plan (MTP). This project will span 3 years.



**380325 – Metropolitan Transportation Planning** guides the long-term development of transportation improvements for a period of approximately twenty (20) years. KYOVA’s Metropolitan Transportation Plan (MTP) provides the guidance for the Huntington, WV-KY-OH Urbanized Area through 2050. The goals and objectives of the MTP are based upon the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) legislation, planning regulations, changes in population, commercial activities, industrial development, and patterns of growth. The MTPs intent is to maximize the benefits of available funding provided by all government agencies for transportation improvements in the service area; provide local governments with information on future system demands with alternative solutions to meet those demands which will allow sound transportation policy decisions. KYOVA will also provide assistance to ODOT in their Access Ohio 2045 Long-Range Plan.

**380425 – Transportation Surveillance and Geographic Information System (GIS)** provides for collection and maintenance of data files and transportation modelling. Data collection and analysis in support of transportation equity, public involvement, and Planning and Environmental Linkages (PEL) studies and plans, land-use, transportation crash/fatalities/traffic accident program data files all play an important role to improve transportation decision-making services to the region. As one part of the data analysis, KYOVA utilizes a TransCAD travel demand modeling software that is continually refined to provide the most accurate traffic forecast volumes, economic data, travel time segments, etc. KYOVA will update the Congestion Management Process (CMP) for the KYOVA metropolitan planning area and the TMA boundary. KYOVA will update the Travel Demand Model (TDM) to 2050 with 2020 as the base year and interim years of 2025, 2035, and 2045. The CMP will span 3 years and the TDM will span 2 years.

**380525 – 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 Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL), the Federal Clean Air Act (as amended), US EPA Guidance, State Environmental Agencies, and local and state government clean air goals.

**380625 – Public Participation** addresses the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) regulation and focuses 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 maintenance, public outreach activities for amendments and administrative modifications/adjustments to the MTP, TIP, Human Transportation Services Coordination Plan, and Title VI/ Environmental Justice and LEP document updates.

**380725 – 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.

**380825 – Transit Planning – West Virginia & Ohio** provides coordinated transit planning activities for the West Virginia and Ohio counties within the KYOVA Planning Boundary. It also includes transit coordination with the Kentucky counties (Boyd and Greenup), also within the KYOVA Planning Area. Other activities include data collection and planning support, assistance with Section 5307, 5339, 5310 programs, and maintaining KYOVA’s Coordinated Public Transit-Human Services Transportation Plan.

**380925 – Section 5310 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.

**381025 – KYOVA/RIC Joint TMA Coordination (WV)** 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 to include Putnam County, West Virginia.

**381125 – Lawrence County, OH Transit Planning – Deviated Fixed Route** – will support and perform transit operation planning to the Lawrence County Transit (LCT). Funding to be provided by CMAQ – Ohio.

**381225 – Travel Demand Model - OH Specific** - will hire a consultant to complete update of -the KYOVA Travel Demand Model (TDM) for the base year 2020 and the future horizon year of 2050. This work element is specific to the urbanized area of Lawrence County, Ohio.

**381325/381425/381525 – Complete Streets Designated Activity** – support/implementation activities specifically directed toward the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation to utilize 2.5% of PL funds to provide an equitable and safe transportation network for travelers of all ages and abilities as outlined in Section 11206 of BIL.

**381625 – Cabell County Transportation Land Use Study** - will hire a consultant to complete a transportation land-use study for Cabell County, WV.

**381725 – Highlawn 3<sup>rd</sup> and 5<sup>th</sup> Avenues Corridor Study** will provide funding to complete a traffic study for the Highlawn neighborhood in Huntington, WV that will evaluate mobility and safety on US-60 (3<sup>rd</sup> & 5<sup>th</sup> Avenues) from 24<sup>th</sup> Street to 31<sup>st</sup> Street and surrounding roadways.

**381825 – Multimodal Study for Huntington, WV** - will complete a multimodal study for Huntington, WV.

**381125 – 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.

**381624 – Barboursville WV to Proctorville, OH Bridge Crossing PEL Study (WV Specific)** will conduct a Study to include PEL along WV Rt 2 to OH Rt 7 bridge crossing (Year 2 of 2) – this is the WV funding portion.

**382024 – Boyd County US-60/KY-180 Corridor Management Study (KY Specific)** will complete a corridor management plan in Boyd County, KY along US-60/KY-180 from KY-3 to the Ashland City limits (Year 2 of 2).

**382124 – Ohio River Valley Tri- State Safety Action Plan project** will provide funding to complete a comprehensive Safety Action Plan for the Tri-State Region funded through the SS4A program (Year 2 of 2).

**382224 – Norfolk Southern Rail/Trail Feasibility Study** will evaluate the feasibility of a rail trail on the old Norfolk Southern line in Wayne County, WV. (Year 2 of 2) .

**382125 – Lawrence County, OH Freight Plan/Congestion Management Process Update (PID 121593)** will hire a consultant to complete a comprehensive regional freight plan and Congestion Management Process for the Huntington, WV-KY-OH urbanized area. Limited activities to supplement the completion of the Travel Demand Model is also included. This work element is specifically for the urbanized area of Lawrence County, Ohio.

**385125 – Kentucky 5303 Transit Planning** – this element provides for coordinated planning activities to oversee and develop the transit planning process, program, and activities for the Kentucky Section 5303 funding dedicated to Boyd and Greenup Counties which are located in the Huntington, WV-KY-OH Urbanized Area.

**PLANNING FACTORS**

The FAST Act, the previous transportation bill, defined ten specific “Planning Factors” for developing transportation plans and programs. These planning factors which ensure the local transportation planning process is consistent with national goals and objectives continue with the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL).

**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.

**Table 2** identifies KYOVA’s FY 2025 UPWP work elements as they relate to the ten (10) planning factors. *Note: Planning Studies are not included.*

**Table 2: FY 2025 UPWP Planning Factors**

KYOVA FY 2025 UPWP Work Element	Planning Factors									
	1	2	3	4	5	6	7	8	9	10
380125 – Management and Administration	X						X			
380225 – Short-Range Planning and Transportation Improvement Program (TIP)		X	X	X	X	X		X	X	X
380325 – Metropolitan Transportation Planning	X	X	X	X	X	X		X	X	X
380425 – Transportation Surveillance and Geographic Information (GIS)	X	X	X	X	X	X	X	X	X	X
380525 – Air Quality Planning	X				X		X			X
380625 – Public Participation		X	X					X		X
380725 – Surface Transportation Program (STP) Planning	X	X	X	X	X	X	X	X	X	X
380825 – Transit Planning – West Virginia & Ohio	X	X		X	X	X			X	X
380925 – Section 5310 TMA Transit Administration (shared activity with TTA)	X	X		X		X		X		X
381025 – KYOVA/RIC Joint TMA Coordination – WV	X	X		X	X	X	X	X	X	X
3813245/381425/381525 – Complete Streets Designated Activity		X	X	X	X	X			X	X
385125 – Kentucky 5303 Transit Planning	X	X	X	X	X	X	X	X	X	X

**FY 2025 UPWP PLANNING EMPHASIS AREA HIGHLIGHTS – FHWA/FTA/STATE GUIDANCE**

The FY 2025 UPWP was developed to meet the requirements set forward in the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL). Prior to development of the Work Program, KYOVA received guidance from FHWA – West Virginia, Kentucky and Ohio Divisions, Federal Transit Administration (FTA), Ohio Department of Transportation (ODOT), and the Kentucky Transportation Cabinet (KYTC) for the planning emphasis areas to address. **Tables 3 and 4** summarizes the planning emphasis areas and references KYOVA’s FY 2025 UPWP and corresponding work element. *Note: Planning studies are not reflected in the planning emphasis areas.*

**Table 3: FY 2025 FEDERAL (FHWA & FTA) TRANSPORTATION PLANNING EMPHASIS AREAS**

Planning Emphasis Area	Description/Detail	FY 2025 UPWP Work Element
<b>Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future</b>	Work with State department of transportation (State DOT), FTA, FHWA, and providers of public transportation to ensure that transportation plans and infrastructure investments help achieve the national greenhouse gas reduction, net-zero emissions, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. (Executive Order 14008)	380225, 380525, 380225
<b>Equity and Justice<sup>40</sup> in Transportation Planning</b>	Work with State DOTs, FTA, FHWA, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. (Executive Order 13985)	380325, 380425, 380825, 385125
<b>Complete Streets</b>	Work with State department of transportation (State DOT), FTA, FHWA, and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users.	380225, 382325, 381425, 381525, 385125
<b>Public Involvement</b>	Work to increase meaningful public involvement in transportation planning process.	380425, 380625
<b>Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination</b>	Coordination with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities.	380225, 380325
<b>Federal Land Management Agency (FLMA) Coordination</b>	Coordination with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.	380225, 380325
<b>Planning and Environmental Linkages (PEL)</b>	Encourage agencies (DOTs, Public Transit, etc.) to implement PEL as part of the transportation planning and environmental review process.	380225, 380425
<b>Data in Transportation Planning</b>	Encourage and work with State DOTs, FHWA, FTA and other agencies to incorporate data sharing and consideration into the transportation planning process.	380225, 380325, 380425, 380725, 380825, 385125

**TABLE 4: FY 2025 STATE DOT TRANSPORTATION PLANNING EMPHASIS AREAS**

State/s	Planning Emphasis Area	Description/Detail	FY 2025 UPWP Work Element
OH	Transport Ohio Implementation	<ul style="list-style-type: none"> <li>• Alignment of Transport Ohio strategies with MPO Transportation Plan development and the Access OH 2045 Plan</li> <li>• Look for innovative ways to optimize funding for freight projects</li> <li>• Evaluate the freight system to understand system performance needs and identify regional priorities</li> <li>• Serve as a technical resource on freight to local jurisdictions</li> </ul>	380225, 380325, 380425, 381025
OH	Title VI and Environmental Justice	<ul style="list-style-type: none"> <li>• MPOs should clearly document specific activities they are coordinating related to Title VI and EJ within their annual work programs</li> </ul>	380125, 380425, 380625, 380825, 385125
OH	Implementation of the Bipartisan Infrastructure Law (BIL)	<ul style="list-style-type: none"> <li>• A minimum of 2.5% of PL funding is required to be used to increase safe and accessible options for multiple travel modes for people of all ages and abilities. Examples of what counts towards this 2.5% requirement are included in Section 11206 of BIL</li> <li>• Incorporate the requirement of Section 11201 of BIL in the MPO Planning Process. This includes:               <ul style="list-style-type: none"> <li>• Consultation with officials responsible for housing</li> <li>• Option for TMAs to develop a housing coordination plan</li> <li>• Utilizing web-based tools for public involvement</li> <li>• Clarification on the requirements when multiple MPOs cover the same urbanized area</li> <li>• Clarification of the requirements when designating MPO officials or representatives</li> </ul> </li> </ul>	380125, 380225, 380625, 381325, 381425, 381525

# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

## **FY 2025**

## **Unified Planning Work Program**

### **SECTION II**

### **Planning Work Elements**

**380125: MANAGEMENT AND ADMINISTRATION**

ELEMENT NO.: 380125	TOTAL REVENUE	REVENUE			MAN HOURS		
MANAGEMENT AND ADMINISTRATION	\$131,297	WV	KY	OH	WV	KY	OH
		\$65,649	\$40,702	\$24,946	772	479	293
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 public transit agencies regulatory, administrative, and management requirements within the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) and state planning regulations.

**METHODOLOGY**

This work Element provides for the management and administrative activities for the FY 2025 UPWP. Activities include but are not limited to:

1. Administration and Management
  - KYOVA Staff will provide monthly progress and year end Performance Expenditure reports, audits, budget management, lease agreements, multi-party planning agreements, DBE program reports, program self-certification, and equipment and supply purchases.
  - Dissemination and public knowledge of information is necessary for a successful transportation planning program. During FY 2025, KYOVA Staff will maintain committee membership lists and will provide information to the Policy Committee (PC), Technical Advisory Committee (TAC), Executive Board, and citizens-at-large. Representation and activities include but are not limited to public ports, providers of transportation services, both private and public.
  - Training is paramount in order to successfully fulfill the transportation planning functions. To ensure staff is up to date on program activities, federal and state requirements, KYOVA staff will attend trainings and/or host meetings, courses, seminars, workshops, and conference calls. At times meeting cost may be incurred and for eligible expenses, KYOVA Staff will secure and pay for printing charges and meeting space outside the KYOVA Office.
  - KYOVA will review the interagency agreements for federal, state, and local partners and update as needed.
  - Direct charges solely for transportation planning activities and/or events that do not fall directly under one of the other work elements within the KYOVA FY 2025 UPWP will be charged to this element.
  
2. Unified Planning Work Program (UPWP)

The UPWP is an annual document outlining the work activities to be accomplished during the fiscal year. During FY 2025 KYOVA Staff will amend or make necessary corrections to the FY 2025 UPWP and provide the Draft and Final FY 2026 UPWP as defined 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). The UPWP element includes completion of the Annual Performance and Expenditure Report.



3. Title VI/LEP/EJ Oversight

Oversight activities for the Title VI/LEP Plan and Environmental Justice complaint procedures will be managed by the KYOVA Title VI Coordinator to ensure policies and activities are in accordance with local, state, and federal regulations.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

1. Management and Administration activities and expenses to successfully fulfill the transportation planning activities within the Huntington, WV-KY-OH Transportation Management Area and the KYOVA planning area to include completion of the Annual Performance and Expenditure Report.
2. Unified Planning Work Program (UPWP) activities for FY 2025 and FY 2026.
3. Oversight of KYOVA’s Title VI/LEP Plan and Environmental Justice complaint process as detailed in the KYOVA Title VI/LEP Plan.

**PROFESSIONAL DEVELOPMENT**

Meetings, training, and travel required to support the KYOVA Staff in the overall management and administrative activities to include 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 Councils (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 meetings, Association of Metropolitan Planning Organizations (AMPO) Annual Conference, and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/GIS Transportation Symposium.

**380225: TRANSPORTATION IMPROVEMENT PROGRAM (TIP) MANAGEMENT & SHORT-RANGE TRANSPORTATION PLANNING**

(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) ODOT PID # 121593 = REGIONAL FREIGHT PLAN

ELEMENT NO.: 380225	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
TIP MANAGEMENT & SHORT-RANGE TRANSPORTATION PLANNING	\$174,000	\$87,000	\$53,940	\$33,060	1025	635	389
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 Transportation Improvement Program (TIP) and Short-Range Planning work element provides support to fulfill TIP development/oversight and short-range planning activities. Identified projects will be consistent with current transportation plans and studies developed through the urban transportation planning process while ensuring the TIP is fiscally constrained and meets the air quality requirements.
- To complete a comprehensive regional freight plan for the Huntington, WV-KY-OH Urbanized Area. ODOT'S funding portion provided with PID # 121593.

**METHODOLOGY**

1. Transportation Improvement Program (TIP)

The 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 projects and improvements in conjunction with each State Transportation Improvement Program (STIP) for the KYOVA Planning Area (West Virginia, Kentucky, and Ohio). To fulfill this work element, the following activities will be undertaken.

- 2024-2027 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 which staff will develop and manage an effective, multi-year TIP that identifies and prioritizes transportation improvements. Staff will undertake the following:
  - Monitor and reconcile projects in the TIP through Amendments and/or Administrative Modifications. Amendments and Administrative Modifications will be processed as outlined in the current KYOVA Participation Plan. Identified projects will reflect current projects on each state DOTs STIP and be fiscally constrained (to include all regionally significant projects) and progressing toward implementation. KYOVA will follow guidance and timelines as provided by each state DOTs. KYOVA will follow DOTs S/TIP Development Schedule to complete TIP updates.
  - Staff support activities
    - Management and administration of the TIP to include review and update of TIP fiscal constraint documents.
    - Eligible meeting expenses of hosting meetings outside the KYOVA office to accommodate for space to better engage KYOVA committee members and the community-at-large.
    - Host and/or participate in meetings facilitated by WVDOT/DOH, KYTC, ODOT, local transit agencies, FHWA, FTA, and other local or planning agencies to establish new and expand existing transportation partnerships.

- Performance Measures
  - KYOVA will coordinate with the state DOTs to successfully report targets as established in the federal guidelines. Additionally, KYOVA will review current policies, rules and procedures to determine project impact on safety for all road users to include those outside of automobiles.
  - Integration of performance measures will be completed through an established reporting process which will illustrate the targets consistency with the Infrastructure and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL).
- FY 2026-2029 TIP Development which will follow ODOTs Development Schedule and will include the following:
  - Coordination with Transit Agencies
  - Air Quality Non-Exempt/Analyzed Projects
  - Project Data/Fiscal Analysis
  - Upload Draft to ODOT STIP Extranet Site for USDOT review
  - Review Comments from state DOTs and Federal partners and address as appropriately
  - Public Review per ODOTs schedule (Mar 11-Apr 11, 2025) and per KYOVA's Participation Plan
  - Upload Final TIP for submittal to USDOT (April 30, 2025)
  - Approved FY 2026-2029 TIP placed on KYOVA website following approval - no later than July 1 2025
- Reports and monitoring plays an important role to ensure the transportation system meets the community needs as well as to federal, state, and local needs/requirements. KYOVA will perform the following to ensure those needs are met.
  - Monitor the Ellis System monitoring (OH specific activity) and report inconsistencies to ODOT between Ellis and the KYOVA TIP project schedule.
  - Performance Measures and the reporting process will be integrated and consistent with the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL).
  - Project conformity determination and reports will be completed, as needed.
  - Prioritization of short-range projects will be undertaken, as needed.
  - Annual Listing of Obligated Projects: The Annual Listing of Obligated Project report for highway, transit, and planning projects funded with federal funds will be completed within 90 days of the end of the state fiscal year for West Virginia and Ohio (9/30/24) and within 90 days of the end of the federal fiscal year for Kentucky (12/31/24), or as otherwise directed by each state's DOT.

## 2. Short-term initiatives

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 challenges. Short-range planning activities include development of a transportation system that will safely and efficiently accommodate the traffic flow and encourage advancement for all modes that is ADA compliant while implementing legislation from the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL). These activities may include:

- Complete Streets Planning  
Complete Streets Planning to include the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) regulations along with the state and local initiatives to include implementation assistance/coordination with to encourage active transportation (OH specific activity). Activities may include:
  - Complete Streets Planning to include the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) regulations along with the state and local initiatives to include implementation assistance/coordination with to encourage active transportation (OH specific activity). Activities may include:
  - Assessment and evaluation of active transportation in the KYOVA region. This may include vehicular, bicycle, pedestrian, transit, and other non-motorized transportation with consideration of travel and tourism.
  - System performance analysis to identify regional active transportation priorities and investigate innovative ways to optimize funding for active transportation projects.
  - KYOVA Staff to serve as a technical resource to local jurisdictions for active transportation activities and provide assistance to potential recipients to plan, develop, and operate streets and networks that prioritize safety and security, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists.
  - Plan to reconnect communities and to support livable communities through facilitating more environmentally friendly forms of mobility, such as walking, biking, and public transit.
  - Plan to provide equitable and safe transportation network for travelers of all ages and abilities.
  - Consider arterial roads and bicycle facilities to include safe pedestrian facilities, safe transit stops, and safe crossing opportunities.
  - Promote to improve safety and security, and accessible for all road users and while making ADA compliant.
  - Technical assistance to the West Virginia Association of MPOs, KY MPO Director's Council, and Ohio Council of Regional Councils (OARC).
  - Provide support to ODOT with
  - 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.
- Planning and Environmental Linkages
  - Encourage agencies (DOTs, Public Transit, etc.) to implement PEL as part of the transportation planning and environmental review process.
  - During planning activities, consider timeline of projects and eligibility under FHWA's NEPAs Categorical Exclusion environmental review regulations 23 CFR Part 771(c)(3).
- Climate Change
  - Identification of transportation vulnerabilities to climate change impacts and evaluate potential solutions and plan to improve the condition, resilience and safety of road and bridge assets consistent with asset management plans. Once identified, prioritization of projects/activities to determine those less vulnerable and more resilient to changing climate.
  - Inclusion of resiliency of the transportation system and activities to reduce stormwater runoff and greenhouse gas emission.

- Freight Coordination Activities
    - Participation in local, state, regional, and national freight initiatives.
    - Education of governmental officials and the general 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.
  - Transportation Planning Coordination
    - Coordinate and consult with FLMAs and officials responsible for housing (when warranted) in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands and housing. This may include opportunities to leverage transportation funding to support access and transportation needs.
    - Participation and coordination activities with WVDOT/WVDOH, KYTC, ODOT, FHWA, and FTA, and other transportation planning partners to include scoping studies initiated by KYTC, WVDOT and ODOT.
    - Review current policies, rules, and procedures to determine project impact on safety for all road users to include those outside of automobiles.
    - Dissemination of information and project updates to elected officials, administrators, state and federal agencies, and the general public.
    - Provide assistance to LPAs regarding ADA Transition Plans.
    - Technical assistance to the West Virginia Association of MPOs, KY MPO Director's Council, and the 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.
    - Staff support for Short-Range Transportation Planning not specifically identified above.
  - Title VI/LEP/ADA Plan Development
    - Annual Review of Title VI/LEP Plans and provide updates as needed.
    - Staff training for ADA/Title VI/LEP/EJ activities.
3. KYOVA Surface Transportation Block Grant Program  
 KYOVA, as the designated TMA for the Huntington, WV-KY-OH TMA receives federal suballocated funds through the Surface Transportation Block Grant Program (STBG), the STBG Set-Aside Program, Congestion Mitigation Program (CMP) funds, ODOT Congestion and Mitigation Air Quality Program (CMAQ) for Lawrence County, OH. To guarantee accuracy, keep track of the funding, and to promote the program, KYOVA will oversee, maintain and be responsible for the fiscal management of the dedicated STBG funding program.

**4. Regional Freight Plan – Phase 1 (ODOT PID#: 121593) – Consultant Activity (\$200,000)**

KYOVA will hire a consultant to complete a comprehensive regional freight plan for the Huntington, WV-KY-OH urbanized area. The Freight Plan will include but not be limited to stakeholder and in-person workshops; review of current local and statewide freight plans; analysis using Streetlight and INRIX data, and the most recent version of the Travel Demand Model (TDM); and recommendations through a prioritization process to include into the MTP. FY 2025 is Phase 1 of 3 and will span 3 years.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

1. KYOVA Transportation Improvement Program (TIP) activities to include maintenance, amendments, administrative modifications, and funding refinement for the FY 2024-2027 TIP and development activities for the FY 2026-2029 TIP for the Huntington, WV-KY-OH Urbanized Area.
2. Short-range planning initiatives to fulfill the transportation planning requirements under IJJA/BIL. This includes complete streets planning, Planning and Environmental Linkages and Categorical Exclusion environmental review activities, freight planning, coordination activities, Title VI/LEP/ADA plan review and development, and to serve as a resource to local, regional, state, and federal agencies.
3. Oversight activities for the KYOVA Surface Transportation Block Grant Program (STBG), STBG Set-Aside and other current federal/state funding programs providing funds for transportation related projects.
4. A comprehensive regional freight plan for the Huntington, WV-KY-OH Urbanized Area.

**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 Councils (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 meetings, Association of Metropolitan Planning Organizations (AMPO) Annual Conference, and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/GIS Transportation Symposium.

**380325: METROPOLITAN TRANSPORTATION PLANNING**

ELEMENT NO.: 380325	TOTAL REVENUE	REVENUE			MAN HOURS		
METROPOLITAN TRANSPORTATION PLANNING	\$75,449	WV	KY	OH	WV	KY	OH
		\$37,725	\$23,389	\$14,335	445	275	169
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 KYOVA’S fiscally constrained Metropolitan Transportation Plan (MTP) and pursue activities which meet the requirements of federal rules and regulations including the provisions of the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) and any subsequent transportation authorization.

To assess, propose and support a multi-modal network relative to highways, transit (public transportation and human services transportation), bicycle/pedestrian, safety, freight, air quality and other transportation related activities while continuing development for Performance Measure reporting to meet the region’s transportation needs at least 20 years into the future.

**METHODOLOGY**

Metropolitan Planning Organizations (MPOs) must maintain a focus on managing the existing infrastructure while considering environmental effects of its planning process. Staff will undertake the following to fulfill the Metropolitan Transportation Planning activities:

1. Metropolitan Transportation Plan

The Metropolitan Transportation Plan (MTP) is a long-range planning document that identifies transportation deficiencies, policies, strategies, and projects over the next 20 plus years. The MTP is updated on a four-year cycle. As the metropolitan planning organization (MPO) for the Huntington, WV-KY-OH urbanized area, KYOVA is required to conduct a continuing, cooperative, and comprehensive (3-C) transportation planning process – with a 20-year horizon – thus, the Metropolitan Transportation Plan (MTP). KYOVA adopted the KYOVA 2050 MTP April 22, 2022 and became effective August 26, 2022. The MTP serves as the foundation for the development of the Transportation Improvement Program (TIP). To ensure the MTP is meeting these goals KYOVA staff will:

- Maintain and updated the 2050 MTP to include processing Amendments and/or Administrative Modifications, and prioritization of projects while demonstrating a fiscally and physically constrained financial plan.
- Integration and evaluation of current performance measures for consistency of the reporting process as outlined in the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) and presented in the MTP.
- Engage FHWA, FTA, FLMAs, and providers of public transit to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities.

- Coordination activities and provide support to DOT initiatives with KYOVA MTP and future MTP updates to include: multi-modal corridor studies collaboration; statewide safety and security initiative collaboration; transportation data sharing; and establishing new and expanding existing transportation partnerships.

## 2. Long-Range Planning Activities

To deliver a safe, reliable and integrated transportation system KYOVA must evaluate needs, and develop multimodal initiatives and recommendations that connect needs across all modes of transportation for KYOVA planning area. These efforts will be completed through the Long-Range Planning Activities as stated below.

- Consider issues relative to highways, transit (public transportation and human services transportation), bicycle/pedestrian, safety, freight, air quality and other transportation related activities.
- Review of current policies, rules, and procedures to determine project impact on safety for all road users to include those outside of automobiles.
- Coordinate with state DOTs, FTA, FHWA, and providers of public transportation to explore opportunities and advance equity and support for underserved and disadvantaged communities by improving infrastructure by accommodating new and emerging technologies like electric vehicle charging stations, renewable energy generation, and broadband deployment in transportation rights of way.
- Coordination and collaboration with private and public transit providers, state and local agencies, and the general public continue to evaluate the area's transportation network.
- Identification, evaluation, and coordination to promote livable communities through facilitating more environmentally friendly forms of mobility, such as walking, biking, and public transit, and increasing the number of routine destinations that are safely and comfortably accessible through these modes.
- Investigate social welfare, economic factors and environmental impacts that determine future transportation patterns and development.
- 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 Transport Ohio and/or the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL), and any subsequent transportation legislation.
- Review and provide assistance to the WVDOT/WVDOH, KYTC, and ODOT statewide transportation plans such as ODOT's Access OH 2045 Long-Range Transportation Plan; update the federal aid functional classification system and National Highway System, including intermodal connectors, and serve as a technical resource on freight to local jurisdictions, as requested.
- Project prioritization activities and procedures for all modes and project types to include procedures relating to KYOVA's suballocated Surface Transportation Block Grant (STBG) Program, STBG Set Aside Program, and the Ohio CMAQ dedicated suballocated funds.
- Educate agencies and the public at large how modes in the existing system can be managed and operated more efficiently.
- Continue participation in regional, state, local and national forums projects for addressing federal, state, and local planning requirements such as updates to the West Virginia, Kentucky, and Ohio transportation plans.



- Coordination with representatives from DOD in the coordination and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities and Federal Land Management Agency (FMLA) for infrastructure and connectivity needs related to access routes and other public roads and services that connect to Federal lands.
- Coordinate with FLMA's (when warranted) in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. This may include opportunities to leverage transportation funding to support access and transportation needs.
- Create and/or modify projects in the KY CHAF database and assist with Kentucky's SHIFT Project Prioritization activities (KY specific project), project prioritization and inclusion of projects from the Ohio Technical Review Advisory Committee (TRAC) to include staff time, travel, and preparation to present to the TRAC (OH specific project).
- Include freight and aviation planning with long-range goals and develop ways to optimize funding to improve the safety and efficiency of freight movement through the intermodal transportation system for the traveling population and goods to include Transport Ohio implementation strategies with the MTP.
- 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.

#### **RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

#### **PRODUCTS**

1. An up to date and compliant long-range transportation plan (Metropolitan Transportation Plan – MTP) for the KYOVA planning area (Huntington WV-KY-OH Urbanized Area).
2. Long-Range Transportation Planning activities that will deliver a safe, reliable and integrated transportation system by development of multimodal initiatives and recommendations that connect needs across all modes of transportation for KYOVA planning area that will investigate social welfare, economic factors, and environmental impacts that determine future transportation patterns and development.

#### **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 Councils (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 meetings, Association of Metropolitan Planning Organizations (AMPO) Annual Conference, and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/GIS Transportation Symposium.

**380425: TRANSPORTATION SURVEILLANCE AND GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

(SURVEILLANCE, MANAGEMENT & OPERATIONS, TRAVEL MODEL FORECASTING, CONGESTION MANAGEMENT PROCESS, INTELLIGENT TRANSPORTATION SYSTEMS PLANNING, CONNECTED VEHICLES, DATA COLLECTION) ODOT PID # 121593 = CONGESTION MANAGEMENT PROCESS.

ELEMENT NO.: 380425	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
TRANSPORTATION SURVEILLANCE AND GIS	\$124,963	\$62,481	\$38,739	\$23,743	735	456	278
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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.
- To update the Congestion Management Process (CMP) for the KYOVA metropolitan planning area and the TMA boundary. ODOT funding provided through PID 3 121593.
- To update KYOVA’s Travel Demand Model (TDM).

**METHODOLOGY**

1. GIS and Database Development and Data Sharing

GIS is an information system specializing in the input, management, analysis, and reporting of geographical (spatially related) information which can help transportation planners integrate agency-wide information to achieve better operational efficiencies and results. To illustrate how the information can be utilized to achieve these goals, KYOVA will:

- Utilize Arc GIS Pro as a tool to manipulate, evaluate, update and query the KYOVA maintained databases 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 may be developed to facilitate validation of analysis of highway and transit. Examples of these activities include:
  - 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, and collection of data to justify project prioritization and project development..
  - On-going maintenance and technical support for planning activities to include the TIP, MTP, highway/roadway and bicycle/pedestrian projects, regional studies, traffic flow maps, freight analysis, and the data network.
  - To strengthen WVDOT/WVDOH, KYTC, ODOT HPMS and safety programs and initiatives, KYOVA will collect data; utilize NPMRDS for data analysis;
  - Encourage and work with State DOTs, FHWA, FTA and other agencies to incorporate data sharing and consideration into the transportation planning process. Topics to be addressed as aspects of regional transportation coordination planning may include:
    - Linkage with emergency transportation planning, to include COVID-19, by addressing the interrelationships 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.

- 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.

## 2. Socioeconomic/Demographic Research and Analysis

Socioeconomic and Demographic analysis is essential to carry out the transportation planning functions. Work activities for FY 2024 will focus on analysis and sharing of the 2020 Census datasets. These task may include:

- Analysis of socio-economic and other data to support economic development, transportation equity, Planning and Environmental Linkages (PEL) studies, 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 and communities with higher concentrations of older adults and those with poor access to essential services and collection of data to justify project prioritization and project development. The reports may incorporate unique visualizations to illustrate future growth and stability for the region KYOVA Staff will provide support activities for the Ohio Technical Review Advisory Committee (TRAC), Kentucky CHAF and SHIFT process, planning studies, as requested, and public involvement activities.

## 3. Travel Demand Model (TDM)

A Travel Demand Model (TDM) is a tool to support the urban transportation planning process. It is a series of analytical techniques used to predict future demand for transportation facilities and services and estimates the impacts of policies and program on behavior and travel demand. A TDM can predict how changes in size and character of the population will impact the transportation system in the future. KYOVA’s model base year is 2020, with future years 2025, 2035, 2045, and 2050.

- KYOVA will continue validation of the TransCAD travel forecasting model for the base year 2020 and the future horizon year of 2050.
- KYOVA will develop and/or maintain the current Travel Demand Model (TDM) to coincide with the 2020 Census and ensure it will provide the most relevant information for planning studies, traffic flow maps, freight analysis/movement, land-use attributes such as planned development/closures of hospitals and schools, etc. During development, KYOVA will coordinate with WVDOH, KYTC-Modal Branch, and ODOT for travel time segments and other similar data.

## 4. Intelligent Transportation Systems (ITS)

ITS improves transportation safety and mobility and enhances productivity through the integration of advanced communications technologies into the transportation infrastructure and in vehicles. ITS systems encompass a broad range of wireless and wire line communications-based information and electronics technologies. These technologies include Vehicle to Vehicle (V2V) Communications for Safety; Vehicle to Infrastructure (V2I) Communications for Safety; Real-Time Data Capture Management; Dynamic Mobility Applications; Road Weather Management; Applications for the Environment; Human Factors; Mode-Specific Research; Exploratory Research; and Cross-Cutting Activities. NOTE: KYOVA relies on each statewide (WVDOH/KYTC/ODOT) ITS Architecture/Plan.

- KYOVA will assist WVDOH, KYTC, and ODOT, as requested, in maintaining their statewide ITS architectures for the Metropolitan Planning Area in accordance with federal law and regulation. Additionally, KYOVA will assist in the coordination of the use of the regional ITS architecture as

guidance to regional project implementation to include activities and training that address connected vehicle technology.

- Integrate transportation operations considerations into the metropolitan transportation planning process to ensure that transportation system operations are reflected in regional plans and programs.
5. Congestion Management Process Update – Phase 1 (ODOT PID # 121593)– Consultant (\$175,000)  
KYOVA will hire an outside consultant to perform duties outlined in the scope of work. The Scope will include but not be limited to utilizing big data such as Streetlight and INRIX, and the most current version of the TDM; revisit the previously defined CMP network; identify congested areas, analyze those areas and recommend solutions; hold stakeholder and in-person meetings. FY 2025 is Phase 1 of 3 and will span 3 years. ODOT funding provided under PID # 121593.
  6. Travel Demand Model Update – Phase 1 – Consultant (\$50,000)  
KYOVA will procure a consultant to update KYOVA’s the TDM to 2020 and provide interim years of 2025, 2035, 2045, and 2050. Activities will include but are not limited to stakeholder/in-person meetings; gathering background information and data; update by Mode (Network, SE Data); calibrations, model documentation; and model package. FY 2025 is Phase 1 of 2. The project will span 2 years.

#### **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.
2. Socioeconomic/Demographic data analysis and sharing for the Huntington, WV-KY-OH Urbanized Area and KYOVA’s Planning Area
3. Travel Demand Model update activities to include traffic model results for KYOVA Planning Area; coordination with WVDOH, 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 WVDOH, KYTC, ODOT, and area stakeholders to implement ITS plan recommendations.
5. Updated Congestion Management Process (CMP) for the KYOVA metropolitan planning area and the TMA boundary. ODOT funding provided under PID# 121593.
6. Updated KYOVA Travel Demand Model (TDM) to 2020 with interim years of 2025, 2035, 2045, and 2050.

#### **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/WVDOH, KYTC, ODOT, FHWA; FTA, EPA, Ohio Association of Regional Councils (OARC); National Transit Institute (NTI), National Highway Institute (NHI), National Association of Regional Councils (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 meetings, Association of Metropolitan Planning Organizations (AMPO) Annual Conference, and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/GIS Transportation Symposium.

**380525: AIR QUALITY PLANNING AND TRANSPORTATION CONFORMITY**

ELEMENT NO.: 380525	TOTAL REVENUE	REVENUE			MAN HOURS		
AIR QUALITY PLANNING AND CONFORMITY	\$40,000	WV	KY	OH	WV	KY	OH
		\$20,000	\$12,400	\$7,600	235	146	89
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 requirements as outlined by the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL), 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**

- Air Quality Planning  
 KYOVA Staff will engage in air quality planning which will identify transportation strategies to support emission reduction from on-road mobile sources of pollution.
  - Coordinate air quality planning with external conformity partners, including the Environmental Protection Agency (EPA), state Division of Air Quality, WVDOT, KYTC, ODOT, Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).
  - Review project environmental impact statements (EIS), as requested.
  - Project identification, evaluations, and ODOT justification application as related to CMAQ and other air quality programs.
  - Prioritization of KY CMAQ applicant projects, as requested by KYTC Office of Local Programs and/or KYTC Central Office. *Note: this is a Kentucky specific activity.*
  - Evaluate opportunities to reduce greenhouse gas emissions and identification of transportation system vulnerabilities to climate change impacts as well as evaluating potential solutions.
  - Research and promote programs and energy conscious projects that reduce ground-level Ozone, PM<sub>2.5</sub>, and those that create no significant impact on air quality in the Huntington, WV-KY-OH Urbanized Area, and support Transit Oriented Development (TOD) activities.
- Transportation Conformity  
 Transportation conformity is a way to ensure that Federal funding and approval goes to those transportation activities that are consistent with air quality goals. Conformity applies to the transportation plans, Transportation Improvement Programs (TIPs), and project funded or approved by the Federal Highway Administration (FHWA) or the Federal Transit Administration (FTA) in areas that do not meet or previously have not met air quality standards for ozone, carbon monoxide, particulate matter, or nitrogen dioxide. These areas are known as ‘nonattainment areas’ or ‘maintenance areas.’<sup>2</sup> KYOVA Staff will complete the following Transportation conformity activities to fulfill this requirement

<sup>2</sup> FHWA Air Quality-Transportation Conformity website: [https://www.fhwa.dot.gov/environment/air\\_quality/conformity/](https://www.fhwa.dot.gov/environment/air_quality/conformity/)

- 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, support Transit Oriented Development (TOD) activities. Relate Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) 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) and evaluate and prioritize Kentucky CMAQ project selection, as requested by KYTC.
- 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.
- Maintain an up-to-date transportation conformity model (air quality) and determination of emission changes for proposed Ohio CMAQ projects, as needed.
- Review modeling hardware/software to ensure it is up to date and work with consultant for modifications.

#### **RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

#### **PRODUCTS**

1. Air quality planning and technical assistance for project identification, evaluations which will identify transportation strategies to support emissions reduction from on-road mobile sources of pollution.
2. Transportation conformity assessments, studies, and modeling activities that are consistent with air quality goals for 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 Councils (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 meetings, Association of Metropolitan Planning Organizations (AMPO) Annual Conference, and American Association of State Highway and Transportation Officials (AASHTO) Planning Conferences/GIS Transportation Symposium.

**380625: PUBLIC PARTICIPATION**

ELEMENT NO.: 380625	TOTAL REVENUE	REVENUE			MAN HOURS		
PUBLIC PARTICIPATION	\$42,436	WV	KY	OH	WV	KY	OH
		\$21,218	\$13,155	\$8,063	250	155	95
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 and to ensure that the Participation Plan is compliant with the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL).

**METHODOLOGY**

Public involvement provide transportation agencies and the public with a means for exchanging information about planning and project development activities. When effective, public involvement activities enable the public to participate in transportation decision making. Transportation professionals need to measure the impact of public involvement activities to ensure that they are successful and an efficient use of public resources. In addition, repeated measurement can track an agency’s performance over time, demonstrating ongoing commitment to public involvement and increasing overall accountability in the transportation decision-making process. To ensure that the public is engaged with the transportation planning activities within the Huntington, WV-KY-OH Planning Area and 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, KYOVA will complete the following activities.

1. Public Involvement and Public Outreach Activities

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 Public Transit-Human Services Transportation Plan, Participation Plan. To ensure a comprehensive, coordinated, and continuous (3C) participation process that encourage public participation. KYOVA will:

- Encouraging public participation utilizing Virtual Public Involvement (VPI) tools while continuing a public participation process for individuals without access to computers and mobile devices and target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services.
- Public outreach activities which include providing timely public notices and public access to key decisions and satisfactorily address Environmental Justice (EJ) and Title VI concerns, publications to the general public such as flyers, newsletters, and handouts; involvement of the local officials, general public, etc. on transportation committees; 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)
- 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.

- Host and/or participate, as needed, in workshops and/or meetings on key transportation issues, projects, and training activities that engage the local officials and all users of the transportation system, (disadvantaged and underrepresented, persons with disabilities, and the community-at-large). Emphasis will be placed on engaging those that traditionally have not been involved in the transportation planning process but will include all persons within the KYOVA planning area. Consultant(s) support may be utilized for these activities.
  - The public involvement process should increase transparency into the decision making process and will be reviewed and updated regularly to ensure it meets and/or exceeds the federal requirements.
2. Compliant Documents to Provide Guidance and Procedures
    - Maintaining an up to date Participation Plan and Title VI/LEP Plan.
    - Revisions and required public notices published in the newspaper of the largest circulation (or as specified by federal regulation) in the Huntington, WV-KY-OH Urbanized Area for the KYOVA’s Participation Plan, Title VI/LEP Plan, Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), the Coordinated Public Transit-Human Services Transportation Plan, and other federally mandated documents.
    - 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.
  3. Technical Assistance to the WV Association of Metropolitan Planning Organizations (WVAMPO)  
 Technical and administrative assistance to the West Virginia Association of Metropolitan Planning Organizations (MPO) for coordination and outreach activities between the WV MPOs, WVDOH, FHWA, EPA, DAQ, FTA, etc.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

1. A comprehensive, coordinated, and continuous participation process that encourage public participation.
2. KYOVA will evaluate and update the following documents for compliance and effectiveness and ensure they are readily made available to the public for review: (Participation Plan, MTP, TIP, Coordinated Public Transit-Human Services Transportation Plan, Title VI/LEP Plan, etc.).
3. Technical and administrative assistance to the West Virginia Association of MPOs.

**PROFESSIONAL DEVELOPMENT**

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



**380725: SURFACE TRANSPORTATION PROGRAM (STP) PLANNING**

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

ELEMENT NO.: 380725	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY (STBG \$)	OH	WV	KY	OH
<b>SURFACE TRANSPORTATION PROGRAM (STP) PLANNING</b>	<b>\$62,839</b>	<b>\$31,419</b>	<b>\$19,480</b>	<b>\$11,490</b>	<b>370</b>	<b>229</b>	<b>140</b>
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 solely responsible for the programming of locally sponsored, federally funded projects in the KYOVA Metropolitan Planning Area.

**METHODOLOGY**

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, the Congestion Mitigation and Air Quality (CMAQ) program funds for Lawrence County urbanized area, and the Carbon Reduction Program (CRP) funds. KYOVA, serving as the primary link between the local governments, developed an on-line application process for these programs which will allow KYOVA to solicit for and rank projects based on predetermined criteria that integrate transportation, land-use, air quality, and employment opportunities. To ensure that projects meet the federal eligibility guidelines, the following methodology will be applied.

1. STBG, CMAQ and CRP projects must meet specific federal eligibility guidelines. To ensure the projects meet eligibility KYOVA will: assist applicants in the application process; facilitate communication between local governments, state, and federal agencies; establish the priorities and implement the Program of Projects (POP).
2. Track the funding commitments of identified projects to ensure that progress is being made in securing funds and advancing local priorities toward implementation. With this tracking, Performance Measures will be identified as directed in the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) 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. 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 program to distribute funds for the suballocated funding programs (STBG, STBG Set-Aside, CMAQ, CRP, etc.) and to track those funds throughout the funding cycles.
2. Evaluation, development and maintenance of the application process, maintain project database for funding and public and stakeholder meetings, identify studies and/or reports that will lead to a 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.

**380825: TRANSIT PLANNING – WEST VIRGINIA AND OHIO (WV & OH SPECIFIC)**

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

ELEMENT NO: 380825	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
TRANSIT PLANNING – WV & OH	\$130,476	\$91,333	\$0	\$39,143	1075	0	461
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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), other transit service providers and decision-makers in West Virginia and Ohio.

**METHODOLOGY**

Transit plays an important role in transportation planning. To fully understand and to plan for the future of transit there must be a collaborative effort between agencies and organizations to identify strategies and goals that encourage participation by all users that will increase access to public transit. KYOVA will employ the following methods to facilitate transit planning.

1. Transit Planning

KYOVA will support and promote transit planning activities that provides better connection for residents via public transit to regional employment opportunities, health care facilities, schools, grocery stores, etc. These activities may include but not be limited to:

- KYOVA will provide technical support for FTA Section 5307, 5303, 5310, and 5303 transit programs and activities 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.
- Provide Section 5310 application assistance to Tri-State Transit Authority (TTA), Lawrence County Transit (LCT) and other transit service providers and decision-makers (Regional Models of Cooperation).
- To better understand and accommodate for future transit routes it is necessary to identify the needs and conditions of the bus stops and shelters and to ensure they are ADA compliant. KYOVA will assist in the reporting of these items, whether in coordination with a consultant or completed by the individual transit agencies within the KYOVA planning area.
- Identification of priority projects for seniors, individuals with disabilities and individuals with lower incomes; collection of data/surveys regarding ridership.
- To achieve better intermodal connectivity KYOVA will coordinate integration with bicycle and pedestrian planning and projects.
- Work with transit agencies to monitor and record fixed route service indicators and demand response services to compare service standards on a system-side and route level basis.
- Assist transit agencies with identifying a state of good repair that will help transit agencies to prioritize funding to achieve or maintain existing networks as directed by the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL).
- To advance racial equity and support for the underserved and disadvantaged communities (EO 13985), KYOVA will coordinate with providers of public transportation.

- Work with transit agencies to review and/or recommend routes or service changes for the local transit agencies (Tri-State Transit Authority (WV) and Lawrence County Transit (OH)).
  - Database and GIS/data file of the TTA and LCT transit routes, stops, and schedules – as provided by the transit agencies to produce a 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 and security; integration with bicycle and pedestrian planning.
2. Administration and Reporting
- Perform TIP and MTP updates (Administrative Modifications, Amendments) and update financial tables within these documents.
  - Update Transit Asset and Safety Performance Measures based on data provided by the transit agencies.
  - Title VI/Environmental Justice/LEP Plan updates and reports
  - Preparation and distribution of the “Annual Federally Obligated Funds” report.
  - Assistance to transit providers with the Transit Asset Management (TMA) Plan, the Public Transportation Agency Safety Plan (PTASP), as requested.
  - Maintain and document agency MOUs and/or “Split Letter” regarding Sections 5310, 5307, and 5339.
  - Monitor and implement Performance Measures, as coordinated with WVDOT/WVDOH, KYTC, ODOT, FHWA, FTA, etc., related to transit asset management and transit safety that are consistent with the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) federal transportation legislation.
  - Maintain and update the KYOVA Coordinated Public Transit-Human Services Transportation Plan.

#### **RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

#### **PRODUCTS**

1. Transit planning support and assistance in the WV and OH portion of the KYOVA Planning Area.
2. Transit administration and reporting activities in the WV and OH portion of the KYOVA Planning Area to include the TIP, MTP, Title VI/LEP, Performance Measures, etc.
3. Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan) updates and/or amendments.

#### **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).

**380925: 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.: 380925	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	135	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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**

KYOVA will provide the following assistance and support to fulfill the Section 5310 TMA Transit Administration work element as outlined in the MOU between KYOVA Interstate Planning Commission and Tri-State Transit Authority (TTA).

1. 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.
2. Continuing with the previous transportation bills (MAP-21 and 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).
3. 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.

**381025: KYOVA/RIC JOINT TMA COORDINATION (WV SPECIFIC)**

ELEMENT NO.: 381025	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
KYOVA/RIC JOINT TMA COORDINATION	\$10,000	\$10,000	\$0	\$0	118	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 the KYOVA Planning area and Putnam County, West Virginia.

**METHODOLOGY**

KYOVA Interstate Planning Commission will coordinate planning and programming of transportation studies and projects that will impact the previously established national goals under the FAST Act and carried forward with IJA/BIL (safety/security, 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 FY 2024 TMA Certification Review, and safety projects and programs.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

MOUs 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.

**381125: LAWRENCE COUNTY, OH TRANSIT PLANNING**

*(FUNDING SOURCE: LAWRENCE COUNTY TRANSIT [LCT])*

ELEMENT NO.: 381125	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
LAWRENCE COUNTY, OHIO TRANSIT PLANNING	\$20,500	\$0	\$0	\$20,500	0	0	241
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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) until FY 2026 or until funding is expended.

**BACKGROUND**

Beginning FY 2022 (July 1, 2021), following an analysis of the pilot\* program, including the routes, ridership, and additional growth opportunities, Lawrence County Transit introduced significant changes to the existing routes resulting in new service and increased ridership to frequent commuter destinations. Providing increased ridership 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 \$205,000 with a three (3) year Total Cost of \$615,000. Matching funds of 20% for the three (3) years will be \$123,000 or \$41,000 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 Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) and previous transportation legislation (FAST Act).

**RESPONSIBLE AGENCY**

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



**PRODUCTS****KYOVA Activities:**

KYOVA has committed \$615,000 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 (\$123,000) for operation support and LCT FTA Section 5303 funds for planning operation to be conducted by KYOVA. KYOVA will perform the following to assist LCT in transit planning/CMAQ project:

- 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.
- KYOVA will assist in the identification of potential grants and other funding sources for use by LCT.
- KYOVA will provide information to LCT and ILCAO staff on federal compliance issues as they arise.
- 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 effective communication.
3. LCT will pay KYOVA up to 10% of the KYOVA committed CMAQ funds – see KYOVA activities #1 above) from its FTA Section 5307 funds of a rate up to \$20,500 per year for three (3) consecutive years based on quarterly installments or up to five (5) years until funds are expended for transit planning and assistance. LCT will provide the required match for the 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.

**381225: TRAVEL DEMAND MODEL UPDATE (OH SPECIFIC)**

FUNDED SOURCE: PL CPG - OHIO

ELEMENT NO.: 381225	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
LAWRENCE COUNTY, OHIO PROJECT	\$6,088	\$0	\$0	\$6,088	0	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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

**GOALS**

To hire a consultant to complete update the KYOVA Travel Demand Model (TDM) for the base year 2020 and interim years of 2025, 2035, 2045, and 2050 for the horizon year.

**METHODOLOGY**

A Travel Demand Model (TDM) is a tool to support the urban transportation planning process. It is a series of analytical techniques used to predict future demand for transportation facilities and services and estimates the impacts of policies and programs on behavior and travel demand. A TDM can predict how changes in size and character of the population will impact the transportation system in the future. KYOVA’s model base year is 2020, with future years 2025, 2035, 2045, and 2050.

- KYOVA will continue validation of the TransCAD travel forecasting model for the base year 2020 and the future horizon year of 2050.
- KYOVA will develop and/or maintain the current Travel Demand Model (TDM) to coincide with the 2020 Census and ensure it will provide the most relevant information for planning studies, traffic flow maps, freight analysis/movement, land-use attributes such as planned development/closures of hospitals and schools, etc. During development, KYOVA will coordinate with WVDOH, KYTC-Modal Branch, and ODOT for travel time segments and other similar data.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

Updated Travel Demand Model (TDM) for the base year 2020 and the future horizon year of 2050.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.

**381325: COMPLETE STREETS DESIGNATED ACTIVITY – WEST VIRGINIA**

ELEMENT NO.: 381325	TOTAL REVENUE	REVENUE			MAN HOURS		
COMPLETE STREETS DESIGNATED ACTIVITY - WV	\$19,250	WV	KY	OH	WV	KY	OH
		\$19,250	\$0	\$0	226	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 activities specifically directed toward the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation to provide an equitable and safe transportation network for travelers of all ages and abilities.

**METHODOLOGY**

KYOVA Staff will complete activities in support of the adopted Complete Streets Implementation/Prioritization Action Plan and will provide guidance to align future efforts and establish a clear path towards creating a sustainable multi-modal network for the KYOVA Region. Thus, creating a comprehensive, integrated, and connected transportation network for the KYOVA Region that balances the access, mobility, and safety needs of pedestrians, bicyclists, transit users, and motorists of all ages and abilities. This work element fulfills the support/implementation activities specifically directed toward the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation to utilize 2.5% of West Virginia PL funds to provide an equitable and safe transportation network for travelers of all ages and abilities as outlined in Section 11206 of BIL.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission.

**PRODUCTS**

Products and activities in support of the Complete Streets designated activities by reviewing current policies and/or make recommendations to set those policies to be in alignment with the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation and to identify and prioritize eligible projects for the KYOVA Region.

**PROFESSIONAL DEVELOPMENT**

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

**381425: COMPLETE STREETS DESIGNATED ACTIVITY – KENTUCKY**

ELEMENT NO.: 384125	TOTAL REVENUE	REVENUE			MAN HOURS		
COMPLETE STREETS DESIGNATED ACTIVITY – KY	\$4,675	WV	KY	OH	WV	KY	OH
		\$0	\$4,675	\$0	0	55	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 activities specifically directed toward the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation to provide an equitable and safe transportation network for travelers of all ages and abilities.

**METHODOLOGY**

KYOVA Staff will complete activities in support of the adopted Complete Streets Implementation/Prioritization Action Plan and will provide guidance to align future efforts and establish a clear path towards creating a sustainable multi-modal network for the KYOVA Region. Thus, creating a comprehensive, integrated, and connected transportation network for the KYOVA Region that balances the access, mobility, and safety needs of pedestrians, bicyclists, transit users, and motorists of all ages and abilities. This work element fulfills the support/implementation activities specifically directed toward the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation to utilize 2.5% of Kentucky PL funds to provide an equitable and safe transportation network for travelers of all ages and abilities as outlined in Section 11206 of BIL.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission.

**PRODUCTS**

Products and activities in support of the Complete Streets designated activities by reviewing current policies and/or make recommendations to set those policies to be in alignment with the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation and to identify and prioritize eligible projects for the KYOVA Region.

**PROFESSIONAL DEVELOPMENT**

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

**381525: COMPLETE STREETS DESIGNATED ACTIVITY – OHIO**

ELEMENT NO.: 381525	TOTAL REVENUE	REVENUE			MAN HOURS		
COMPLETE STREETS DESIGNATED ACTIVITY – OH	\$4,332	WV	KY	OH	WV	KY	OH
		\$0	\$0	\$4,332	0	0	51
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 activities specifically directed toward the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation to provide an equitable and safe transportation network for travelers of all ages and abilities.

**METHODOLOGY**

KYOVA Staff will complete activities in support of the adopted Complete Streets Implementation/Prioritization Action Plan and will provide guidance to align future efforts and establish a clear path towards creating a sustainable multi-modal network for the KYOVA Region. Thus, creating a comprehensive, integrated, and connected transportation network for the KYOVA Region that balances the access, mobility, and safety needs of pedestrians, bicyclists, transit users, and motorists of all ages and abilities. This work element fulfills the support/implementation activities specifically directed toward the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation to utilize 2.5% of Ohio PL funds to provide an equitable and safe transportation network for travelers of all ages and abilities as outlined in Section 11206 of BIL.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission.

**PRODUCTS**

Products and activities in support of the Complete Streets designated activities by reviewing current policies and/or make recommendations to set those policies to be in alignment with the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) Complete Streets regulation and to identify and prioritize eligible projects for the KYOVA Region.

**PROFESSIONAL DEVELOPMENT**

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

**381625: CABELL COUNTY TRANSPORTATION LAND USE STUDY**

*(FUNDING OBTAINED FROM WV PL FUNDS – CABELL COUNTY WILL PROVIDE THE MATCH)*

ELEMENT NO.: 381625	TOTAL REVENUE	REVENUE			MAN HOURS		
CABELL COUNTY LAND- USE STUDY	\$50,000	WV	KY	OH	WV	KY	OH
		\$50,000	\$0	\$0	59	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 complete a study that will evaluate land use and growth in Cabell County and its effect on the transportation network.

**METHODOLOGY**

KYOVA will hire a consultant to complete a study to evaluate land use and growth in Cabell County and its effect on the transportation network. The study will analyze areas of growth that take into account recent developments within the county such as Nucor Corporation and Alcon facility expansion on WV-2 and the Culloden Interchange on I-64 and how that will impact housing and transportation in the area. Population, employment, and other socioeconomic data will be used in the development of the study to understand travel demand and growth. In addition to addressing operational deficiencies, congestion management, and mobility concerns on the roadway network, the study will address safety, equity, and alternative modes of transportation. Following the completion of their Complete Streets Plan, projects will be prioritized that will meet the growth demand while addressing safety, equity, and alternative transportation modes. KYOVA will administer the project for a 10% fee. Cabell County will provide the matching funds.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission will lead the project with Cabell County, WV.

**PRODUCTS**

Comprehensive land use plan that will evaluate land use and growth in Cabell County and its effect on the transportation network. Items to be addressed will be recent developments, housing, population, employment, complete streets prioritization, electric vehicle charging and infrastructure which will lead to actionable strategies that support the region’s performance targets while addressing safety, equity and alternative transportation needs.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.

**381725: HIGHLAWN 3<sup>RD</sup> AND 5<sup>TH</sup> AVENUES CORRIDOR STUDY**

*(FUNDING OBTAINED FROM WV PL FUNDS – MATCH PROVIDED BY THE CITY OF HUNTINGTON, WV)*

ELEMENT NO.: 381725	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
NORFOLK SOUTHERN RAIL/TRAIL FEASIBILITY STUDY	\$100,000	\$100,000	\$0	\$0	118	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 complete a traffic study for the Highlawn neighborhood in Huntington, WV that will evaluate mobility and safety on US-60 (3<sup>rd</sup> & 5<sup>th</sup> Avenues) from 24<sup>th</sup> Street to 31<sup>st</sup> Street and surrounding roadways.

**METHODOLOGY**

KYOVA will hire a consultant to conduct a traffic study for the Highlawn neighborhood in Huntington, WV. The study will evaluate mobility and safety on US 60 (3<sup>rd</sup> and 5<sup>th</sup> Avenue) from 24<sup>th</sup> Street to 31<sup>st</sup> Street and surrounding roadways. The neighborhood is highly residential but also includes an elementary school and hospital and is bisected by a US Highway. The purpose of the study is to assess safety on roadways and at intersections for motorized and non-motorized traffic as well as to determine roadway improvements that will enhance mobility and connectivity within the neighborhood. KYOVA will administer the project for a 10% fee. The City of Huntington, WV will provide the match.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission will lead the project with the City of Huntington, WV.

**PRODUCTS**

Traffic study for the Highlawn neighborhood in Huntington, WV that will evaluate mobility and safety on US-60 (3<sup>rd</sup> & 5<sup>th</sup> Avenues) from 24<sup>th</sup> Street to 31<sup>st</sup> Street and surrounding roadways.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.

**381825: MULTIMODAL STUDY, CITY OF HUNTINGTON**

*(FUNDING OBTAINED FROM WV PL FUNDS – CITY OF HUNTINGTON WILL PROVIDE THE MATCH)*

ELEMENT NO.: 381825	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
HUNTINGTON, WV MULTIMODAL STUDY	\$ 50,000	\$ 50,000	\$0	\$0	59	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 the multi-modal facility, which is located near Marshall University’s new Business School on 4<sup>th</sup> Avenue. The configuration of this structure allows for all modes of transportation. The proposed facility would accommodate for the following: (1) The separation and provision of secured parking for the continuing growing downtown residential population; (2) Additional parking to meet the continuing growing public demand for parking and park and ride in the downtown Huntington area; (3) Safe parking out of the weather for bicycles and alternative modes of transportation utilized by residents locally traveling to downtown Huntington to catch public transportation; and (4) The introduction of electrical charging stations.

**METHODOLOGY**

KYOVA will hire a consultant to conduct a multi-modal facility study. KYOVA will administer the project for a 10% fee of the total cost of the project. The City of Huntington, WV will provide the match.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission will lead the project with the City of Huntington, WV.

**PRODUCTS**

Multi-modal study for the Marshall University surrounding area that will evaluate mobility and safety.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.



**381624: WV ROUTE 2/OH ROUTE 7 BRIDGE & PEL STUDY (WV SPECIFIC)**

FUNDING THROUGH KYOVA WV STBG FUNDS. MATCH PROVIDED BY THE VILLAGE OF BARBOURSVILLE)

ELEMENT NO.: 381624	TOTAL REVENUE	REVENUE			MAN HOURS		
OH RT 2/OH RT 7 BRIDGE PEL STUDY (WV SPECIFIC)	\$200,000	WV	KY	OH	WV	KY	OH
REVISED			\$200,000	\$0	\$0	0	0

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 complete a study to include PEL to assess and evaluate the need and location for a bridge between Barboursville WV and Proctorville, OH between WV Route 2 to OH Route 7. This new bridge crossing will examine traffic flow between Barboursville, WV and Proctorville, OH, which are located in the Huntington, WV-KY-OH urbanized Area. A bridge linking the two areas would serve as a vital component to enhance local and regional mobility and economic development for the tri-state area.

**METHODOLOGY**

During FY 2024, KYOVA hired a consultant to perform duties outlined in the scope of work, which KYOVA prepared with WVDOH and ODOT. Throughout the duration of this project, the Consultant will be available to provide related technical assistance and training to KYOVA staff members and stakeholders. The project will be funded at 80% federal and 10% local match from KYOVA and 10% from WVDOT. The Village of Barboursville, WV will provide the match. This is Year 2 of 2

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission will lead the project with participation by WVDOH and ODOT.

**PRODUCTS**

The consultant will prepare a final report – WV Route 2/OH Route 7 Bridge and PEL Study that will address regional mobility and economic development for the tri-state area.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.

**382124: OHIO RIVER VALLEY TRI-STATE COMPREHENSIVE SAFETY ACTION PLAN (SS4A)**

FUNDING SOURCE: FEDERAL SS4A

ELEMENT NO.: 382124	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
OH RIVER VALLEY TRI-STATE COMPREHENSIVE SAFETY ACTION PLAN	\$580,000	\$	\$0	\$0		0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 complete an Ohio River Valley Tri-State Comprehensive Safety Action Plan (SS4A) for the planning areas within KYOVA Interstate Planning Commission. Collected data will provide the information and data to apply for and successfully compete for SS4A Implementation Grants working toward achieving zero roadway fatalities and serious injuries in our rural and socioeconomically disadvantaged region.

**METHODOLOGY**

KYOVA will complete the Ohio River Valley Tri-State Comprehensive Safety Action Plan for the tri-state planning area of KYOVA. During FY 2024 a consultant was hired to complete the study as outlined in the coordinated scope of work. This is Year 2 of 2.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission.

**PRODUCTS**

An Ohio River Valley Tri-State Comprehensive Safety Action Plan for the KYOVA planning area within the Huntington, WV-KY-OH that will provide that will provide the information and data to apply for and successfully compete for SS4A Implementation Grants.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.

**382024: US-60/KY-180 CORRIDOR MANAGEMENT STUDY (KY SPECIFIC)**

FUNDED THROUGH KY MPO DISCRETIONARY FUNDS AT 80/20. BOYD COUNTY FISCAL COURT WILL PROVIDE MATCH.

ELEMENT NO.: 382024	TOTAL REVENUE	REVENUE			MAN HOURS		
US60/KY180 CORRIDOR MGT STUDY (KY SPECIFIC)	\$250,000	WV	KY	OH	WV	KY	OH
		\$0	\$250,000	\$0	0	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 conduct a Corridor Management Study to evaluate the existing infrastructure and facilities to identify where needs to support future development along US-60/KY-180 from the intersection at KY-3 to the Ashland City Limits in Boyd County, KY.

**METHODOLOGY**

During FY 2024 a consultant was procured through the KYTC On-Call Consultant pool. The Scope of work was developed and adopted during FY 2024 between KYOVA, Boyd County Fiscal Court and the consultant to complete a US-60/KY-180 Corridor Management Study beginning at the intersection at KY-3 to the Ashland City Limits. Within the study, the consultant will evaluate roadway deficiencies, intersection/access points, potential land-use, and identify solutions to accommodate growth within the region. Funding will be provided through the KY MPO Discretionary funds at 80% federal and 20% local match. Boyd County Fiscal Court will provide the 20% local match. KYOVA will administer the project. This is Year 2 of 2

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission.

**PRODUCTS**

A detailed Corridor Management Study for the US-60/KY-180 corridor between the intersection at KY-3 to the Ashland City Limits.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.

**382124: OHIO RIVER VALLEY TRI-STATE COMPREHENSIVE SAFETY ACTION PLAN (SS4A)**

FUNDING SOURCE: FEDERAL SS4A

ELEMENT NO.: 382124	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
OH RIVER VALLEY TRI-STATE COMPREHENSIVE SAFETY ACTION PLAN	\$580,000	\$	\$0	\$0		0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 complete an Ohio River Valley Tri-State Comprehensive Safety Action Plan (SS4A) for the planning areas within KYOVA Interstate Planning Commission. Collected data will provide the information and data to apply for and successfully compete for SS4A Implementation Grants working toward achieving zero roadway fatalities and serious injuries in our rural and socioeconomically disadvantaged region.

**METHODOLOGY**

KYOVA will complete the Ohio River Valley Tri-State Comprehensive Safety Action Plan for the tri-state planning area of KYOVA. During FY 2024 a consultant was hired to complete the study as outlined in the coordinated scope of work. This is Year 2 of 2.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission.

**PRODUCTS**

An Ohio River Valley Tri-State Comprehensive Safety Action Plan for the KYOVA planning area within the Huntington, WV-KY-OH that will provide that will provide the information and data to apply for and successfully compete for SS4A Implementation Grants.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.

**382224: NORFOLK SOUTHERN RAIL/TRAIL FEASIBILITY STUDY**

(FUNDING OBTAINED FROM KYOVA’S STBG PROGRAM SUB-ALLOCATION – WAYNE COUNTY/HADCO WILL PROVIDE MATCH)

ELEMENT NO.: 382224	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
NORFOLK SOUTHERN RAIL/TRAIL FEASIBILITY STUDY	\$100,000	\$100,000	\$0	\$0	0	0	0
REVISED							

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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 complete a feasibility study for the development of a rail trail on the old Norfolk Southern line in Wayne County, WV. This study will provide data to substantiate future project development that will further the economic development and tourism efforts in the tri-state area.

**METHODOLOGY**

KYOVA hired a consultant during FY 2024 to perform duties outlined in the scope of work, which KYOVA prepared with Wayne County and HADCO. The consultant, if required, will arrange and hold public meetings and provide handouts and materials during these meetings and provide regular updates as designated in the scope of work. The project will be funded at 80% federal through the KYOVA Surface Transportation Block Grant (STBG) Program. The 20% local match will be provided by Wayne County and/or HADCO through the Benedum Grant they received. The consultant will be available to provide related technical assistance and training to the KYOVA staff and regional stakeholders for the duration of this project. This is Year 2 of 2.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission will lead the project with participation by Wayne County and HADCO.

**PRODUCTS**

The consultant will prepare a final report – Norfolk Southern Rail Trail Feasibility Study that will include potential economic development and tourism opportunities. Estimated completion on or before June 30, 2025.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.

**382125: LAWRENCE COUNTY, OHIO FREIGHT PLAN/CONGESTION MANAGEMENT PROCESS (CMP) UPDATE**

**(PID: 121593)** FUNDING OBTAINED FROM OHIO STBG

ELEMENT NO.: 382125	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
LAWRENCE COUNTY, OHIO PROJECT	\$30,000	\$0	\$0	\$30,000	0	0	0
REVISED							

Funding Amount: \$30,000 (\$24,000 federal - \$6,000 toll credit)

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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

**GOAL:** To complete a comprehensive regional freight plan and updated congestion management process for the Huntington, WV-KY-OH urbanized area. The freight plan will include but not be limited to performing analyses using Streetlight and INRIX data and making recommendations through a prioritization process to include into the MTP. The updated congestion management process will include but not be limited to utilizing big data such as Streetlight and INRIX, working to identify congested areas, and analyzing those areas to recommend solutions. Limited activity to update the Travel Demand Model (TDM) to include a new base year of 2020 and interim years of 2025, 2035, 2045 and 2050 for the horizon year will occur. Activities will include but not be limited to updating by Mode (Network, SE Data), calibrations, model documentation, and model package.

**METHODOLOGY**

KYOVA will hire a consultant to complete a comprehensive regional freight plan and to updated KYOVA's Congestion Management Process (CMP). Limited time will be allocated to KYOVA's Transportation Demand Model (TDM) update for the Huntington, WV-KY-OH urbanized area, specifically for the urbanized area of Lawrence County, Ohio. KYOVA will administer the project.

**RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

**PRODUCTS**

KYOVA Regional Freight Plan, updated Congestion Management Process (CMP) and work to accommodate the travel forecast model update for 2020 base year consistent with input from 2020 census and the most current American Community Survey (ACS) demographics, recent employment allocation and recent travel characteristics.

**PROFESSIONAL DEVELOPMENT**

Limited travel will be required of the KYOVA Staff.

**385125: KENTUCKY 5303 TRANSIT PLANNING**

(FTA BUDGET CODE: 44.21.00)

ELEMENT NO.: 385125	TOTAL REVENUE	REVENUE			MAN HOURS		
		WV	KY	OH	WV	KY	OH
KENTUCKY 5303 TRANSIT PLANNING	\$78,670	\$0	\$78,670	\$0	0	926	0

**WORK SCHEDULE (JULY 1, 2024 THROUGH JUNE 30, 2025)**

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**

Transit plays an important role in transportation planning. To fully understand and to plan for the future of transit there must be a collaborative effort between agencies and organizations to identify strategies and goals that encourage participation by all users that will increase access to public transit. KYOVA will employ the following methods to facilitate transit planning.

1. Transit Planning and Coordination Activities

KYOVA will support and promote transit planning activities that provide critical services that connect all members of the community with jobs, healthcare, school, and other opportunities. These activities may include but not be limited to:

- KYOVA will provide technical support for FTA Section 5307, 5303, 5310, and 5303 transit programs and activities 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.
- 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), the Policy Committee (PC), the Transit Providers Committee.
- 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.
- Evaluate opportunities to provide critical services that connect all members of the community with jobs, healthcare, school, and other opportunities; as well as completion of administrative activities and reports.
- Provide Section 5310 application assistance to Ashland Bus System/City of Ashland and other transit service providers and decision-makers (Regional Models of Cooperation).

- Identification of priority projects for seniors, individuals with disabilities and individuals with lower incomes; collection of data/surveys regarding ridership.
  - To achieve better intermodal connectivity KYOVA will coordinate integration with bicycle and pedestrian planning and projects.
  - 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.
  - Model and/or map transit projects and explore the opportunities to increase transit ridership and evaluate opportunities to increase access to public transportation as a component of the federally mandated Congestion Management Process (CMP).
  - Work with transit agencies to monitor and record of service indicators of fixed route and demand response services to compare service standards on a system-side and route level basis.
  - KYOVA will hold and/or participate in meetings which include representatives from transit agencies, human service agencies, private providers, and individuals with disabilities;
  - Support Transit Oriented Development (TOD).
  - To advance racial equity and support for the underserved and disadvantaged communities (EO 13985), KYOVA will coordinate with providers of public transportation.
  - Work with transit agencies to review and/or recommend routes or service changes regarding the Ashland Bus System (ABS) by data collection and analysis 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.
  - Database and GIS/data file of the ABS 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.
  - Assist in identifying a state of good repair that will help the transit agencies in prioritizing projects and funding as addressed in the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) and previous transportation legislation (FAST Act).
2. Administration and Reporting
- Perform TIP and MTP updates (Administrative Modification, Amendments) and update financial tables within these documents to ensure project inclusion into the Kentucky STIP through updates, administrative modifications, and amendments. These efforts will be coordinated with KYTC – Office of Transportation Delivery, KYTC – Central Office/Division of Planning and the Ashland Bus System.
  - Unified Planning Work Program activities to include amendments and/or modifications to the FY 2025 UPWP; Draft and final approval of FY 2026 UPWP;
  - 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.
  - Maintain current and up to date Title VI/Environmental Justice/LEP Plan updates and reports
  - Preparation and distribution of the “Annual Federally Obligated Funds” report as specified by KYTC Central Office/Division of Planning.
  - Assistance to transit providers with the Transit Asset Management (TMA) Plan, the Public Transportation Agency Safety Plan (PTASP)
  - Maintain and document agency MOUs and/or “Split Letter” regarding Sections 5310, 5307, and 5339.



- Monitor and implement Performance Measures, as coordinated with WVDOT/WVDOH, KYTC, ODOT, FHWA, FTA, etc., related to transit asset management and transit safety that are consistent with the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) federal transportation legislation.
  - Coordinated Public Transit-Human Services Transportation Plan maintenance and update, as needed.
3. All other transit related activities and/or projects  
All other transit related activities and/or projects not specifically identified in the Transportation Planning and Coordination Activities (#1) or Administration and Reporting (#2).

#### **RESPONSIBLE AGENCY**

KYOVA Interstate Planning Commission

#### **PRODUCTS**

1. Transit planning support, assistance, and coordination for the KY portion of the KYOVA Planning area.
2. Transit administration and reporting activities in the KY portion of the KYOVA Planning Area to include the TIP, MTP, Title VI/LEP, Performance Measures, Coordinated Public Transit-Human Services Transit Plan, etc.
3. All other activities and/or projects not specified above relating to transit planning items #1 and #2.

#### **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/training, 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 2025**

## **Unified Planning Work Program**

### **SECTION III**

### **Budget**

4/19/2024		KYOVA INTERSTATE PLANNING COMMISSION FUNCTIONAL AGENCY RESPONSIBILITY BUDGET SUMMARY TABLE I FY-2025		
WORK ELEMENT	PROJECT CODE 380	KYOVA/HAIATS		TOTAL
	TRANSPORTATION PLANNING - WV/KY/OH JOINT PLANNING ELEMENTS	TOTAL		
380125	MANAGEMENT AND ADMINISTRATION	\$131,297		\$131,297
380225	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT	\$174,000		\$174,000
380325	METROPOLITAN TRANSPORTATION PLANNING (MTP)	\$75,449		\$75,449
380425	TRANSPORTATION SURVEILLANCE AND GIS	\$124,963		\$124,963
380525	AIR QUALITY PLANNING	\$40,000		\$40,000
380625	PUBLIC PARTICIPATION	\$42,436		\$42,436
380725	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING	\$62,839		\$62,839
	<b>TOTAL JOINT FUNDED</b>	<b>\$650,984</b>		<b>\$650,984</b>
	<b>TRANSIT PLANNING WEST VIRGINIA/OHIO ONLY</b>			
380825	TRANSIT AND HUMAN SERVICES PLANNING WV&OH	\$130,476		\$130,476
	<b>TOTAL WV/OH TRANSIT FUNDS</b>	<b>\$130,476</b>		<b>\$130,476</b>
	<b>TOTAL JOINT FUNDS &amp; WV/OH TRANSIT</b>	<b>\$781,460</b>		<b>\$781,460</b>
	<b>STATE SPECIFIC PROJECT</b>			
380925	SECTION 5310 TMA TRANSIT ADMINISTRATION (SHARED WITH TTA)	\$11,500		\$11,500
381025	KYOVA/RIC JOINT TMA COORDINATION (WV)	\$10,000		\$10,000
381125	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE	\$20,500		\$20,500
381225	TRAVEL DEMAND MODEL	\$6,088		\$6,088
381325	COMPLETE STREETS - WV	\$19,250		\$19,250
381425	COMPLETE STREETS - KY	\$4,675		\$4,675
381525	COMPLETE STREETS - OH	\$4,332		\$4,332
381625	CABELL COUNTY LAND USE	\$50,000		\$50,000
381725	HIGHLAWN 3RD & 5TH AVENUE STUDY	\$100,000		\$100,000
381825	MULTIMODAL STUDY CITY OF HUNTINGTON	\$50,000		\$50,000
381925	FREIGHT STUDY - WV	\$50,000		\$50,000
382025	CMP/MODEL - WV	\$50,000		\$50,000
382125	LAWRENCE CO., OH FREIGHT PLAN/CMP <small>PID 121593</small>	\$30,000		\$30,000
381624	WV RT 2/ OH RT 7 BRIDGE (WV)	\$200,000		\$200,000
382024	BOYD COUNTY US60/KY 180 CORRIDOR MANGEMENT STUDY	\$250,000		\$250,000
382224	NORFOLK SOUTHERN RAIL TRAIL STUDY	\$100,000		\$100,000
	<b>STATE SPECIFIC PROJECTS</b>	<b>\$956,345</b>		<b>\$956,345</b>
	<b>TOTAL STATE SPECIFIC FUNDING</b>	<b>\$956,345</b>		<b>\$956,345</b>
	<b>KENTUCKY TRANSIT (5303) PLANNING</b>			
385125	KENTUCKY 5303 TRANSIT PLANNING	\$78,670		\$78,670
	<b>TOTAL KENTUCKY TRANSIT</b>	<b>\$78,670</b>		<b>\$78,670</b>
	<b>TOTAL KY FTA TRANSIT FUNDS</b>	<b>\$78,670</b>		<b>\$78,670</b>
	<b>TOTAL HAIATS BUDGET</b>	<b>\$1,816,475</b>		<b>\$1,816,475</b>



TABLE III  
KYOVA INTERSTATE PLANNING COMMISSION  
PROGRAM YEAR FY 2025  
JOINT FUNDED ELEMENTS/STATE SPECIFIC ELEMENTS

ELEMENT	TRANSPORTATION PLANNING	TOTAL	TOTAL ODOT FUNDS	OHIO	OHIO FHWA	ODOT STATE	KYOVA LOCAL	PLANNING FUNDS				SURFACE TRANSPORTATION PLANNING FUNDS				TTA TRANSIT CONTINGENCY FUNDS				PLANNING FUNDS				STP FUNDS				KYTC - FTA			FHWA	LAWRENCE							
								TOTAL WV FUNDS	WV FHWA	STATE MATCH	KYOVA LOCAL	WV	WV	STATE MATCH	KYOVA LOCAL	KYOVA LOCAL	5310	TRANSIT	TRANSIT	WV	TOTAL KY FUNDS	KY PL FUNDS	KY STATE MATCH	KYOVA LOCAL	KY STATE	KY FUNDS	KYOVA LOCAL	KY CRRSAA	KY FTA 5303	KY FTA 5303	FTA 5303 CASH		CO. TRANSIT						
		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%						
380125	MANAGEMENT AND ADMINISTRATION																																						
	BUDGETED AMOUNT	131,297	24,946	0	19,956	2,495	2,495	65,649	52,519	6,565	6,565	0	0	0	0	0	0	0	0	0	40,702	32,562	2,034	6,106	0	0	0	0	0	0	0	0	0	0					
380225	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT																																						
	BUDGETED AMOUNT	174,000	33,060	0	26,448	3,306	3,306	87,000	69,600	8,700	8,700	0	0	0	0	0	0	0	0	0	53,940	43,151	2,697	8,091	0	0	0	0	0	0	0	0	0	0	0				
380325	METROPOLITAN TRANSPORTATION PLANNING (MTP)																																						
	BUDGETED AMOUNT	75,449	14,335	0	11,468	1,433	1,434	37,725	30,181	3,772	3,772	0	0	0	0	0	0	0	0	0	23,389	18,712	1,169	3,508	0	0	0	0	0	0	0	0	0	0	0				
380425	TRANSPORTATION SURVEILLANCE AND GIS																																						
	BUDGETED AMOUNT	124,963	23,743	0	18,995	2,374	2,374	62,481	49,985	6,248	6,248	0	0	0	0	0	0	0	0	0	38,739	30,991	1,937	5,811	0	0	0	0	0	0	0	0	0	0	0	0			
380525	AIR QUALITY PLANNING																																						
	BUDGETED AMOUNT	40,000	7,600	0	6,080	760	760	20,000	16,000	2,000	2,000	0	0	0	0	0	0	0	0	0	12,400	9,920	620	1,859	0	0	0	0	0	0	0	0	0	0	0	0			
380625	PUBLIC PARTICIPATION																																						
	BUDGETED AMOUNT	42,436	8,063	0	6,450	806	807	21,218	16,974	2,122	2,122	0	0	0	0	0	0	0	0	0	13,155	10,524	658	1,973	0	0	0	0	0	0	0	0	0	0	0	0	0		
380725	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING																																						
	BUDGETED AMOUNT	62,839	11,940	0	9,552	1,194	1,194	31,419	25,136	3,142	3,141	0	0	0	0	0	0	0	0	0	19,480	0	0	0	19,480	15,584	3,896	0	0	0	0	0	0	0	0	0	0		
	TOTAL JOINT FUNDED	650,984	123,687	0	98,949	12,368	12,370	325,492	260,395	32,549	32,548	0	0	0	0	0	0	0	0	0	201,805	145,860	9,116	27,349	19,480	15,584	3,896	0	0	0	0	0	0	0	0	0			
380825	TRANSIT AND HUMAN SERVICES PLANNING WV&OH																																						
	BUDGETED AMOUNT	130,476	39,143	0	31,315	3,914	3,914	91,333	73,065	9,134	9,134	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 TRANSIT WEST VIRGINIA/OHIO	130,476	39,143	0	31,315	3,914	3,914	91,333	73,065	9,134	9,134	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 JOINT FUNDED/TRANSIT	781,460	162,830	0	130,264	16,282	16,284	416,825	333,460	41,683	41,682	0	0	0	0	0	0	0	0	0	201,805	145,860	9,116	27,349	19,480	15,584	3,896	0	0	0	0	0	0	0	0	0	0		
	WEST VIRGINIA STATE SPECIFIC PROJECTS																																						
380925	SECTION 5310 TMA TRANSIT ADMINISTRATION (SHARED WITH TTA)																																						
	BUDGETED AMOUNT	11,500	0	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	0	0	0	0		
381025	KYOVA/RIC JOINT TMA COORDINATION (WV)																																						
	BUDGETED AMOUNT	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	0	0	0	0	0	0	
381325	COMPLETE STREETS - WV																																						
	BUDGETED AMOUNT	19,250	0	0	0	0	0	19,250	0	0	0	19,250	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	
381625	CABELL COUNTY LAND USE																																						
	BUDGETED AMOUNT	50,000	0	0	0	0	0	50,000	40,000	5,000	5,000	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	
381725	HIGHLAWN 3RD & 5TH AVENUE STUDY																																						
	BUDGETED AMOUNT	100,000	0	0	0	0	0	100,000	80,000	10,000	10,000	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	
381825	MULTIMODAL STUDY CITY OF HUNTINGTON																																						
	BUDGETED AMOUNT	50,000	0	0	0	0	0	50,000	40,000	5,000	5,000	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
381925	FREIGHT STUDY - WV																																						
	BUDGETED AMOUNT	50,000	0	0	0	0	0	50,000	40,000	5,000	5,000	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
382025	CMP/MODEL - WV																																						
	BUDGETED AMOUNT	50,000	0	0	0	0	0	50,000	40,000	5,000	5,000	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
381624	WV RT 2/ OH RT 7 BRIDGE (WV)																																						
	BUDGETED AMOUNT	200,000	0	0	0	0	0	200,000	160,000	0	0	200,000	160,000	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
382224	NORFOLK SOUTHERN RAIL TRAIL STUDY																																						
	BUDGETED AMOUNT	100,000	0	0	0	0	0	100,000	80,000	0	0	100,000	80,000	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
	TOTAL WV STATE SPECIFIC PROJECT	640,750	0	0	0	0	0	310,000	248,000	31,000	31,000	319,250	240,000	0	0	60,000	11,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	OHIO STATE SPECIFIC																																						
381125	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE</																																						

4/19/2024

TABLE III  
KYOVA INTERSTATE PLANNING COMMISSION  
PROGRAM YEAR FY 2025

WEST VIRGINIA PORTION ONLY

JOINT FUNDED ELEMENTS/STATE SPECIFIC ELEMENTS

ELEMENT	DESCRIPTION	TOTAL	JOINT PLANNING FUNDS				SURFACE TRANSPORTATION PLANNING FUNDS				
			TOTAL WV FUNDS	WV FHWA	STATE MATCH	KYOVA LOCAL	WV TOTAL	WV STP FUNDS	STATE MATCH	KYOVA LOCAL	KYOVA LOCAL
	<b>TRANSPORTATION PLANNING</b>	100%	50%	80%	10%	10%	100%	80%	10%	10%	20%
380125	MANAGEMENT AND ADMINISTRATION										
	BUDGETED AMOUNT	131,297	65,649	52,519	6,565	6,565	0	0	0	0	
380225	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT										
	BUDGETED AMOUNT	174,000	87,000	69,600	8,700	8,700	0	0	0	0	
380325	METROPOLITAN TRANSPORTATION PLANNING (MTP)										
	BUDGETED AMOUNT	75,449	37,725	30,181	3,772	3,772	0	0	0	0	
380425	TRANSPORTATION SURVEILLANCE AND GIS										
	BUDGETED AMOUNT	124,963	62,481	49,985	6,248	6,248	0	0	0	0	
380525	AIR QUALITY PLANNING										
	BUDGETED AMOUNT	40,000	20,000	16,000	2,000	2,000	0	0	0	0	
380625	PUBLIC PARTICIPATION										
	BUDGETED AMOUNT	42,436	21,218	16,974	2,122	2,122	0	0	0	0	
380725	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING										
	TOTAL JOINT FUNDED	650,984	325,492	260,395	32,549	32,548	0	0	0	0	
380825	TRANSIT AND HUMAN SERVICES PLANNING WV&OH										
	BUDGETED AMOUNT	130,476	91,333	73,065	9,134	9,134	0	0	0	0	
	TOTAL TRANSIT WEST VIRGINIA/OHIO	130,476	91,333	73,065	9,134	9,134	0	0	0	0	
	TOTAL JOINT FUNDED/TRANSIT	781,460	416,825	333,460	41,683	41,682	0	0	0	0	
	<u>WEST VIRGINIA STATE SPECIFIC PROJECTS</u>										
	WV - TRI STATE TRANSIT (TTA) STATE SPECIFIC PROJECT										
380925	SECTION 5310 TMA TRANSIT ADMINISTRATION (SHARED WITH TTA)	11,500	0	0	0	0	0	0	0	0	0
	TOTAL WV - TTA STATE SPECIFIC PROJECT	11,500	0	0	0	0	0	0	0	0	0
381025	KYOVA/RIC JOINT TMA COORDINATION (WV)	10,000	10,000	8,000	1,000	1,000	0	0	0	0	0
381325	COMPLETE STREETS - WV	19,250	0	0	0	0	19,250	0	0	0	0
381625	CABELL COUNTY LAND USE	50,000	50,000	40,000	5,000	5,000	0	0	0	0	0
381725	HIGHLAWN 3RD & 5TH AVENUE STUDY	100,000	100,000	80,000	10,000	10,000	0	0	0	0	0
381825	MULTIMODAL STUDY CITY OF HUNTINGTON	50,000	50,000	40,000	5,000	5,000	0	0	0	0	0
381925	FREIGHT STUDY - WV	50,000	50,000	40,000	5,000	5,000	0	0	0	0	0
382025	CMP/MODEL - WV	50,000	50,000	40,000	5,000	5,000	0	0	0	0	0
381624	WV RT 2/ OH RT 7 BRIDGE (WV)	200,000	0	0	0	0	200,000	160,000	0	40,000	0
382224	NORFOLK SOUTHERN RAIL TRAIL STUDY	100,000	0	0	0	0	100,000	80,000	0	20,000	0
	TOTAL OTHER WV STATE SPECIFIC PROJECTS	629,250	310,000	248,000	31,000	31,000	319,250	240,000	0	60,000	0
	TOTAL WV STATE SPECIFIC PROJECTS	629,250	310,000	248,000	31,000	31,000	319,250	240,000	0	120,000	0
	<u>OHIO STATE SPECIFIC</u>						0	0	0	0	0
381125	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE	20,500	0	0	0	0	0	0	0	0	0
381225	TRAVEL DEMAND MODEL	6,088	0	0	0	0	0	0	0	0	0
381525	COMPLETE STREETS - OH	4,332	0	0	0	0	0	0	0	0	0
382125	LAWRENCE CO., OH FREIGHT PLAN/CMP PID 121593	30,000	0	0	0	0	0	0	0	0	0
	TOTAL OHIO STATE SPECIFIC PROJECT	60,920	0	0	0	0	0	0	0	0	0
	<u>KENTUCKY STATE SPECIFIC/STP</u>										
381425	COMPLETE STREETS - KY	4,675									
382024	BOYD COUNTY US60/KY 180 CORRIDOR MANGEMENT STUDY	250,000									
	TOTAL KY STATE SPECIFIC PROJECT	254,675	0	0	0	0	0	0	0	0	0
	TOTAL STATE SPECIFIC	956,345	310,000	248,000	31,000	31,000	319,250	240,000	0	0	0
	<u>200 KENTUCKY TRANSIT (5303) PLANNING</u>										
385125	KENTUCKY 5303 TRANSIT PLANNING	78,670	0	0	0	0	0	0	0	0	0
	TOTAL KY - FTA TRANSIT	78,670	0	0	0	0	0	0	0	0	0
	FTA - KENTUCKY STATE SPECIFIC PROJECT										
	TOTAL FTA - TRANSIT	78,670	0	0	0	0	0	0	0	0	0
	<b>TOTAL BUDGET</b>	<b>1,816,475</b>	<b>726,825</b>	<b>581,460</b>	<b>72,683</b>	<b>72,682</b>	<b>319,250</b>	<b>240,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

4/19/2024

**OHIO PORTION ONLY**

TABLE III  
KYOVA INTERSTATE PLANNING COMMISSION  
PROGRAM YEAR FY 2025  
JOINT FUNDED ELEMENTS/STATE SPECIFIC ELEMENTS

ELEMENT	TRANSPORTATION PLANNING	TOTAL	TOTAL ODOT FUNDS	OHIO	OHIO FHWA	ODOT STATE	KYOVA LOCAL
		100%	19.0000%	100%	80%	10%	10%
380125	MANAGEMENT AND ADMINISTRATION						
	BUDGETED AMOUNT	131,297	24,946	0	19,956	2,495	2,495
380225	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT						
	BUDGETED AMOUNT	174,000	33,060	0	26,448	3,306	3,306
380325	METROPOLITAN TRANSPORTATION PLANNING (MTP)						
	BUDGETED AMOUNT	75,449	14,335	0	11,468	1,433	1,434
380425	TRANSPORTATION SURVEILLANCE AND GIS						
	BUDGETED AMOUNT	124,963	23,743	0	18,995	2,374	2,374
380525	AIR QUALITY PLANNING						
	BUDGETED AMOUNT	40,000	7,600	0	6,080	760	760
380625	PUBLIC PARTICIPATION						
	BUDGETED AMOUNT	42,436	8,063	0	6,450	806	807
380725	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING						
	BUDGETED AMOUNT	62,839	11,939	0	9,552	1,194	1,194
	TOTAL JOINT FUNDED	650,984	123,687	0	98,949	12,368	12,370
					0	0	0
380825	TRANSIT AND HUMAN SERVICES PLANNING WV&OH						
	BUDGETED AMOUNT	130,476	39,143	0	31,315	3,914	3,914
	TOTAL TRANSIT WEST VIRGINIA/OHIO	130,476	39,143	0	31,315	3,914	3,914
	TOTAL JOINT FUNDED/TRANSIT	781,460	162,830	0	130,264	16,282	16,284
	WEST VIRGINIA STATE SPECIFIC PROJECTS						
	WV - TRI STATE TRANSIT (TTA) STATE SPECIFIC PROJECT						
380925	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
381025	KYOVA/RIC JOINT TMA COORDINATION (WV)	10,000	0	0	0	0	0
381325	COMPLETE STREETS - WV	19,250	0	0	0	0	0
381625	CABELL COUNTY LAND USE	50,000					
381725	HIGHLAWN 3RD & 5TH AVENUE STUDY	100,000					
381825	MULTIMODAL STUDY CITY OF HUNTINGTON	50,000					
381925	FREIGHT STUDY - WV	50,000					
382025	CMP/MODEL - WV	50,000					
381624	WV RT 2/ OH RT 7 BRIDGE (WV)	200,000					
382224	NORFOLK SOUTHERN RAIL TRAIL STUDY	100,000					
	TOTAL WV STATE SPECIFIC PROJECT	629,250	0	0	0	0	0
	OHIO STATE SPECIFIC						
381125	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE	20,500	0	0	0	0	0
381225	TRAVEL DEMAND MODEL	6,088	6,088	0	4,871	608	609
381525	COMPLETE STREETS - OH	4,332	4,332	0	3,467	434	431
382125	LAWRENCE CO., OH FREIGHT PLAN/CMP PID 121593	30,000	30,000	30,000	0	0	0
	TOTAL OHIO STATE SPECIFIC PROJECT	60,920	40,420	30,000	8,338	1,043	1,041
	KENTUCKY STATE SPECIFIC						
381425	COMPLETE STREETS - KY	4,675					
382024	BOYD COUNTY US60/KY 180 CORRIDOR MANGEMENT STUDY	250,000					
	TOTAL KENTUCKY STATE SPECIFIC	254,675					
	TOTAL STATE SPECIFIC	956,345	40,420	30,000	8,338	1,043	1,041
	KENTUCKY TRANSIT (5303) PLANNING						
385125	KENTUCKY 5303 TRANSIT PLANNING	78,670	0	0	0	0	0
	TOTAL KY - FTA TRANSIT	78,670	0	0	0	0	0
			0	0	0	0	0
	FTA - KENTUCKY STATE SPECIFIC PROJECT						
	TOTAL BUDGET	1,816,475	203,250	30,000	138,602	17,325	17,325

4/19/2024

**KENTUCKY PORTION ONLY**

TABLE III  
 KYOVA INTERSTATE PLANNING COMMISSION  
 PROGRAM YEAR FY 2025  
 JOINT FUNDED ELEMENTS/STATE SPECIFIC ELEMENTS

ELEMENT	DESCRIPTION	TOTAL	PLANNING FUNDS				STP FUNDS				
			TOTAL KY FUNDS	KY PL FUNDS	KY STATE MATCH	KYOVA LOCAL	KY STATE SPECIFIC	KY FUNDS	KY STATE MATCH	KYOVA LOCAL	KYOVA LOCAL
	<b>TRANSPORTATION PLANNING</b>	100%	31%	80%	5%	15%					
380125	MANAGEMENT AND ADMINISTRATION										
	BUDGETED AMOUNT	131,297	40,702	32,562	2,034	6,106	0	0	0	0	0
380225	SHORT RANGE/TRANSPORTATION IMPROVEMENT PROGRAM (TIP) & TIP MANAGEMENT										
	BUDGETED AMOUNT	174,000	53,940	43,151	2,697	8,091	0	0	0	0	0
380325	METROPOLITAN TRANSPORTATION PLANNING (MTP)										
	BUDGETED AMOUNT	75,449	23,389	18,712	1,169	3,508	0	0	0	0	0
380425	TRANSPORTATION SURVEILLANCE AND GIS										
	BUDGETED AMOUNT	124,963	38,739	30,991	1,937	5,811	0	0	0	0	0
380525	AIR QUALITY PLANNING										
	BUDGETED AMOUNT	40,000	12,400	9,920	620	1,859	0	0	0	0	0
380625	PUBLIC PARTICIPATION										
	BUDGETED AMOUNT	42,436	13,155	10,524	658	1,973	0	0	0	0	0
380725	SURFACE TRANSPORTATION PROGRAM (STP) PLANNING										
	BUDGETED AMOUNT	62,839	0	0	0	0	19,480	15,584	0	0	3,896
	<b>TOTAL JOINT FUNDED</b>	650,984	201,805	145,860	9,116	27,349	19,480	15,584	0	0	3,896
380825	TRANSIT AND HUMAN SERVICES PLANNING WV&OH										
	BUDGETED AMOUNT	130,476	0	0	0	0	0	0	0	0	0
	<b>TOTAL TRANSIT WEST VIRGINIA/OHIO</b>	130,476	0	0	0	0	0	0	0	0	0
	<b>TOTAL JOINT FUNDED/TRANSIT</b>	781,460	201,805	145,860	9,116	27,349	19,480	15,584	0	0	3,896
	<u>WEST VIRGINIA STATE SPECIFIC PROJECTS</u>										
	WV - TRI STATE TRANSIT (TTA) STATE SPECIFIC PROJECT										
380925	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
381025	KYOVA/RIC JOINT TMA COORDINATION (WV)	10,000	0	0	0	0	0	0	0	0	0
381325	COMPLETE STREETS - WV	19,250	0	0	0	0	0	0	0	0	0
381625	CABELL COUNTY LAND USE	50,000	0	0	0	0	0	0	0	0	0
381725	HIGHLAWN 3RD & 5TH AVENUE STUDY	100,000	0	0	0	0	0	0	0	0	0
381825	MULTIMODAL STUDY CITY OF HUNTINGTON	50,000	0	0	0	0	0	0	0	0	0
381925	FREIGHT STUDY - WV	50,000	0	0	0	0	0	0	0	0	0
382025	CMP/MODEL - WV	50,000	0	0	0	0	0	0	0	0	0
381624	WV RT 2/ OH RT 7 BRIDGE (WV)	200,000	0	0	0	0	0	0	0	0	0
382224	NORFOLK SOUTHERN RAIL TRAIL STUDY	100,000	0	0	0	0	0	0	0	0	0
	<b>TOTAL WV STATE SPECIFIC PROJECTS</b>	629,250	0	0	0	0	0	0	0	0	0
	<u>OHIO STATE SPECIFIC</u>										
381125	LAWRENCE COUNTY, OH TRANSIT PLANNING - DEV FIXED ROUTE	20,500	0	0	0	0	0	0	0	0	0
381225	TRAVEL DEMAND MODEL	6,088	0	0	0	0	0	0	0	0	0
381525	COMPLETE STREETS - OH	4,332	0	0	0	0	0	0	0	0	0
382125	LAWRENCE CO., OH FREIGHT PLAN/CMP PID 121593	30,000	0	0	0	0	0	0	0	0	0
	<b>TOTAL OHIO STATE SPECIFIC PROJECT</b>	60,920	0	0	0	0	0	0	0	0	0
	<u>KENTUCKY STATE SPECIFIC/STP</u>										
381425	COMPLETE STREETS - KY	4,675	4,675	3,740	234	701					
382024	BOYD COUNTY US60/KY 180 CORRIDOR MANGEMENT STUDY	250,000	250,000	0	0	0	250,000	200,000	0	0	50,000
	<b>TOTAL KY STATE SPECIFIC PROJECT</b>	254,675	254,675	3,740	234	701	250,000	200,000	0	0	50,000
	<b>TOTAL STATE SPECIFIC</b>	254,675	254,675	3,740	234	701	250,000	200,000	0	0	50,000
200	200 KENTUCKY TRANSIT (5303) PLANNING										
385125	KENTUCKY 5303 TRANSIT PLANNING	78,670	0	0	0	0	0	0	0	0	0
	<b>TOTAL KY - FTA TRANSIT</b>	78,670	0	0	0	0	0	0	0	0	0
	<b>TOTAL FTA - TRANSIT/STATE SPECIFIC</b>	78,670	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL BUDGET</b>	1,816,475	206,480	149,600	9,350	28,050	269,480	215,584	0	0	53,896



2/21/2024

SCHEDULE OF DIRECT LABOR, FRINGE BENEFITS AND GENERAL OVERHEAD  
(July 1, 2024 - July 30, 2025)

		Estimated FY 2023	Actual FY 2023	Difference (Over Bdgt.) Under Bdgt.	ODOT Adjustments	Estimated FY 2025
<b>EMPLOYEE WAGES</b>						
<b>Indirect Labor</b>						
Project #	GL#	Acct. Name				
38807	50100	Administration/Clerical/Fiscal				
<b>Subtotal - Indirect Labor</b>		\$ 106,440	\$ 113,313	\$ (6,873)	\$ -	\$106,801
<b>Direct Labor</b>						
380/385	50100	Transportation Planning				
<b>Subtotal - Direct Labor</b>		\$ 408,230	\$ 409,893	\$ (1,663)	\$ -	\$443,366
<b>TOTAL EMPLOYEE WAGES</b>		\$ 514,670	\$ 523,206	\$ (8,536)	\$ -	\$550,167

FRINGE BENEFITS COST CENTER

Acct. #	Acct. Name	Estimated	Actual	Difference	ODOT	Estimated
998000	50900	\$ 51,467	\$ 45,332	\$ 6,135	\$ -	\$55,017
998000	51000	\$ 84,769	\$ 82,815	\$ 1,954	\$ -	\$111,131
998000	50600	\$ 39,372	\$ 39,497	\$ (125)	\$ -	\$42,088
998000	50800	\$ 1,497	\$ 3,316	\$ (1,819)	\$ -	\$1,600
998000	50700	\$ 1,215	\$ 1,095	\$ 120	\$ -	\$1,215
998000	51100	\$ 17,219	\$ 3,736	\$ 13,483	\$ -	\$17,219
<b>Subtotal Fringe Benefits</b>		\$ 195,539	\$ 175,791	\$ 19,748	\$ -	\$228,270
<b>Less Indirect Fringe Costs</b>		\$ 40,498	\$ 38,028			\$ 41,991
<b>Total Direct Fringe Benefit Costs</b>		\$ 155,041	\$ 137,763	\$ 17,278		\$ 186,279
<b>FRINGE BENEFIT RATE</b>		<b>37.99%</b>	<b>33.60%</b>			<b>41.49%</b>
<b>TOTAL DIRECT SALARIES/FRINGE</b>						\$ 629,645

PROGRAM INDIRECT COST ALLOCATION CENTER COSTS

Project #	Acct. #	Acct. Name	Estimated	Actual	Difference	ODOT	Estimated
38807	50100	Salaries - Indirect Only	\$ 106,440	\$ 113,313	\$ (6,873)	\$ -	\$106,801
38807	50400	Fringe Benefits for Indirect Salaries	\$ 40,498	\$ 38,028	\$ 2,470	\$ -	\$41,991
38807	55400	Maintenance/Service/IT Agreements	\$ 1,500	\$ 1,236	\$ 264	\$ -	\$ 1,600
38807	53200	Finance Consulting	\$ 11,000	\$ 12,990	\$ (1,990)	\$ -	\$ 12,900
38807	53800	Depreciation	\$ 750	\$ -	\$ 750	\$ -	\$ 750
38807	53100	Equipment Lease	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,500
38807	54700	Electronic/Data Processing Equ. Ins.	\$ 250	\$ -	\$ 250	\$ -	\$ 250
38807	52300	Printing/Reproduction/Scanning	\$ 250	\$ -	\$ 250	\$ -	\$ 250
38807	54900	Comprehensive Liability Insurance/Bonding Fees	\$ 12,000	\$ 12,464	\$ (464)	\$ -	\$ 13,500
38807	54100	Legal Service	\$ 500	\$ -	\$ 500	\$ -	\$ 500
38807	53600	Meeting Charges	\$ 1,000	\$ 2,289	\$ (1,289)	\$ -	\$ 3,000
38807	52600	Memberships, Subscriptions	\$ 3,300	\$ 4,337	\$ (1,037)	\$ -	\$ 13,000
38807	56800	Software/Technical Support	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 500
38807	54200	Management Services	\$ -	\$ -	\$ -	\$ -	\$ -
38807	55500	Rent/Space Costs	\$ 43,212	\$ 40,222	\$ 2,990	\$ -	\$ 46,206
38807	53700	Equipment	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 500
38807	52000	Supplies	\$ 9,500	\$ 5,038	\$ 4,462	\$ -	\$ 9,500
38807	55100	Computer Software Lease/Upgrade	\$ 1,000	\$ 3,564	\$ (2,564)	\$ -	\$ 3,500
38807	52200	Telephone	\$ 3,000	\$ 2,954	\$ 46	\$ -	\$ 3,500
38807	52000	Travel	\$ 2,000	\$ 2,634	\$ (634)	\$ -	\$ 2,800
38807	54400	Postage	\$ 500	\$ -	\$ 500	\$ -	\$ 1,000
38807	55700	Misc Service/Office Expense	\$ 1,100	\$ -	\$ 1,100	\$ -	\$ 1,100
38807	58200	Other Costs	\$ 579	\$ 2,500	\$ (1,921)	\$ -	\$ 2,500
38807	53500	Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -
38807	52500	Website Development	\$ -	\$ -	\$ -	\$ -	\$ -
38807	53900	GMS Onsite Closeout Fees	\$ 2,500	\$ 1,500	\$ 1,000	\$ -	\$ 2,500
<b>Subtotal Kyova Indirect Cost Allocation Costs</b>			\$ 245,879	\$ 243,069	\$ 2,810	\$ -	\$270,648

INDIRECT COST CENTER

Acct. #	Acct. Name	Estimated	Actual	Difference	ODOT	Estimated
999000	54400	Postage Meter Lease & Supplies	\$ 1,000	\$ 971	\$ 29	\$ 1,000
999000	55700	Post Office Box Rental	\$ 100	\$ -	\$ 100	\$ 100
999000	55400	Maintenance/Service Agreements	\$ 1,500	\$ -	\$ 1,500	\$ 1,000
999000	52200	Telephone/Internet/DSL connection/Wireless Service	\$ 1,000	\$ 447	\$ 553	\$ 1,000
999000	52800	Xerox (Lease for Copier/Fax/Printer)	\$ 5,500	\$ 4,934	\$ 566	\$ 5,500
999000	52000	Supplies (For General Use)	\$ 2,000	\$ 45	\$ 1,955	\$ 1,500
999000	55300	Storage Facility Rental Fees	\$ 500	\$ -	\$ 500	\$ 500
999000	52600	Subscriptions/Memberships(newspapers, magazines, etc.)	\$ 300	\$ 1,475	\$ (1,175)	\$ 1,300
999000	58200	Other Costs	\$ 250	\$ -	\$ 250	\$ 250
999000	52400	Travel	\$ 239	\$ 227	\$ 12	\$ 239
999000	53600	Meetings	\$ -	\$ -	\$ -	\$ -
999000	55200	Advertisements	\$ 200	\$ -	\$ 200	\$ 200
999000	53500	Contract Labor	\$ -	\$ -	\$ -	\$ -
999000	55500	Space Cost	\$ -	\$ 744	\$ (744)	\$ -
999000	55700	Misc. Service/Office Expense	\$ 400	\$ 1,723	\$ (1,323)	\$ 200

<b>Subtotal Indirect Costs</b>		\$ 12,989	\$ 10,566	\$ 2,423	\$ -	\$ 12,789
<b>TOTAL INDIRECT COSTS</b>		\$ 258,868	\$ 253,635	\$ 5,233	\$ -	\$ 283,437
<b>TOTAL DIRECT LABOR/FRINGE COSTS</b>						
<b>TRANSPORTATION PLANNING</b>		\$ 563,271	\$ 547,656	\$ 15,615	\$ -	\$ 629,647
<b>TOTAL INDIRECT RATE</b>		46.0%	46.3%			45.02%

2/21/2024

**FY 2025 FRINGE RATE CALCULATION (PROVISIONAL)**

FRINGE CALCULATION & RATE	<b>41.49%</b>
Fringe / Direct Labor + Indirect Labor	
\$ 228,270	TOTAL FRINGE
\$ 550,167	TOTAL SALARY

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

**FY 2025 INDIRECT RATE CALCULATION (PROVISIONAL)**

INDIRECT CALCULATION & RATE	<b>45.02%</b>
Indirect Lbr + (Indirect Lbr x Fringe Rate) + Other indirect/ Direct Labor and Fringe	
\$ 283,437	TOTAL INDIRECT COSTS
\$ 629,647	TOTAL DIRECT SALARIES AND FRINGE

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

COMBINED RATE 86.51%

4/19/2024		FY 2024-2025			
KYOVA INTERSTATE PLANNING COMMISSION					
PROPOSED OPERATING BUDGET					
JULY 1, 2024 - JUNE 30, 2025					
			YTD		
		Estimated	Actual	Difference	Estimated
		FY 2023	FY 2023	(Over Bdg.)	FY 2025
				under Bdgt.	
<b>Project #</b>	<b>Acct.#</b>	<b>DIRECT:</b>			
380 & 385	50100	Salaries Direct	408,230	409,893	443,366
380 & 385	50400	Fringe Benefits Direct	155,041	137,562	186,279
380 & 385	52400	Travel/Meetings (Direct)	27,565	29,576	30,000
380 & 385	54000	Consultant Services	50,000	51,000	866,088
380 & 385	60000	Other(Telephone, Advertisements, supplies, etc.) Direct	8,734	1,205	5,806
380 & 385	52300	Printing/Reproduction (Direct)	1,000	0	500
380 & 385	53500	Contract Services	1,000	20,250	1,000
391	391000	Local Unrestricted Expenses Only	24,755	12,422	16,353
			0	0	
		<b>TOTAL DIRECT</b>	<b>676,325</b>	<b>661,908</b>	<b>1,549,392</b>
<b>388</b>	<b>388000</b>	<b>KYOVA PROGRAM ALLOCATION COST CENTER:</b>			
388	50100	Salaries - Indirect Only	106,440	113,313	106,801
388	50400	Fringe Benefits for Indirect Salaries	40,498	38,028	41,991
388	55400	Maintenance/Service/IT	1,500	1,236	1,600
388	53200	Finance Consulting	11,000	12,990	12,900
388	53800	Depreciation	750	0	750
388	53100	Software Lease	2,000	0	2,500
388	54700	Electronic/Data Processing Equ. Ins.	250	0	250
388	52300	Printing/Reproduction/Scanning	250	0	250
388	54900	Comprehensive Liability Insurance/Bonding Fees	12,000	12,464	13,500
388	54100	Legal Service	500	0	500
388	53600	Meeting Charges	1,000	2,289	3,000
388	52600	Memberships/Subscriptions/Resources	3,300	4,337	13,000
388	56800	Software/Technical Support	1,500	0	500
388	54200	Management Services	0	0	0
388	55500	Rent/Space Costs	43,212	40,222	46,206
388	53700	Equipment	1,500	0	500
388	52000	Supplies	9,500	5,038	9,500
388	55100	Computer Software Lease/Upgrade	1,000	3,564	3,500
388	52200	Telephone	3,000	2,954	3,500
388	52000	Travel	2,000	2,634	2,800
388	54400	Postage	500	0	1,000
388	55700	Misc Service/Office Expense	1,100	0	1,100
388	58200	Other Costs	579	2,500	2,500
388	53500	Contract Labor Services	0	0	0
388	52500	Website Development	0	0	0
388	53900	GMS On Site Closeout Fees	2,500	1,500	2,500
		<b>TOTAL KYOVA PROGRAM ALLOCATED COSTS</b>	<b>245,879</b>	<b>243,069</b>	<b>270,648</b>
999000					
999000	54400	Postage Meter Lease & Supplies	1,000	971	1,000
999000	55700	Post Office Box Rental	100	0	100
999000	55400	Maintenance/Service Agreements	1,500	0	1,000
999000	52200	Telephone/Internet/DSL connection/Wireless Service	1,000	447	1,000
999000	52800	Xerox (Lease for Copier/Fax/Printer)	5,500	4,934	5,500
999000	52000	Supplies (For General Use)	2,000	45	1,500
999000	55300	Storage Facility Rental Fees	500	0	500
999000	52600	Subscriptions/Memberships(newspapers, magazines, etc.)	300	1,475	1,300
999000	58200	Other Costs	250	0	250
999000	52400	Travel	239	227	239
999000	53600	Meetings	0	0	0
999000	55200	Advertisements	200	0	200
999000	53500	Contract Labor	0	0	0
999000	55500	Space Cost	0	744	0
999000	55700	Misc. Service/Office Expense	200	1,723	200
		<b>TOTAL KYOVA INDIRECT COSTS</b>	<b>12,789</b>	<b>10,566</b>	<b>12,789</b>
		<b>TOTAL KYOVA PROGRAM ALLOCATED/INDIRECT COSTS</b>	<b>258,668</b>	<b>253,635</b>	<b>283,437</b>
		<b>TOTAL BUDGET</b>	<b>934,993</b>	<b>915,543</b>	<b>1,832,828</b>
			<b>(9,570)</b>	<b>LESS LOCAL UNRESTRICTED</b>	<b>(16,353)</b>
			<b>925,423</b>		<b>1,816,475</b>

# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

## **FY 2025**

## **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  X  , \$  247,687.00  ; in-kind \_\_\_\_\_, \$ \_\_\_\_\_; or combination of both \_\_\_\_\_ cash + \$ \_\_\_\_\_ in-kind value = \$ \_\_\_\_\_ 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.

March 1, 2024   
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 1st day of March 2024.

BY:



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

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

INSERT LOCAL SPONSOR MATCH LETTERS/COMMITMENTS

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# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2025**

**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: March 1, 2024

**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 1st day of March 2024.

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 workplaces 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: March 1, 2024

**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: March 1, 2024

**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: March 1, 2024

## 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.
3. 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).
4. 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: March 1, 2024



**Federal Fiscal Year 2025 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: March 1, 2024

## Federal Fiscal Year 2025 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.

Please initial CC

**OR**

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

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	_____

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

### Agency/Organization: KYOVA Interstate Planning Commission

#### 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@kyovaiipc.org](mailto:dslusher@kyovaiipc.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/LEP Plan may be viewed on KYOVA's website at the following link:  
[https://www.kyovaiipc.org/KYOVA\\_2024\\_Participation\\_Plan.pdf](https://www.kyovaiipc.org/KYOVA_2024_Participation_Plan.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 on page Title VI-4. The Title VI/LEP Plan may be viewed on KYOVA's website at the following link: [https://www.kyovaiipc.org/Title\\_VI\\_LEP\\_Plan\\_Dec\\_2023\\_FINAL.pdf](https://www.kyovaiipc.org/Title_VI_LEP_Plan_Dec_2023_FINAL.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 XXXX on pages Title VI 5 - 8 and in Appendix A Pages A-1 through A-4. Additionally, the English and Spanish version may be reviewed on the KYOVA website at the following links: English:  
[https://www.kyovaiipc.org/KYOVA\\_TITLE\\_VI\\_NOTICE\\_PROCEDURES\\_English\\_2023.pdf](https://www.kyovaiipc.org/KYOVA_TITLE_VI_NOTICE_PROCEDURES_English_2023.pdf)  
and Spanish:  
[https://www.kyovaiipc.org/KYOVA\\_TITLE\\_VI\\_NOTICE\\_PROCEDURES\\_Spanish\\_2023.pdf](https://www.kyovaiipc.org/KYOVA_TITLE_VI_NOTICE_PROCEDURES_Spanish_2023.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/LEP Plan on the KYOVA website: [https://www.kyovaipc.org/Title\\_VI\\_LEP\\_Plan\\_Dec\\_2023\\_FINAL.pdf](https://www.kyovaipc.org/Title_VI_LEP_Plan_Dec_2023_FINAL.pdf). Additionally, the English version of the form can be found on the website at the following link: [https://www.kyovaipc.org/Title\\_VI\\_Complaint\\_Form\\_English\\_2023.pdf](https://www.kyovaipc.org/Title_VI_Complaint_Form_English_2023.pdf) and the Spanish at: [https://www.kyovaipc.org/Title\\_VI\\_Complaint\\_Form\\_Spanish\\_2023.pdf](https://www.kyovaipc.org/Title_VI_Complaint_Form_Spanish_2023.pdf).***

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: [http://www.kyovaipc.org/Notice\\_of\\_Nondiscrimination\\_Rights\\_and\\_Protections\\_to\\_Beneficiaries\\_3\\_8\\_2016.pdf](http://www.kyovaipc.org/Notice_of_Nondiscrimination_Rights_and_Protections_to_Beneficiaries_3_8_2016.pdf). 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 (3) 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), within the annual Unified Planning Work Program, and with TIP updates.***

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. The link to access the most current Public Participation Plan is: [https://www.kyovaiipc.org/KYOVA\\_2024\\_Participation\\_Plan.pdf](https://www.kyovaiipc.org/KYOVA_2024_Participation_Plan.pdf). The Plan was updated in 2023 with an active date of January 1, 2024.**

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, Easter Seals, 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 during 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 which is posted and available for review on the KYOVA website at the following link:***

***[https://www.kyovaipc.org/Title\\_VI\\_LEP\\_Plan\\_Dec\\_2023\\_FINAL.pdf](https://www.kyovaipc.org/Title_VI_LEP_Plan_Dec_2023_FINAL.pdf)***

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?

***KYOVA implemented an in-house on-line Title VII/LEP/EJ Training during COVID-19 and have continued this practice. Additionally, members of the KYOVA staff attend trainings directed by ODOT, KYTC, WVDOH, both in person and virtually to include webinars from FHWA and FTA.***

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

*During 2023, KYOVA's entire staff of eight (8) completed KYOVA's in-house on-line Title VI/LEP Training. Two (2) staff members participated in training conducted by KYTC and/or ODOT during FY 2023.*

### 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 9, 2024. 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  
Commission 400 Third Avenue  
Huntington, WV 25701  
Phone: 304-523-7434  
Email: [dslusher@kyovaipc.org](mailto:dslusher@kyovaipc.org)***

***Terri Sicking  
Senior Transportation Planner  
KYOVA Interstate Planning  
400 Third Avenue  
Huntington, WV 25701  
Phone: 304-523-7434  
Email: [tsicking@kyovaipc.org](mailto:tsicking@kyovaipc.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 the time of completing this questionnaire, KYOVA does not have any questions.***

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.***



**KYOVA INTERSTATE PLANNING COMMISSION  
METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION**

WHEREAS the USDOT the Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58, a)so known as the Bipartisan Infrastructure Law [BIL]) 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 VW-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 101(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


March 1, 2024  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

### 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 of 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  
Randall L. Trautwein

3/21/2024  
\_\_\_\_\_  
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 2025**

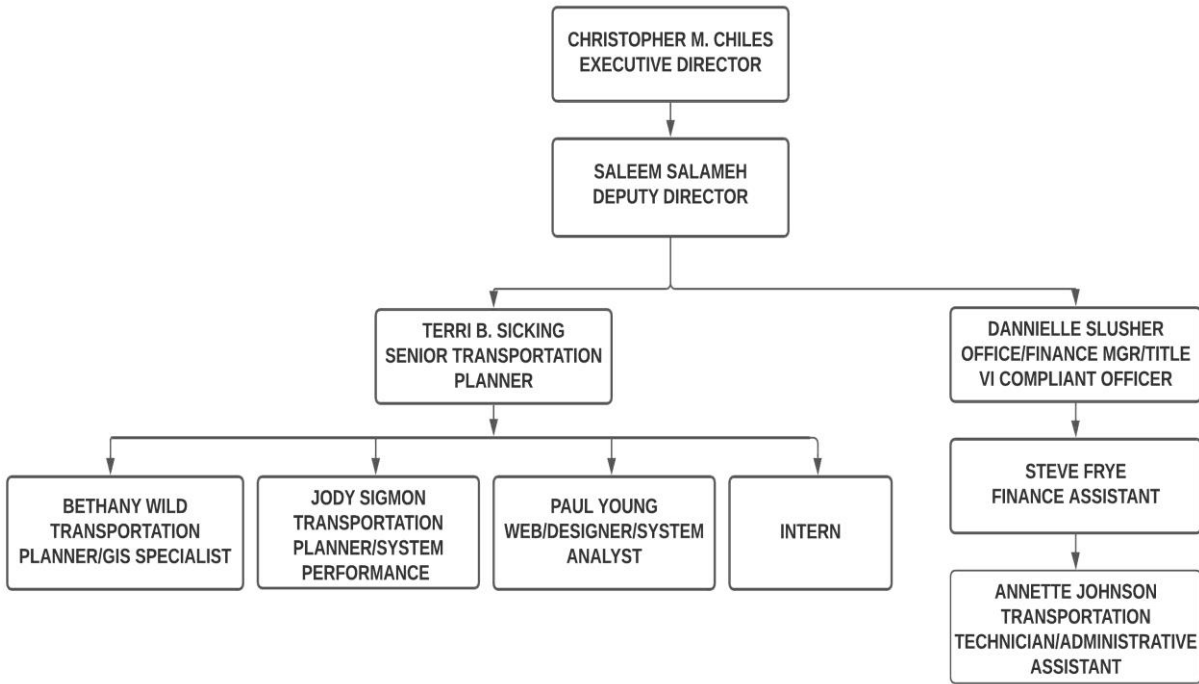
**Unified Planning Work Program**

**APPENDIX C**

**KYOVA Organizational Chart**

# KYOVA Interstate Planning Commission Organizational Chart

As of February 3, 2024



# **KYOVA Interstate Planning Commission**

Huntington, WV-KY-OH Urbanized Area

**FY 2025**

**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 1st 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

WEST VIRGINIA DEPARTMENT OF  
TRANSPORTATION

BY: [Signature]  
Title: CHAIRMAN

BY: [Signature]  
TITLE: Secretary

OHIO DEPARTMENT OF TRANSPORTATION

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

COMMONWEALTH OF KENTUCKY  
TRANSPORTATION CABINET

[Signature]  
SECRETARY OF TRANSPORTATION  
DATE: 8/27/13

APPROVED AS TO FORM & LEGALITY  
TRANSPORTATION CABINET

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

APPROVED AS TO FORM THIS  
23<sup>rd</sup> 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/KVVRTA	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, 2017
15	WV	MOU BETWEEN TTA/KYOVA – SECTION 5310 PROGRAM ADMINISTRATION	TTA/KYOVA	APRIL 23, 2014

4-22-2022

**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

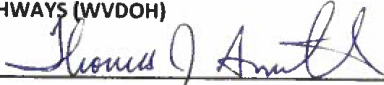
*4-27-18*

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**

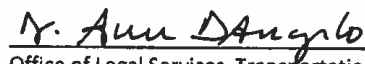
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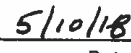
**COMMONWEALTH OF KENTUCKY  
TRANSPORTATION CABINET**

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

  
\_\_\_\_\_  
Date

**APPROVED AS TO FORM AND LEGALITY**

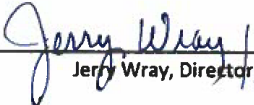
  
\_\_\_\_\_  
Office of Legal Services, Transportation Cabinet

  
\_\_\_\_\_  
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)**

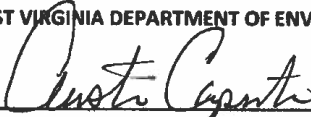
  
\_\_\_\_\_  
Jerry Wray, Director

  
\_\_\_\_\_  
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**

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

**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**

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

**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**

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

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

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

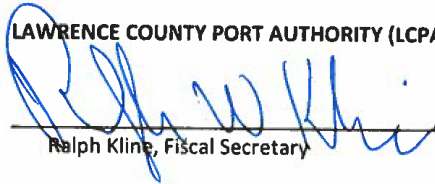
  
\_\_\_\_\_  
Date



**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

3/3/18  
\_\_\_\_\_  
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.*

**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 2025**

**Unified Planning Work Program**

**APPENDIX E**

**FY 2025 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 2025**

**Unified Planning Work Program**

**APPENDIX F**

**KYOVA FY 2025 UPWP**

**Checklist**



# Unified Planning Work Program Checklist

2/22/2024

Item	Page #	Comment	Regulation or Law Cited
<b>1 FORMAT GUIDELINES</b>			
Dated (left hand corner)		Yes	
Page numbers		Yes	
<b>2 COVER/TITLE PAGE</b>			
Name of MPO agency and area represented		Title Page, Introduction	
FY of UPWP, contact information, web site		Title Page	
Agencies providing funds or support		Abstract/MOUs	
<b>3 INTRODUCTION/PREFACE</b>			
Table of Contents		Yes	
MPO Approval Resolution (signed)	Page ii		
Committee Members & Responsibilities	Pages 8-10		[See 23 CFR 450.310 (d)]
Staff Members, Positions & Responsibilities	Page 11 & Organizational Chart - Appx C		
Maps - MPO Planning, Urbanized & A.Q. Areas	Pages 3-6		[See 23 CFR 450.312]
Planning Factors	Page 15		[See 23 CFR 450.306 (b)]
UPWP - Definition of UPWP and purpose	Page 1		[See 23 CFR 420.111]
<b>4 WORK ELEMENTS* - Each Work Item should include the following:</b>			
Work Element Number & Title		Yes	
Description, including Goals, Objectives and Products		Yes	23 CFR 420.111(b)(1) & 450.308(c)
Schedule for Completion		Yes	23 CFR 450.308(c)
Agency Responsible		Yes	23 CFR 450.308(c)
Estimated Cost		Yes	23 CFR 420.111(e)
Funding Sources		Yes	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	23,26,27,29 ,30,39,42,5 7	WE: 380225,380325,380825,380125,380425,385125	
Resilience/Reliability (Consider KYTC evaluations of damage-prone areas)	11,33	WE: 380225	23 CFR 667
<b>Multimodal Planning</b>			
-Freight	28,29- 30,33,42,45	WE: 380225,380325, 380425, 380525,380125,381225	23 U.S.C. 134(h), (i)(6)
-Transit	23,26,27,29 ,32,33- 35,37- 41,43,44,	WE: 380125,385125, 380825,381125,380925,381124,380525,380725	23 U.S.C. 134(c)(2), (i)(2)(H)
-Bike/Pedestrian	36,38,39	380725	23 U.S.C. 134(i)(6)(A), 135(f)(3)(A)
-2.5% Setaside: Describe how the MPO will meet (or opt out of) the requirement to spend 2.5% of PL funds on activities to increase safe and accessible options for multiple travel modes	Pages 46-48	WE: 381325,381425,381525	IJA § 11206
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.	24, 29-31	WE: 380225, 380425	[See 23 CFR 450.104, Regionally significant project]
Conformity Analysis	44,21,22,32 ,33	WE: 381125,380225,380525	
ITS Architecture	30	WE: 380225,380425	23 CFR 940
Congestion Management Process (TMAs only)	24,28, 31,42,45,57	WE: 380225, 380325, 380425,381025,381225,385125	23 CFR 450.322
ADA Transition Plans	21,16	WE:380225	FHWA Civil Rights Guidance: www.fhwa.dot.gov/civilrights/progra ms/ada_sect504qa.cfm#q12
<b>ADMINISTRATION Work Element</b>			
Major Purchases/Training/Audits	19-20	WE: 380125	
General Committee Meetings	19-20-22	WE: 380125, 380225	
Planning Agreement:Update as needed	19	WE: 380125	23 CFR 450.314
<b>UNIFIED PLANNING WORK PROGRAM Work Element</b>			
UPWP Development & Maintenance	19,57	WE: 380125, 385125	23 CFR 420.111 & 450.308
Annual Performance & Expenditure Report	19,57	WE: 380125, 385125	23 CFR 420.117(b)
<b>PUBLIC INVOLVEMENT &amp; REPORTING Work Element</b>			
Participation Plan Development & Maintenance	56,34,35	WE: 385125,380625	23 CFR 450.316
Annual Listing of Obligated Projects	22,58	WE: 380225, 385125	23 CFR 450.334
<b>DATA COLLECTION &amp; ANALYSIS Work Element</b>			
Census/Socioeconomic Data	29-31,42,57	WE: 381025, 385125	
Transportation Systems/Urban Boundaries		WE: 380425	
Performance Measures & Targets	22,26,27,33 ,34,36,39,5 6-58	WE: 380225, 380325, 380525, 380625, 380725,380825,385125	23 CFR 450.306(d)
<b>PROJECT IDENTIFICATION &amp; PRIORITIZATION Work Element</b>			
Identify and Update Projects in CHAF	28,58	WE: 380325,385125	
Assist with SHIFT Project Prioritization Activities	28,58	WE: 380325,385125	
Assist with CMAQ Prioritization (CMAQ-eligible areas only)	32	WE: 380525	



4-26-2024

Dedicated-STP & Dedicated-TAP Project Selection (TMAs only)	333,658	WE: 380525, 380725,385125	
<b>TRANSPORTATION IMPROVEMENT PROGRAM Work Element</b>			
TIP Development & Maintenance	21-25	WE: 380225	23 CFR 450.326
<b>METROPOLITAN TRANSPORTATION PLAN Work Element</b>			
MTP Development & Maintenance	26-28	WE: 380325,385125	23 CFR 450.324
<b>TRANSIT Work Element</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		Table 3 - page 62- 65	23 CFR 450.308(c) & 420.111(b)
Indirect Costs (if applicable)		Page 67	
Estimated Effort - Person-Weeks/Hours		Included on each Work Element	
Expenditures by Work Item & Funding Source		Included in Work Elements and Funding Tables	

<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.

6-Dec-23