

NORTHWEST MUNICIPAL CONFERENCE

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*A Regional Association of Illinois
Municipalities and Townships
Representing a Population of Over One Million*

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To: CMAP Council of Mayors Executive Committee

From: Mike Walczak, Transportation Director,
Northwest Council of Mayors Liaison, on behalf of Planning Liaisons

Date: January 10, 2017

Subject: **Unified Work Program Funding Request**

Introduction

In anticipation of submitting a proposal for FY 2018 Unified Work Program (UWP) funding, the Council of Mayors Planning Liaisons present this summary document describing the proposal process and the relevance of UWP funding to the Council of Mayors Executive Committee.

Background

Federal legislation requires that the planning and programming of federal transportation funding in metropolitan areas be conducted as a continuing, cooperative and comprehensive process. To facilitate this process, the federal government mandates the establishment of decision-making boards called Metropolitan Planning Organizations (MPOs) and provides planning funds to staff and house them. In Northeastern Illinois, the CMAP MPO Policy Committee serves this role. Federal planning funds are catalogued annually in the CMAP Unified Work Program (UWP) and are known locally as UWP funds. UWP funding supports the activities of multiple agencies including CMAP, CTA, the City of Chicago, Metra, Pace, RTA, county DOTs, as well as other agencies that may compete for the funding.

Most relevant to this committee, UWP funding supports the Regional Council of Mayors Planning Liaison (PL) Program. The PL program includes the cost of staff (called Planning Liaisons or PLs) and overhead for each Council, with the intention of fostering strategic participation by local officials in the region's transportation process. A major component of this work is the administration of the local Surface Transportation Program (STP). This program gives to each Council of Mayors project selection and programming authority over an annual allocation of federal transportation funds.

General UWP Process

The distribution of UWP funding is administered by the CMAP UWP Committee. Committee membership includes representation from the City of Chicago, CTA, CMAP, Council of Mayors, Counties, IDOT, Metra, PACE, RTA, FHWA, FTA and IEPA.

Currently, Mayor Eugene Williams of the Village of Lynwood represents the Council of Mayors on that body. On an annual basis, the UWP Committee opens a call for

projects and accepts proposals for funding. Proposals are considered for both a core and a competitive program. The core program funds all projects that are required to meet federal requirements. Any funding that remains after these needs are met is distributed on a competitive basis to projects that support regional priorities. The UWP priorities followed for the last five years align with the regional priorities described in the GO TO 2040 Plan and the 2015 update of the Plan. The approved priorities for FY 2018 are:

Modernization of the Public Transit System. GO TO 2040 recommends an enhanced focus on prioritizing planning work for the modernization of the existing transit system. Actions include work on coordinating services and fares, including pursuit of a universal fare payment system, work on traveler information systems, and technological improvements including transit signal priority and ART. Project proposals, especially from the transit agencies, should feature these elements as a primary component.

Financial Planning Including Innovative Financing Strategies. GO TO 2040 also stresses an array of recommendations related to transportation finance, including improved financial planning. Actions include strengthening transit financial oversight, planning for efficiencies that reduce transit operating costs, the identification of funding sources for CREATE, and continued planning/policy work on other important issues of fiscal policy to improve the transportation system.

Improving Decision-Making Models and Evaluation Criteria for Project Selection. GO TO 2040 also emphasizes improving decision-making processes for transportation projects, as well as the overarching importance of prioritization for making investments given constrained funding. This includes constructing improved models for answering the most pressing questions about major projects and designing appropriate and regionally-vetted evaluation criteria for judging projects.

Planning Work Toward Implementation of GO TO 2040 Major Capital Projects, Including Supportive Land Use. The continuation of near-term work to further GO TO 2040's short list of fiscally constrained major capital projects is also a high priority. Potential work includes planning for the inclusion of transit components as part of major highway projects, advancing recommended transit projects through the New Starts program or other discretionary funding programs, and planning for supportive land use around transportation, including active technical assistance to local governments.

Local Technical Assistance and the Formation of Collaborative Planning Efforts. A major emphasis area of GO TO 2040 is providing targeted technical assistance to local governments, information sharing, and formal planning efforts that focus on transportation and other interconnected issues of livability.

Schedule

The schedule for the development of the FY 2017 UWP is as follows:

- January 3, 2017 - Call for Proposals
- January 30, 2017- FY18 UWP Proposals Due
- February 15, 2017 - Presentation of Proposals, Meeting at 9:00 a.m.
- February 27,2017 - UWP Committee members rank proposals
- March 3, 2017 - CMAP prepares committee ranked proposals with funding allocation
- March 8, 2017 - UWP Meeting - Adoption of FY 2018 Program
- April 23, 2017 - Transportation Committee considers approval of FY 2018 UWP to MPO Policy Committee
- June 14, 2017 - Regional Coordinating Committee considers approval of FY 2018 UWP to CMAP Board
- June 14, 2017 - CMAP Board considers approval of proposed FY 2018 UWP
- June 15, 2017 - MPO Policy Committee considers approval of proposed FY 2018 UWP
- June 30, 2017 - FY18 UWP Document Released

PL Grants

Each year, on behalf of the Councils of Mayors, the Planning Liaisons develop a proposal for the Planning Liaison (PL) Program to be considered for inclusion in the core program. This is presented to the Council of Mayors Executive Committee for approval prior to submitting it to the UWP Committee. The proposal includes a scope of work and a funding request. The FY 2018 proposal is attached.

Historically, the “PL grants” have supported the equivalent of one or two Planning Liaisons for each Council of Mayors. As with most federal transportation grants, they require a local match. In previous years, two grants were available to each Council: an “80/20 grant” and a “50/50 grant”, so called because they require a 20% local match or a 50% local match, respectively. For FY 2018, the Councils are recommending all PL positions be funded at the 80/20 level.

The exact grant amounts for each Council are determined according to the following formula: Approximately 70% of the federal funding total is divided evenly among the 11 Councils. 10% of the total federal funding is then distributed proportionately to the Councils based on their 2010 population. These two distributions comprise the federal portion of the main PL position. The remaining 20% of the federal funding total is split between the Councils that opt to receive a second PL grant. The amount of funding for the second PL positions identical for all participating Councils. The spreadsheet documenting the distribution is included in the UWP proposal.

Today’s Action

As noted above, the UWP Committee opened a call for proposals between January 3, 2017 and January 30, 2017. The Planning Liaisons discussed their anticipated scope of work and funding needs among themselves and with their Councils. They have developed a draft FY 2018 proposal and today present it for approval to the Council of Mayors Executive Committee. Upon approval, the proposal will be submitted to the UWP Committee.

**FY 18 Unified Work Program (UWP)
for Northeastern Illinois
Core Projects Proposal Form**
State Fiscal Year (July 1, 2017 – June 30, 2018)

Project Title	Subregional Transportation Planning, Programming and Management
Sponsoring Agency	Council of Mayors
FHWA/FTA Amount Requested	\$1,628,373.03
Local Match Amount	\$407,093.26
Total Project Cost (Local Match Amount must be at least 20% of Total Project Cost)	\$2,035,466.29

Description and Justification
<p>Brief Description To provide for strategic participation by local officials in the region's transportation process as required by MAP-21, the FAST Act, the Regional Planning Act, and further legislation. To support the Council of Mayors by providing program development, monitoring and active management of STP, CMAQ, TAP, SRTS, BRR, HPP, ITEP and other programs as needed, general liaison services, technical assistance and communication assistance.</p>
<p>Major Tasks (up to 20)</p> <ol style="list-style-type: none"> 1. Communication and Public Involvement 2. General Liaison Services 3. Program Development and Monitoring - Development of STP and monitoring of all funding sources 4. Active Program Management 5. Technical Assistance
<p>Core Justification (How are the tasks and products for this project aligned with core MPO responsibilities? Does it serve to close any existing gaps in the process?) The PL program provides a direct link between municipalities, counties, CMAP, IDOT and other partner agencies working to accomplish core activities. PLs directly manage federally funded projects sponsored by local governments in the TIP, actively participate in the implementation of GO TO 2040 and the development of ON TO 2050, assist with air quality conformity and provide/promote local government involvement in all CMAP activities.</p>
<p>Core Justification (please identify at least one principal of the regional priorities associated with this project and/or the required MPO activities)</p>

**FY 18 Unified Work Program (UWP)
for Northeastern Illinois
Core Projects Proposal Form**
State Fiscal Year (July 1, 2017 – June 30, 2018)

<p>Planning work toward continual implementation of GO TO 2040 major capital projects, including supportive land use. Local technical assistance and the formation of collaborative planning efforts</p>
<p>Is this project a continuation of previous work? If so, please explain. The PL program is a continuous program.</p>
<p>Who will benefit from the interim or final products of this project? The region's municipalities, counties and transportation agencies and the constituents of these bodies.</p>
<p>What is the source of funds for the local match portion of this project? Each Council provides matching funds from their operating budget. The Council budgets are typically funded by local governments.</p>

Products and Completion Schedule		
Product	Product Type	Completion Date
Surface Transportation Program		Ongoing
Congestion Mitigation and Air Quality		Ongoing
Other Federal Funding Programs		Ongoing
Other State Funding Programs		Ongoing
Newsletters/Annual Reports		Ongoing
Quarterly Reports		Ongoing
Other Plans/Programs, as needed		Ongoing
Overall Program Management		Ongoing
Coordination with CMAP, IDOT, and other agencies		Ongoing

Expense Breakdown

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State Fiscal Year (July 1, 2017 – June 30, 2018)

Staff (including overhead) cost	\$2,035,466.29
Total Person Months	192
Consultant Cost	\$
Other Costs	\$
Total Project Cost	\$2,035,466.29
Please specify the purpose of consultant costs and time line for expenditure	
Please specify the purpose of other costs	

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