



FY 2022 Unified Work Program

July 1, 2021 - June 30, 2022



Final Report
June 25, 2021

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Dated June 25, 2021

This document has been prepared by the Region 1 Planning Council in collaboration with its member agencies, partnership organizations, and local stakeholders.

This report was prepared in cooperation with the following:

U.S. Department of Transportation
Federal Highway Administration
Federal Transit Administration
Illinois Department of Transportation

The contents, views, policies, and conclusions expressed in this report are not necessarily those of the above agencies.



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Table of Contents

| | |
|-------------------------|-----|
| Acknowledgements..... | i |
| Table of Contents | ii |
| List of Figures | iii |

Introduction

| | |
|---|---|
| About Region 1 Planning Council | 1 |
| MPO Unified Work Program | 2 |
| Current Federal Transportation Law | 2 |
| FHWA/FTA Certification Review | 3 |
| UWP Goals | 3 |
| MPO Participants | 4 |
| Transportation Planning Funding Sources | 4 |

FY 2022 UWP Work Elements

| | |
|--|----|
| Element 1. Unified Work Program (UWP) | 5 |
| Element 2. Technical Assistance (TA) | 5 |
| Element 3. Administration (AD) | 7 |
| Element 4. Public Participation (PP) | 7 |
| Element 5. Transportation and Economic Data/Forecasting (TDF) | 8 |
| Element 6. Land Use-Planning, Data Collection, and Title VI & EJ (LUPDC) | 8 |
| Element 7. Transportation Improvement Program (TIP) | 9 |
| Element 8. Congestion and Transportation System Management (CSTM) | 10 |
| Element 9. Metropolitan Transportation Plan (MTP) | 12 |

Summary of FY 2022 MPO Activities

| | |
|--|----|
| Projects Commencing or Continuing | 13 |
| Required Documents and Initiatives | 14 |

Special Considerations

| | |
|---|----|
| Intergovernmental Agreements | 15 |
| Audits | 15 |
| Cost Allocation | 15 |
| Funding Allocation Summary | 15 |
| Submittal of Reimbursement Requests | 15 |
| Title VI and Environmental Justice | 15 |

| | |
|----------------------|----|
| Public Comments..... | 17 |
|----------------------|----|

Appendices & Attachments

| | |
|--|----|
| Appendix A: Acronyms & Abbreviations..... | 19 |
| Appendix B: MPO Structure..... | 20 |
| Appendix C: Funding Sources & Allocations | 22 |
| Appendix D: MPO Documentation | 24 |
| Appendix E: Travel Demand Model and Regional Economic Model Update | 26 |

List of Exhibits

List of Tables

| | |
|---|----|
| Table 1-1. MPO Participating Agencies | 4 |
| Table C-1. MPO Funding Summary | 22 |
| Table C-2. FY 2022 MPO Revenues and Expenditures | 22 |
| Table C-3. MPO Work Elements by Federal, State, and Local Funding Sources | 23 |

List of Figures

| | |
|--|----|
| Figure B-1. Region 1 Planning Council (RPC) Governance Structure | 20 |
| Figure B-2. Metropolitan Planning Organization (MPO) Structure | 21 |
| Figure C-1. RPC MPO Funding Sources..... | 23 |

Introduction

About Region 1 Planning Council

By Federal law, all urbanized areas over 50,000 persons are required to have an organization that plans and coordinates the decisions regarding the area's surface transportation system called a Metropolitan Planning Organization (MPO). The core functions of the MPO include:

- Establish fair and impartial setting for regional decision making;
- Identify and evaluate alternative transportation improvement options;
- Prepare and maintain a Metropolitan Transportation Plan (MTP);
- Develop a Transportation Improvement Program (TIP); and
- Involve the public in all of the above mentioned functions.

Due to the size of the Rockford urbanized area, the Rockford MPO has an additional designation as a Transportation Management Area (TMA). A TMA is an urbanized area with a population of over 200,000 individuals, as defined by the U.S. Census Bureau. MPOs with this designation have additional roles and responsibilities beyond the core functions identified above, including the development of a congestion management process (CMP) and project selection for the suballocation of Surface Transportation Block Grant (STBG) and Transportation Alternative Program (TAP) funds.

In the Rockford Region, the MPO transportation planning function is housed within Region 1 Planning Council (RPC). The RPC is a special-purpose, regional government agency designated to coordinate intergovernmental collaboration. This regional model provides an efficient means of promoting a well-informed, comprehensive dialogue that holistically addresses regional issues by fulfilling the needs of government entities for long-range planning, securing funding, and analyzing and providing data in support of regional projects and initiatives. Essential to fulfilling its purpose as a planning commission, RPC is a designated metropolitan planning organization (MPO), economic development district (EDD), geographic information system (GIS), and land bank authority (LBA).

The MPO is empowered and governed by an interagency agreement, known as the MPO Cooperative Agreement, that was developed and mutually adopted by the Cities of Rockford, Loves Park, and Belvidere; the Counties of Winnebago and Boone; the Village of Machesney Park; Rockford Mass Transit District; and the State of Illinois acting through the Illinois Department of Transportation (IDOT).

The activities of the MPO are directed by a Policy Committee that consists of the top elected officials from the above entities plus the Deputy Director from IDOT Region 2 and the Chairman of the Rockford Mass Transit District Board. Transportation planning is carried out through a continuing, comprehensive, and cooperative

(3-C) planning process. The Policy Committee receives technical recommendations and assistance from a 20-member Technical Committee comprised of planners and engineers from the above entities plus various other local partners, such as the Greater Rockford Airport Authority and the Rock River Water Reclamation District.

Much of the technical work accomplished by the MPO is done by a professional staff under the management of the Director of the Metropolitan Planning Organization in close coordination with the RPC Executive Director.

The planning process and planning activities are funded by annual planning grants from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) with 20 percent matching funds from IDOT through the State Planning Fund (SPF) and through local contributions from the six local municipal agencies that comprise its Policy Committee membership.

Some of the core areas of the RPC fall outside of the MPO planning goals and information that is required to be included in a metropolitan transportation plan, unified work program and transportation improvement program. From a professional planning perspective, RPC includes and connects many of the issues and overall planning processes that urban and rural areas are confronted with. The FHWA/FTA planning funds that the MPO receives through the IDOT Intergovernmental Agreements are restricted to transportation planning activities and directives established under the authorized federal transportation legislation. Transportation planning funds and factors are intended for projects that are based upon the continuing, comprehensive transportation planning process carried out cooperatively by states and local communities in conformance with federal law. In addition to these requirements, the MPO and its partner agencies have identified the significant importance of coordinated planning as it applies to the progress of the region's economic development, transportation infrastructure system, environment, and land-use patterns. The MPO, as it continues its responsibilities set forth



by Federal and State transportation laws and requirements, also plays a key role in the transportation planning elements of the RPC's overall regional planning initiatives.

MPO Unified Work Program

This Unified Work Program (UWP) identifies the funds and activities to be conducted by the RPC MPO during the period from July 1, 2021 through June 30, 2022, Fiscal Year 2022. Opportunities for public comment will be afforded at MPO Committee meetings from January 2021 through May 2021. Development of the MPO FY 2023 UWP will begin in November 2021. Suggestions regarding MPO transportation planning work may be directed to the Director of Regional Planning, the MPO Technical Committee, or MPO Policy Committee at their respective monthly meetings. To contact MPO planning staff or view the RPC website for meeting dates, times and locations, please visit: <http://r1planning.org>.

This report and attached tables comprise the UWP for the Rockford, Illinois Metropolitan Planning Organization, otherwise known as the RPC MPO, for FY 2022. Additional copies of this UWP may be obtained at the office of RPC, 127 N. Wyman Street, Rockford, IL, 61101 (Telephone: 815-319-4180) or from the RPC website, <http://r1planning.org>.

Funding for the MPO comes from four funding sources:

- Federal Highway Administration – PL;
- Federal Transit Administration – 5305(d);
- State of Illinois, Illinois Department of Transportation (IDOT) – State Planning Funds (SPF); and
- Local Contributions from:
 - City of Rockford,
 - Winnebago County,
 - City of Loves Park,
 - Village of Machesney Park,
 - City of Belvidere, and
 - Boone County.

Through the adopted MPO Cooperative Agreement (CA) and the annual IDOT Intergovernmental Agreement (IGA), these funds that provide the financial operational assistance for MPO to perform the required transportation planning work, prepare technical documents, and provide specialized assistance as required by Federal law and regulations and the IDOT/MPO IGA. By the nature of these adopted and executed agreements, Federal and State transportation planning funding sources restrict the work activities of the MPO and staff to the specific tasks that are described in this annual UWP. Any work activities done “outside” of the framework of this document would be deemed ineligible and disqualified for use of the funding sources identified above.

The earliest this proposed work program will be considered for adoption by the MPO Policy Committee will be at their June 25, 2021 meeting. Public comments will be accepted any time before or after adoption and most aspects of this proposed program are amendable for reasonable cause. However, the public is encouraged to provide input as early as possible.

First time readers of MPO Unified Work Program (UWP) and others less familiar with transportation planning terminology may



wish to make note of the acronyms and abbreviations provided in Appendix A.

Current Federal Transportation Legislation

On December 4, 2015, President Obama signed into law the Fixing America's Surface Transportation (FAST) Act to provide long-term funding certainty for surface transportation. The FAST Act authorizes \$305 billion nationwide over fiscal years 2016 through 2020 for the Department's highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology and statistics programs. The FAST Act provides needed funds and, more importantly, it transforms the policy and programmatic framework for investments to guide the growth and development of the country's vital transportation infrastructure.

In the FAST Act, the metropolitan and statewide transportation planning processes are continued and enhanced to incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection. Public participation remains a hallmark of the transportation planning process. Requirements for a metropolitan transportation plan (MTP) and a short-term transportation improvement plan (TIP) continue, along with the incorporation of performance-based planning into specific programs. The long-range plan must describe the performance measures and targets used in assessing system performance and progress in achieving the performance targets. The TIP must also be developed to make progress toward established performance targets and include a description of the anticipated achievements.

FAST Act requires that MPOs, as a condition for receipt of Federal surface transportation funds, carry out a continuing, cooperative and comprehensive (3-C) performance-based multimodal transportation planning process that results in plans and programs consistent with the planned development

of the metropolitan area. To ensure the 3-C process is carried out, the U.S. Department of Transportation Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have issued planning regulations that all urban areas over 200,000 persons must undergo a Certification Review. As a result of these regulations governing the development of MTPs and programs for urbanized areas, the FY 2022 UWP is developed under the provisions established in MAP-21 and the FAST Act. The most recent metropolitan transportation planning final rule and regulations were published in the Federal Register on May 27, 2016 and work elements described in this FY 2022 UWP work towards integrating those requirements into the planning process and documents of the MPO.

FHWA/FTA Certification Review

The MPO most recently went through its joint FHWA & FTA Certification Review in October 2019. The MPO received the finalized certification review document on in June 2020 and the MPO has taken the recommendations from this Certification Review into consideration, to the best extent possible, incorporated these elements into this FY 2022 UWP.

Maintaining the four-year time period to review the MPO transportation planning process and documents, representatives from FHWA and FTA are tentatively scheduled to conduct an on-site review during the 2023 fall/winter season.

The MPO FY 2022 UWP guides the Federal, State and local transportation planning activities in the Rockford metropolitan planning area that support the overall goal of ensuring that our surface transportation system can continue to support both the local and U.S. economy and provide residents with a good quality of life. With future surface transportation legislation, this overall principal must continue programs and funds that result in ensuring that our nation's transportation and infrastructure aid in maintenance and enhancement of the linkages between transportation investment and economic opportunities while preserving environmental sensitive natural resources.

Overall UWP Goals

Regional transportation planning in the Metropolitan Planning Area (MPA) is funded primarily with Federal funds stemming from the Fixing America's Surface Transportation Act (FAST Act). The details of this funding are discussed in subsequent sections of this report. In accordance with the FAST Act and 2050 Metropolitan Transportation Plan for the Rockford Region (MTPO, the goals of this UWP are in concurrence with the overall goals, as listed below.

- Support the economic vitality of the Rockford Metropolitan Planning Area, especially by enabling global competitiveness, productivity and efficiency.
- Increase the safety of the transportation system for motorized and non-motorized users.
- Increase the security of the transportation system for motorized and non-motorized users.
- Increase the accessibility and mobility options available to people and for freight.
- Protect and enhance the environment, promote energy conservation, improve the quality of life and promote

consistency between transportation improvements and State and Local planned growth and economic development patterns.

- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
- Promote efficient system management and operation.
- Emphasize the preservation of the existing transportation system.
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
- Enhance travel and tourism.

As stated in the May 27, 2016 Federal Register (Final Rule for Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning), consideration of the above planning factors shall be reflected, as appropriate, in the metropolitan transportation planning process. The degree of consideration and analysis of the factors should be based on the scale and complexity of many issues, including transportation system development, land use, employment, economic development, human and natural environment, and housing and community development.

FHWA/FTA: MPO Planning Regulations and Related Transportation Work Tasks

- MPO Organization
- MPO Boundaries
- MPO Agreements
- Land Use
- Economic Development
- Air Quality Conformity and Environmental Mitigation
- Project Programming
- Fiscal Constraint
- Congestion Management
- Access Management
- Demographics
- Public Participation
- Interagency Consultation & Cooperation
- Mobility
- Title VI of Civil Rights Act & Environmental Justice
- Project Readiness/Delivery
- Transportation Improvement Program
- Americans with Disabilities Act
- Safety and Security
- System Management and Operations
- Asset Management
- Intelligent Transportation Systems
- Performance Management
- Travel Demand Forecasting
- Freight and Intermodal Connections / Connectively
- Public Transit
- Bicycle – Pedestrian Facilities
- Non-Transportation Infrastructure
- Regional Economics
- Healthy Communities

MPO Participants

The many agencies, listed in Table 1.1, assist the MPO in conducting transportation planning within the metropolitan planning area and this cooperative, comprehensive and continuous work is coordinated by the UWP. These agencies hereafter referred to as the MPO participants, have agreed to cooperate and work toward completing the proposed products and elements of this work program.

In FY 2022, the MPO will continue to coordinate the work and ensure compliance with State and Federal transportation planning requirements. RPC is also responsible for the majority of the administrative and record keeping needs of the MPO. The MPO has the responsibility of preparing and maintaining the principal documents required by Federal law: the annual TIP, the MTP (prepared every 5 years), the annual UWP, Coordinated Public Transit - Human Services Transportation Plan (HSTP), and the assessment to ensure non-discrimination (Title VI) and Environmental Justice. The MPO also maintains the Travel Demand Model (TDM) for the metropolitan planning area and surrounding region.

Appendix B displays the current organizational structure of the MPO function of the RPC and how the MPO is part of the regional framework for collaborative planning.

Transportation Planning Funding Sources

The transportation planning process coordinated through the MPO is typically funded through several subsidies and programs:

- **FHWA-PL:** Funds provided through the Federal Highway Administration (FHWA), annually sub-allocated to the MPO by the Illinois Department of Transportation (IDOT); used primarily for highway planning, but can be used for other related multi-modal transportation planning work. (20% match required).
- **FTA 5305(d):** Funds provided through the Federal Transit Administration (FTA); annually sub-allocated to MPO and other MPOs throughout the State by IDOT: aimed primarily at planning needs related to public transit and paratransit. Public transit agencies typically use 5307 or other sources for their planning activities. (20% match required)
- **State Planning & Research Funds (SPR):** Allocated to the States via MAP-21 & FAST Act for use on unique planning, research and feasibility studies. The funds are sometimes passed on to local governments for the same purposes. When the MPO receives these funds, a separate intergovernmental agreement is developed and authorized by IDOT and the local governmental body. (20% match required).
- **State (IDOT) Planning Funds –(SPF):** Funds directly from the State of Illinois (IDOT) for MPO transportation planning purposes only.
- **Local Contribution Funds (LC):** Funds provided by local MPO participants for related planning purposes.

Table 1-1. MPO Participating Agencies

MPO Technical Committee

| Voting Members | Non-Voting Members |
|--|--|
| Belvidere Planning Department | Illinois Environmental Protection Agency |
| Belvidere Public Works Department | Illinois State Toll Highway Authority |
| Boone County Highway Department | IDOT, Division of Public & Intermodal Transportation |
| Boone County Planning Department | IDOT, Division of Urban Program & Planning |
| Chicago / Rockford International Airport | Ogle County Highway Dept. |
| Forest Preserves of Winnebago County | Boone County Council on Aging |
| Illinois Department of Transportation – District 2 | State Line Area Transportation Study |
| Loves Park Community Development Dept. | Federal Highway Administration, Illinois Division |
| Loves Park Public Works Dept. | Stateline Mass Transit District |
| Machesney Park Community Development Dept. | |
| Machesney Park Public Works Dept. | |
| Rockford Public Works Dept. | |
| Rockford Community Development Dept. | |
| Rockford Mass Transit District | |
| Winnebago County Planning & Economic Development Dept. | |
| Winnebago County Highway Dept. | |
| Rock River Water Reclamation District | |
| Boone County Conservation District | |
| Rockford Park District | |
| Winnebago County Soil & Water Conservation District | |

FY 2022 UWP Work Elements

Listed below are the major planning activities scheduled for FY 2022 by the nine (9) UWP Work Elements. For each transportation planning work activity, a brief summary describes the nature of the possible tasks that are either currently underway in FY 2022 and/or will continue or start in FY 2022. In the annual MPO Intergovernmental Agreement with IDOT the Scope of Services describes the work activities and elements that are eligible for FHWA-PL, FTA-5305(d) and State Planning Funds (SPF) reimbursements.

Element 1. Unified Work Program

The Uniform Work Program (UWP) is prepared annually to coordinate and direct transportation planning in the urban area. The UWP coordinates planning related to transit, highways, active transportation modes, and other surface transportation modes (primarily freight, rail, and air). The program suballocates the various funding sources described above among the various work elements and studies proposed for the year and consultants hired, as needed, to perform the work. The UWP identifies responsibilities and expected work products throughout this reporting year.

During the current fiscal year, a UWP for the following fiscal year is prepared and published. Also, during any given year, amendments may be necessary to the current UWP to compensate for changes in priority or need. The Lead Agency (and IDOT) is responsible for advising all MPO participants regarding possible eligible activities and for preparing formal amendments to the current year UWP when needed.



Staff Activities:

- Preparation of annual work program and amendments as necessary;
- Review invoices and bills and recommend authorization of payment;
- Maintain financial data by work elements;
- Preparation of quarterly progress reports to IDOT
- Monitor planning work activities / projects;
- Preparation of overall MPO budget and intergovernmental agreement (IGA) with IDOT; and
- Update and amend the FY 2022 UWP as needed.

The MPO will prepare and publish the FY 2023 UWP next spring (2022) and advise all MPO participants regarding possible eligible activities which are covered by IGA.

Element 2. Technical Assistance

The MPO will provide technical assistant (TA) and/or perform the following:

2.1. Greenways Planning, Environmental, NEPA, and Corridor Analysis – Watershed Planning

The MPO will continue to be the coordinating agency that updates the Greenway Plan for the metropolitan planning area in FY 2022 and beyond.

The currently adopted Boone and Winnebago County Greenways Map (fifth version) and its companion Greenways Planning Document were completed in early 2021. The plan provides information environmental- and preservation-related property acquisitions, floodplains, steep slopes, and other technical GIS information. The Boone and Winnebago County Greenways displays emphasis regarding transportation planning and environmental linkages (PEL).

During FY 2022, staff will continue to update GIS data layers and coordinate with the MPO Technical Committee, Winnebago County GIS, the RPC Environmental Committee, other partner agencies, and the general public to continue this planning effort. As part of this process, the MPO will continue to maintain the interactive versions of the greenways map for access on the MPO website. The development of an interactive digital version of the regional Greenways Map was pursued during the FY 2021 update process.

Correlated to the GREEN Strategy Action Plan and the 2016 FHWA/FTA Federal Certification review, the MPO will lead and aid local units of government in addressing and resolving emerging transportation and environmental, watershed, water quality and quantity, and stormwater planning issues. Integration of these considerations will further develop linkages between transportation, economic development, hazard mitigation and land use planning.

To continue this planning effort and to follow-up on an issue identified in the 2015 FHWA/FTA Certification Review report, staff has incorporated an environmental screening table for all the projects listed in the 2050 MPO Metropolitan Transportation Plan (MTP) which was adopted in July 2020. The table would include project name, purpose and need, the lead agency primary responsible for the project, other possible participating agencies and agencies that should be consulted with. Incorporation of environmental screening of transportation projects in MPO planning documents and programs will continue into FY 2022.

2.2. Corridor Analysis, Economic and Traffic Simulation Modeling Assistance

The intent of this technical assistance category is to support public agencies in the MPO planning area by providing current and projected traffic volumes, alignment analysis, ROW, capacity needs and other related transportation demand model information for the development of multi-modal transportation infrastructure projects and transportation planning studies. Certain work tasks requested for these types of analyses will also be projects included into the annual TIP. This assistance incorporates review of different planning/traffic network scenarios.

Other special requests – These requests come throughout the year that are not planned, but are needed for an analysis, corridor study, intersection design study, or other related transportation system issues in which the MPO can provide modeling assistance.

2.3. Alternative Transportation Planning

The MPO Policy Committee in FY 2018 adopted the current Bicycle and Pedestrian Plan for the Rockford Metropolitan Area. The main purpose of this study is to identify and catalog a region-wide system of bicycle and pedestrian facilities (bike lanes and routes), connect with existing and planned shared-use path facilities, existing and planned public transportation services, promote active transportation, and provide model development regulations and ordinances to encourage bicycle and pedestrian friendly growth in the MPO area. Included in the current plan is a regional outline for “Complete Street” guidelines that can be used as a reference for the local units of government as well as a pedestrian suitability analysis. Over the past several years, several local municipalities have started to allocate funds to implement an on-street bicycle network as well as constructing new shared-use paths links to the regional system.

The MPO will work on recommendation elements of the plan continuing through FY 2022.

Additionally during FY 2022, the MPO will continue to work on a Regional Online Bicycle Map. The regional online bicycle map will be comprised of two components: (1) an interactive online map for members of the public to view existing on-street bicycle facilities and shared use paths and (2) an inventory of existing and proposed facilities with additional information, such as agency with maintenance responsibilities, surface type, etc. The MPO will continue to work with coordinating agencies to update this resource on a regular basis.



2.4. Internal Mapping Operations

The MPO on a continuing basis develops its own internal mapping database that consists of GIS shapefiles for transportation, economic, land use, and major planning features (base files). Other GIS files and associated data sets are created internally for specific projects. Monitoring and incorporation of the most recent data available from the U.S. Census and other economic and employment data resources is also undertaken to incorporate those data sets and analyses into transportation planning process and GIS capabilities of the MPO.

This will be a continual project that will require ongoing updates, modifications, new data collection and creation. This database will allow transportation planning staff to utilize up to date information to efficiently assist in the development of MPO and partner agency transportation planning documents. Also, one of the goals of the MPO within this work element is to develop online mapping applications /interactive maps to display data on transportation, land use, environmental and socio-economic characteristics of the region.

2.5. RMTD AND Regional Public Transit Initiatives

Technical assistance for the Rockford Mass Transit District (RMTD) and partner agencies providing transit services within the MPO planning area includes providing geographic data, demographic and socio-economic data, and researching transit related programs and data upon request. These work products assist transit partners in analyzing their current routes and networks in spatial relationship to regional data sources. This technical assistance additionally helps to better determine areas of need related to transit, assists in analyzing current transit route effectiveness, and helps identify strategies and solutions for further integrating available mobility options within the planning and service areas.

Other aspects of this element include provision of updates to RMTD and other partner agencies providing transit services on work the MPO is performing, attendance at public transit partner agency meetings, and other work as required by the needs of the

MPO Alternative Transportation Committee and the Coordinated Public Transit – Human Services Transportation Plan (HSTP). Additionally, included in this work task is the identification of connections between urban and rural transit services. This work will be executed on an ongoing basis and plan updates to the HSTP will be cycled in proximity to updates of the MTP. The latest update to Human Service Transportation Plan began and was completed in FY 2021.

Element 3. Administration

Under this element, the general administration (AD) work necessary for the operation of the MPO is conducted and adjunct services are provided to the MPO Policy and Technical Committees and their subcommittees. RPC, as the designated MPO Lead Agency, will have all the responsibility for work under this element. However, IDOT and the MPO will share some of the work, particularly related contract administration and certification. Other participants requesting reimbursements will supply information to the Lead Agency in an appropriate time frame but will not request or seek reimbursement for such administration work.

As stated in the past, this work can involve the following, as needed:

1. Administering and coordinating the MPO/IDOT Intergovernmental Agreement.
2. Preparing monthly progress reports, financial statements and annual completion reports, where necessary, for State and Federal contracts and related record keeping and other documentation for audit purposes.
3. Preparing reports and maintaining records to meet the accounting requirements of the local participants.
4. Procuring necessary supplies, office space, and capital equipment, such as computer equipment, and similar equipment necessary for gathering, displaying, or disseminating information.
5. Hiring and supervising employees.



6. Managing, employee benefits, performing employee evaluations, setting and disbursing salaries. Conducting similar activities necessary to maintain the MPO but not readily accountable to other specific work elements.
7. Maintaining and preparing records and documentation necessary for certifying the Planning Process for conformance with applicable State and Federal guidelines and regulations.
8. Assuring equal opportunities to Disadvantaged Business Enterprises (DBE) and minorities in contracts and subcontracts.
9. Maintenance of the Cooperative Agreement (CA) empowering the MPO for the Rockford Urbanized Area.

Staff Activities:

- Prepare and maintain employee accounting and other documentation for record keeping.
- Prepare and distribute information material regarding MPO and staff activities.
- Prepare minutes, reports, plans, and other documents relative to MPO activities.
- Accounting and payroll information.
- Schedule, attend, and provide administratively assistance for MPO meetings.
- Administer the Personnel, Affirmative Action, EEO Programs, and other MPO policies.

Element 4. Public Participation

The MPO will conduct open, continuous, and participatory meetings and hearings with the public and other stakeholders pertaining to transportation planning; conduct surveys, gather feedback; disseminate information, newsletters, and press releases; prepare and maintain agendas, meeting minutes and other related material for MPO’s Policy Committee, Technical Committee and Alternative Transportation Committee; provide the public with easy access to information, including via a website and to citizens who may need language assistance (MPO’s Limited English Proficiency [LEP] Plan); and work with subcommittees and other similar organizations in the area. The MPO developed an update to the Public Participation Plan (PPP) in FY 2018, which provides enhanced approaches to engaging stakeholders, and continuing to provide multiple opportunities and methods for gaining input from all areas of the community.

Staff Activities:

- Prepare and maintain agendas and meeting minutes for the MPO Policy Committee, Technical Committee, Alternative Transportation Committee, and other public meetings where and when staff attends to provide technical assistance.
- Hold and attend public hearings and informational workshops, open houses, and meetings.
- Prepare and use citizen surveys and questionnaires.
- Develop and disseminate non-technical or informational reports and seeking feedback from these reports.
- Develop “press releases” and notify the press of all meetings, agendas, and important transportation issues prior to decisions on these issues.
- Maintain an open meeting format for all MPO meetings

and allowing input from the general public on all issues during those meetings. Where and when applicable, the MPO will follow the overall objectives of following Context Sensitive Solutions (CSS), which is a public participation process that seeks to engage stakeholders and the general public through early, frequent and meaningful communications. All meetings of the MPO follow the requirements, regulations, and statutes of the Illinois Open Meetings Act.

- Maintain open, accessible offices, and, from these offices, answering questions and requests in person or by telephone from the general public, the press, and other special groups.
- Continue to develop and maintain the MPO webpage, which now is available on via the RPC website, www.r1planning.org.
- Further incorporate the use of social media, marketing materials and newsletters in public involvement and participation efforts for MPO transportation planning processes and documents.

The MPO will continue to ensure that the currently adopted PPP and LEP documents meets the current federal and state guidelines and regulations. The MPO will monitor these documents and update them accordingly to the requirements of the FAST Act and future transportation planning legislation.

Element 5. Transportation and Economic Data/Forecasting

Work in this element involves the gathering, maintaining, monitoring, and forecasting of a wide variety of data and information needed for the comprehensive transportation planning process.

Staff Activities:

- Maintain and update the MPO travel demand modeling program used in the development of traffic forecasts.
- Develop traffic count programs for various areas, corridors, intersections, and interchanges.
- Monitor public transit services and ridership data.
- Monitor regional air passenger and cargo and freight information for intermodal connections and the Primary Freight Network.
- Monitor and update regional laborshed and commuter flow data.
- Coordinate with participating agencies in gathering other transportation data as needed to prepare technical reports and analysis as part of project development reports for transportation improvement projects.
- Develop the Functional Classification System maps for the MPO urban area.
- Develop the Traffic Analysis Zone maps for the three-county (Boone, Winnebago and Ogle) modeling area.
- Develop performance measures and analytical methods to measure the MPO's Performance Measures requirements, the region's transportation system's connectivity, and non-motorized programs. Incorporate

performance based programming for highway and transit funding decisions. This effort will be linked to numerous planning work elements detailed within this UWP.

- Prepare necessary information for MPO participating agencies as requested to meet project construction and letting process.
- Prepare necessary technical reports on a wide variety of transportation issues that will impact the MPO and our participating agencies overall planning coordination.
- Maintenance and development of socio-economic data and forecasts include data on dwelling units, employment, population, and car and truck registrations also factor into the development of the travel demand model.
- Collect additional data for the recalibration, update, and maintenance of the region's Travel Demand Model (TDM) and Regional Economic Forecast Model (REMI).

Element 6. Land Use-Planning, Data Collection, and Title VI & EJ

The MPO will provide technical assistance in reviewing zoning ordinances, land use and comprehensive plans, and socio-economic planning activities to determine future transportation needs, coordinate transportation improvements, and maintain the Metropolitan Transportation Plan (MTP). This work is essential for determining future transportation needs and coordinating transportation improvements with other public improvements and private development.

The linkage between socio-demographics, land use and transportation systems are no longer separate planning issues rather it has become an integrated process. The MPO utilizes several software programs to provide additional data and aid in the analysis process: Regional Economic Models, Inc. (REMI) TranSight Program and their Metro-PI Program, along with PTV Group's VISUM program. Regional Economic Models Inc. (REMI) TranSight program (program #1) is a dynamic economic and demographic impact analysis model with the ability to evaluate changes to the region's transportation network overtime. This model allows the MPO along the local and state agencies to forecast the impacts of transportation projects within the time horizon of the Metropolitan Transportation Plan.

PTV-VISUM is the travel demand model (TDM) utilized by the MPO. PTV-VISUM modeling data can be joined to REMI's economic and demographic structure to produce benefits to the region. The user takes outputs from PTV-VISUM (i.e. vehicle miles traveled, vehicle hours traveled, and trips) and inputs them into TranSight. REMI Metro-PI program (program #2) is used to identify where growth will occur at a localized level. Metro-PI provides comprehensive economic and demographic forecasting for sub-county geographies. Driven by a structural economic model and calibrated with local knowledge and data, Metro-PI generates forecasts at the municipal, census tract, or Traffic Analysis Zone (TAZ) level, granting the user detail about the localized effects of policy / project changes.

The MPO will continue to expand these programs in order to

continue modeling the dynamic economic impact of transportation infrastructure investment projects and to forecast the benefits of these improvements.

More information on the TDM and REMI can be found in Appendix E.

Staff Activities:

- Monitor area construction, demolition, and land use changes.
- Compare census data, monitoring counts, and other data with forecasts.
- Development and maintenance of comprehensive land use plans including plans for other major infrastructure improvements such as sanitary sewer, storm sewer, storm water detention, public water, public parks, and other public facilities and services.
- Monitor changes in land use plans, laws, and ordinances regarding their impact on transportation.
- Analyze and monitor relevant Title VI and Environmental Justice data for the TIP planning process.
- Analyze and assure transportation planning recommendations and coordinated services are not discriminatory to minorities (Title VI) or neglect persons of lower economic status in the community (Environmental Justice).
- Coordinate the Title VI and Environmental Justice assessment data with other planning and economic development efforts and processes.
- Prepare and monitoring the Title VI and Environmental Justice assessments and Limited English Proficiency Plan for the MPO.
- Prepare necessary information for the MPO participating agencies as requested to meet the needs of each request and in the development of the MTP and the TDM.
- Coordinate with the Rockford Area Economic Development Council, Growth Dimensions, several of the areas' Chambers of Commerce, and other economic development organizations engaged in visioning and promoting the future of the Rockford Metropolitan Area.
- Review and monitor local land use plans to ensure overall coordination with the MPO MTP and TIP planning processes. The MPO uses the adopted land use and comprehensive plans in the development of new land use projections for use in the travel demand model.
- Use available Census data and continue to integrate it into the on-going development and monitoring of the MTP process and many of the analyses and studies performed.
- Use and modify Illinois Department of Employment Security, Bureau of Labor Statistics and Bureau of Economic Analysis data for the purpose of making employment and economic projections.
- Integrating the REMI software programs into the overall MPO transportation planning process while working with the local agencies to foster a more economical – transportation improvement connection with capital



programming of projects and programs.

Element 7. Transportation Improvement Program

The MPO will prepare and publish the annual TIP for the next four fiscal years (2022-2025) including modifications and amendments; coordinate with other agencies and transit providers in development of priorities of various projects and transportation improvements; comply with federal requirements; and monitor and report on implemented projects. The TIP lists and sets priorities for transportation improvements and assures they are financially feasible, as well as coordinated with other improvements and developments. It is important to note that the TIP has 12 goals and that work towards any of these goals is encouraged:

1. Set priorities for all major transportation improvements over the next four years.
2. Assess the financial needs and resources of the MPO partner agencies.
3. Account for all proposed uses of federal highway, transit, and transportation alternatives program funds.
4. Reaffirm realistic state and local revenue projections.
5. Provide a fair balance of highway, transit and transportation alternatives program interests.
6. Emphasize planning and cost-effective projects.
7. Evaluate alternative cost and revenue scenarios for local transit in light of revenue uncertainties.
8. Update transit operating and financial management plans.
9. Emphasize transportation projects that have minimal adverse impact on the environment and the community.
10. Provide opportunities for participation by the public and private sector.
11. Provide better services for those persons traditionally under served by the existing transportation systems, including persons with disabilities.
12. Encourage strong regional connections through transportation projects by providing information

on projects of regional significance so that partner agencies and the public can be more aware of the future of roadway improvements on a regional level. This will also encourage the collaboration of member agencies to develop projects in concert, better serving users of roadways and transit by having well-planned and integrated projects regardless of municipal borders.

Staff Activities

- Assure conformance with federal and state DOT requirements including project priority setting, adherence to financial constraints, and public participation.
- Coordinate with private and public transit providers and incorporation of projects programming FTA transit funds (i.e. 5307, 5310, 5339, etc.)
- Monitor and report on progress regarding implementation of projects in the TIP and completing the Annual List of Federally Obligated Projects. This work includes an initiative to create a publically accessible online database for TIP projects of past and present documents which will also highlight project impacts within the MPA.
- Develop, publish and disseminate the FY 2022-2025 TIP document and amendments thereto.
- Coordinate with implementation partner agencies to utilize the procedures to amend and modify the MPO transportation improvement program and quarterly project tracking forms as recommended by the MPO Technical Committee and adopted by the MPO Policy Committee via MPO Resolution 2018-4.
- Develop updated scoring metrics and criteria, as needed, for the Surface Transportation Block Grant (STBG) and the Transportation Alternatives Program (TAP) funding project selection. Activities related to call for projects as well as the project selection process pertaining to transportation infrastructure funds are included in this work element.
- Maintain the interactive digital map detailing information for projects listed within the FY 2022-2025 TIP.

As required by the FAST Act, the TIP is designed such that once implemented, it makes progress towards achieving the performance targets. Additionally, the TIP shall also include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan. The phase-in of new requirements defined in the Final Rule for Metropolitan Transportation Planning (May 27, 2016) states that, “On or after May 27th, 2018 (2 years after the publication date of this rule), FHWA/FTA may only determine the conformity of, or approve as part of a STIP, a TIP that has been developed according to the provisions and requirements of this part, regardless of when the MPO developed the TIP”. In FY 2022, the MPO will continue to incorporate the requirements pertaining to the development of the TIP and those activities will be included within this work element.



Element 8. Congestion and Transportation System Management

The MPO will improve plans for the cost-effective maintenance of transportation infrastructure, equipment, and facilities; employ innovative ways to improve safety, utilization, and efficiency of the existing transportation system; carefully manage additions and changes to the functionally classified roadway network; develop, maintain, and encourage the use of transportation alternatives, Smart Growth principles, and other techniques to reduce peak traffic and overall travel demand; and undertake special efforts to address issues on growth in freight transportation in the region.

Performance Measures

States, MPOs, and other stakeholders are required to establish performance measures for pavement conditions and performance for the Interstate and NHS, bridge conditions, injuries and fatalities, traffic congestion, on-road mobile source emissions, and freight movement on the Interstate System. State and metropolitan plans will describe how program and project selection will help achieve the targets.

For public transportation, FAST Act requires MPOs and States to establish performance targets that address national performance measures issued by the US-DOT and are based on goals outlined in law (i.e. transit safety and transit asset management).

The FAST Act restructured several of the existing planning and focus areas into more centralized programs to address many challenges facing the U.S. transportation system. The incorporation of a performance measures and a comprehensive performance-based multimodal transportation planning process will encourage improvements in the following categories:

- **Safety:** Achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure condition:** Maintain the highway

infrastructure asset system in a state of good repair.

- **Congestion reduction:** Achieve a significant reduction in congestion on the NHS.
- **System reliability:** Improve the efficiency of the surface transportation system.
- **Freight movement and economic vitality:** Improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental sustainability:** Enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced project delivery delays:** Reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

TIPs must include a description of the anticipated progress toward achieving the targets brought about by implementing the TIP.

Safety Planning

One core emphasis of the FAST Act is the continual aggressive safety agenda. The MPO has and will continue to coordinate with IDOT regarding their Strategic Highway Safety Plan initiative to develop a regional and local process to identify safety problems by working with the Boone County Highway Department, Winnebago County Highway Department and other local agencies to address those known areas/locations where safety will be improved. This planning process is part of U.S. DOT and FHWA effort to develop a National Strategy on Highway Safety – Toward Zero Deaths (TZD). The National Strategy is a data-driven effort focusing on identifying and creating opportunities for changing American culture to improve highway safety through engineering, education, enforcement and emergency medical services (4 E's). The MPO will continue to advance in the coordination and cooperation with a broad range of multidisciplinary stakeholders to improve transit, freight vehicle, non-motorized, and transportation network safety by assisting agencies in applying for Highway Safety Improvement Program (HSIP) and other related transportation safety funds.

Transportation System Management and Operations

In FY 2021, the MPO began undertaking a comprehensive update to its 2008 Transportation System Management and Operations (TSMO) and the Congestion Management Process. The overarching goal of this project is to further strengthen linkages between operations and planning of the regional transportation system to solve operational problems, improve system performance, improve communication across transportation agencies, and prepare for the incorporation of emerging technology. The plan will identify key transportation performance measures of relevance to the region, coordinate with transportation system operators and providers to collect appropriate data for those measures, compile and analyze the data, and develop a set of preferred TSMO solutions to be incorporated into the transportation planning process.

The completion of this plan will provide a current condition analysis and strategies that address how efficiently and safely people and goods can move from place to place across all modes, how long and often travelers are delayed due to both recurring and nonrecurring events, how efficiently goods are reaching markets within and outside of the region, and the environmental impacts generated by transportation operations. With this knowledge, the region can then work collaboratively to develop an integrated approach that optimizes the existing infrastructure through the implementation of systems, services, and projects designed to preserve capacity and improve system performance.

The MPO will incorporate requirements of the Final Rule for Statewide and Metropolitan Transportation Planning (as they pertain to Congestion and Management & Operations) as well as recommendations for improvement as listed within the 2020 FHWA/FTA Federal Certification Report.

Air quality and other environmental issues will continue to be a core planning area for the MPO. For U.S. DOT funds to be authorized, approved and fund programs and projects, those specific projects in the Rockford urbanized area must conform to the Clean Air Act. MPO staff will continue to monitor the ozone National Ambient Air Quality Standards (NAAQS) re-evaluation process, as well as the information for carbon monoxide and particulate matter. The MPO is currently designated as an attainment area.

RPC will utilize the newly updated TDM to track and monitor the efficient movement of people and goods as it related to congestion within the region.

Staff Activities:

- Define and establish performance measures and setting targets.
- Continue to work with state, regional and local agencies in IDOT's Bureau of Safety Engineering Strategic Highway Safety Plan (SHSP).
- Coordinate planning activities and projects regarding highway safety concerns and safety measures, which will continue to be discussed at the MPO Technical Committee level as well as through continued participation with IDOT and MPO partner organizations. Development of a transportation safety working group to further initiatives may also be involved in the overall safety planning framework. This work will continue throughout FY 2022.
- Monitor and update air quality data.
- Monitor IDOT's website <http://wrc.gettingaroundillinois.com/pages/wrc.htm> and additional IDOT data resources for current road and associated facilities conditions.
- Monitor and update data for trips generated by tourism and special events.
- Update the Transportation System Management and Operations (TSMO) Plan to incorporate recommendations as provided by the recent FHWA/FTA Federal Certification Review Report. The MPO will further explore CMP strategies, document the process within the TSMO planning initiative, as well as identify congestion mitigation projects within the annual TIP.
- Research several planning initiatives and recommend

integration, where appropriate, which could further TSMO strategies of the region, such as arterial management plans and regional traffic signal coordination plans.

- Research and plan for rail including passenger (Amtrak) and commuter rail and associated facilities.
- Monitor and update the region's ITS Architecture.
- Monitor the development of Primary Freight Network and other associated national federal issues pertaining to freight planning, transportation network accommodation, and economic development.
- Incorporate regional trends and initiatives to address movement of freight to, from, and through the MPO metropolitan planning area.

Element 9. Metropolitan Transportation Plan

The current MPO MTP, 2050 Metropolitan Plan for the Rockford Region, was adopted by the MPO Policy Committee on July 31, 2020. The MPO will be maintaining the comprehensive 2050 MTP that coordinates transportation improvements and delivery of public transportation services over the next 30-year planning horizon; evaluate various plan changes, project proposals, developments and alternative transportation plans for incorporation to the MTP and its subsequent amendments.

In addition to the work elements detailed above that are directly related to or included in the 2050 MTP, several planning efforts will be undertaken by the MPO to further the goals and objects of the plan. These efforts warrant sufficient sub-elements and staff resources to be allocated for these topics. These sub-elements include:

- Alternative transportation, including bicycle and pedestrian planning;
- Asset management;
- Connected and autonomous vehicles;
- Electric vehicle readiness;
- Freight and urban good movement;
- Innovative mobility services;
- Intelligent Transportation System (ITS);
- Intercity transportation, including passenger rail and commuter services;
- Public health and transportation;
- Regional land use and environmental planning;
- Resiliency and redundancy assessments;
- Transportation financing opportunities;
- Transportation safety planning;
- Transportation system management and operations; and
- Tourism and transportation.

Livable Communities Initiative (LCI)

In order to integrate the principles developed in the Regional Plan for Sustainable Development (RSPD) and the goals and strategies of the MTP, the MPO is researching the development of a Livable Communities Initiative program. The LCI would further examine and plan for Smart Growth activities in the region and

coordinate with the MPO's transportation planning activities for a comprehensive approach. The program would provide technical assistance to partner agencies for sub-area analyses such as corridor studies, etc. The goal of these studies would be to enhance the multimodal transportation infrastructure, expand opportunities for economic development, increase community connectivity, promote healthy lifestyles, and enhance access to jobs, schools, and other services. Additionally, the LCI program would leverage federal transportation investment funding for infrastructure projects, identified within the MTP and the LCI corridor studies, that meet the criteria for enhancing livability within the region.

LCI and its livability measures will also be included in the planning and programming of several of the MPO's documents, including the project prioritization criteria of the MTP, as well as the Transportation Improvement Program (TIP). Additionally, the MPO will continue to include and expand upon the livability measures already addressed in the project selection criteria of the Surface Transportation Block Grant (STBG) and Transportation Alternatives Program (TAP) funds the MPO is allocated. Types of livability measures could include: bicycle, pedestrian, and transit trips; proximity to transit; equity considerations; proximity to employment centers, schools, and other services; and the inclusion of safety countermeasures, such as traffic calming.

Summary of FY 2022 Activities

Projects Commencing or Continuing

Federal Certification Review: Incorporate the results of the federal certification review of the transportation planning process by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) into MPO planning processes and documents. The MPO's most recent review occurred on October 23-24, 2019. Work based upon recommendations for improvements to the transportation process, as identified with the final certification report from FHWA & FTA, will continue throughout FY 2022.

MPO Metropolitan Transportation Plan: Maintain the adopted document. The current MTP was adopted on July 31, 2020 and the next update of the document is due in Summer 2025.

Corridor and Intersection Studies: Assist partner agencies in corridor studies. The following studies are previously identified or ongoing corridor and intersection development needs. Other areas, corridors, and intersections will be identified through the continuous transportation planning process with member organizations and MPO staff will provide technical assistance as needed.

- Irene Road & the Jane Addams Memorial Tollway (I-90) interchange location.
- US-20 from the Winnebago County line to Genoa Road in Boone County.
- Spring Creek Road & the Jane Addams Memorial Tollway (I-90 / I-39) interchange location.
- I-39 and Baxter Road interchange location.
- IL-2 and US-20 interchange location.
- Jefferson Street from East State Street to Kilburn Avenue in the City of Rockford
- North Second Street / IL-251 through the City of Loves Park and the Village of Machesney Park
- Roadway Inventory analysis aimed at targeting older commercial areas and surrounding areas. The overall objective is to increase their viability, economic competitiveness and community appeal to facilitate walking and bicycling, thus reducing vehicle miles of travel (VMT) and single – occupant vehicles (SOV) trips.

Environmental Planning: Incorporate environmental screening elements (i.e. NEPA table) into projects listed within the updated MPO MTP. The table would include the name of the project, purpose and need, the lead agency primary responsible for the project, other possible participating agencies and agencies that should be consulted with.

Alternative Transportation Planning: Coordinate with the Alternative Transportation Committee (ATC), as well as partner implementation agencies, to move forward the recommendations listed within Bicycle & Pedestrian Plan for the Rockford Metropolitan Area and the Coordinated Public Transit-Human

Services Transportation Plan. Maintain and amend the plan as needed.

Healthy Communities: Continue outreach to and collaborate with the area's health and university sectors to implement the GREEN strategy (Work Element 2.01). This also includes the maintaining regional Greenway Map and Plan for Boone County and Winnebago County and coordination with the RPC Environmental Committee.

Performance Measures: Incorporate the final rule regulations for MTP as published in the Federal Register (May 27, 2016) into planning processes.

Modeling: Integrate land use-based modeling and methodologies in combination with REMI and TDM outputs to assist jurisdictions' future land use and transportation investments and project prioritization. REMI and TDM integration into transportation systems planning and freight movements.

Transportation Management and Operations: Update of the regional Transportation Management & Operations Plan (TSMO) and the Congestion Management Process (CMP).

Electric Vehicle Infrastructure Readiness Plan and Implementation Efforts: Assist local partners in the promotion and implementation of strategies for the region to become "EV Ready."

Technical Assistance: Continue to provide technical assistance to the MPO Policy Committee and Technical Committee members, but also to other governmental, civic / community organizations and the general public as the planning process advances. Reports on technical assistance to various special studies and planning efforts.



MPO Public Participation Planning Process: Seek and explore current and new contacts in the MPO Public Participation Plan (PPP) so that the MPO planning process is visible, open, and accessible to the general public for review and comments. Continue the use of social media and newsletters for outreach and information purposes.

On the adoption date of this FY 2022 UWP, the MPO should have enough funds budgeted to meet these planning projects. However, if special planning projects that are not included in this FY 2022 UWP are requested for the MPO to initiate, then the MPO may seek and apply for other planning funds available to the urban area, primarily Statewide Research & Planning (SPR) Funds.

Required Transportation Planning Documents

The following federally-required documents will be updated or monitored during FY 2022.

- FY 2022 Unified Work Program;
- Transportation Improvement Program for FY 2022 – 2025;
- Annual List of Federally Obligated Projects;
- 2050 Metropolitan Transportation Plan;
- Performance Measures Targets and transportation performance-based planning requirements;
- MPO Title VI & Environmental Justice Considerations;
- MPO Coordinated Public Transit-Human Services Transportation Plan (HSTP);
- MPO Bicycle and Pedestrian Plan;
- MPO Public Participation Plan; and
- Transportation System Management and Operations Plan and the Congestion Management Process (TSMO).

Summary of FY 2022 Activities

Intergovernmental Agreement

The Federal and State funds referred to in this Work Program will be awarded via Intergovernmental Agreement (IGA) contract between the Illinois Department of Transportation and the MPO specified in this Unified Work Program. The terms of that IGA supersede this Work Program and govern the use of all Federal and State transportation planning funds and the procedures for obtaining reimbursements for expenses incurred under the terms of the Agreement and this Work Program.

Audits

An audit of all contracts and awards will be prepared to comply with OMB Circular A-102, Attachment P.

Cost Allocation Plan

The cost allocation methodology for FY 2022 will be in accordance with RPC policies and procedures and the same as used and approved in previous years. The MPO will submit those charges for reimbursement that can be defined as eligible costs under the terms and conditions as determined in the Intergovernmental Agreement (IGA) contract between the MPO and IDOT. Appendix C displays the budget for the MPO for the FY 2022-time period.

Funding Allocation Summary

The MPO is the only organization assigned tasks that are funded with FHWA PL and FTA 5305(d) funds. The nine work elements are developed around the PL/5305(d) funds and matching funds from the State of Illinois Metropolitan Planning Funds (SPF). The MPO partner organizations also provide Local Contribution Funds (LC) to address transportation and land use planning elements necessary for the region which surpass the eligibility requirements of the Federal and State sources. Planning projects that stem from this UWP will be carried out under the terms and conditions of the IDOT MPO IGA.

The nine work elements define the overall work that will be performed during the 2022 fiscal year, which covers the metropolitan planning activities under FAST Act and MAP-21. Funding resources are programmed toward developing and maintaining the full certification of the RPC MPO for the Rockford urbanized area and all related planning activities. Recent Federal emphasis encourages the integration of land use planning with transportation planning. Accordingly, all nine transportation planning elements have highway (PL) and transit (5305(d)) aspects as well as state planning funds and local contributions that are equally distributed.

Labor costs are specific personnel costs attributed directly to the nine work elements and toward achieving the goals described in this UWP. Non-labor cost includes rental and maintenance costs, payroll, insurance, audit, telephone, copier, postage, office supplies, travel, education and training, subscriptions, dues, advertising, micro-computers and other office equipment.

Appendix C displays the MPO revenue and expenditures representing information in the required GATA budget template

Submittal of Reimbursement Requests

The MPO will summarize all activity and reimbursement requests, prepare the required documentation, and submit the requests to IDOT for each month in FY 2022 within a timely fashion following each reporting period. Reimbursements from IDOT are sent to the MPO for each invoice submitted.

Title VI and Environmental Justice

A significant goal of the MPO is to assure that the delivery of public transportation services and the priority setting for transportation infrastructure improvements does not disproportionately distribute the benefits of these publicly funded activities away from minority persons or groups (racial or ethnic) or persons or groups with low income or economic status. Conversely, these efforts also seek to assure that the adverse or detrimental consequences of transportation services or improvements are not disproportionately burdened upon minorities or low-income persons or groups.

To maintain progress toward this goal, the MPO has monitored the delivery of public transportation services, the implementation of transportation improvement projects, and conducted transportation planning activities. With regard to public transit, this work was performed under specific long-standing guidance issued by the FTA and FHWA. With regard to improvement project prioritization and planning MPO techniques have involved the assessment of where work was being planned or programmed in comparison to the spatial demographics of the community.

The MPO examines the benefits and burdens of transportation investments using Geographic Information Systems (GIS) by overlaying current and proposed projects with datasets such as demographics, density, access to transit, and several others. The Alternative Transportation Committee also includes representatives that provide the MPO substantial input on the mobility and accessibility needs of low income and transit dependent populations as well as the needs of elderly and disabled persons. Furthermore, a Limited English Proficiency (LEP) plan has been developed and is currently being implemented to assist those persons with language barriers.

The FTA and FHWA have issued guidance for both Title VI and Environmental Justice planning documents. The requirements have been set with the release of FTA Circular 4702.1B (Title VI/ effective October 1, 2012) and FTA Circular 4703.1 (Environmental Justice/ effective August 15, 2012). Requirements are reflected for both the MPO and RMTD through the updated Title VI and Environmental Justice documents for each respective organization.

The more recent assessment of roadway improvements and

the overall planning process was conducted in FY 2021. The current Title VI and Environmental Justice report relating to the Transportation Planning and Transportation Improvements in the Rockford Metropolitan Area (MPO Title VI & EJ document) was adopted by the MPO Policy Committee and submitted to FHWA, FTA and IDOT on February 28, 2019. The assessment considered both minority and environmental justice and concluded that both the planning process and the priority setting for transportation improvements did not disproportionately impact nor neglect minorities and/or low-income groups or persons in the planning area, especially with respect to expenditures of Federal funds. This conclusion is supported by examination of demographic data through development of regional thresholds for Traditionally Underserved Populations (TUP) (i.e. low-income, racial/ethnic minorities, LEP, elderly, and zero car households) and comparing that information to where transportation projects utilizing Federal and / or State funds have been geographically located. Through this analysis, it was determined that of the planned total amount of \$267,587,515 for FY2021-2024, 92.5 percent of the funds are used in areas that have reached at least one of the thresholds. The MPO will continue to monitor the expenditure of Federal and State funds relating to transportation improvements as they correlate to geographic locations of traditionally underserved populations within the Metropolitan Planning Area.

Prior to the development and adoption of the 2019 MPO Title VI and Environmental Justice document and at the request of the FHWA and FTA, the MPO provided status update letters regarding the current state of the Title VI and Environmental Justice documents for both the MPO and the RMTD. These letters described the current state of the Title VI and EJ analysis process, annual self-certification process, and status of each agencies compliance as a result of recent FTA Triennial reviews (RMTD) and joint FHWA/FTA Federal Certification reviews (MPO). Both RMTD and the MPO were found to be in compliance with regulations pertaining to Title VI and EJ as there were no findings or corrective actions issued for either agency. Below is a listing of the updates that were submitted to both FHWA and FTA.

1. The report entitled, "Title VI & Environmental Justice of the Public Transit Services provided by the Rockford Mass Transit District in the Rockford Urbanized Area", March 2004, as prepared by RATS
2. The letter dated March 29, 2007, regarding "Title VI and Environmental Justice Assessment for the Rockford Mass Transit District" addressed to Dwight B. Sinks, Civil Rights Officer, US DOT / Federal Transit Administration / Region V, from Gary McIntyre (RATS)
3. The letter dated March 27, 2008, regarding "Title VI and Environmental Justice Update for the Rockford Mass Transit District Reporting Requirements", addressed to Dwight B. Sinks, Civil Rights Officer, US DOT /Federal Transit Administration / Region V, from Jon Paul Diipla (RATS)
4. The letter dated June 20, 2011, regarding "Title VI and Environmental Justice for the Rockford Mass Transit District Status Report", addressed to Donald Allen, Civil Rights Officer, US DOT / Federal Transit Administration / Region V, from Jon Paul Diipla (RMAP)
5. The letter dated June 20, 2011, regarding "Title VI and

Environmental Justice for the Rockford Metropolitan Agency for Planning Status Report", addressed to John Donovan, Metropolitan Planning Specialist, US DOT / Federal Highway Administration, from Jon Paul Diipla (RMAP)

6. The report entitled, "Title VI Program and Environmental Justice Assessment 2014-2017" provided by the Rockford Mass Transit District in the Rockford Urbanized Area, March 2014, as prepared by RMAP.
7. The report entitled, "Title VI & Environmental Justice Considerations", September 24, 2015, as prepared by RMAP.
8. The report entitled, "Title VI Program and Environmental Justice Assessment 2018-2020" provided by the Rockford Mass Transit District in the Rockford Urbanized Area, June 2017, as prepared by the RPC MPO.

Public Comments

The draft version of the MPO FY 2022 UWP was distributed to the MPO Policy Committee and MPO Technical Committee and made available on the RPC website on April 26, 2021. Public comment period for the MPO FY 2022 UWP was from April 26, 2021 until May 28, 2021.

Comments should be direct to:

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No comments were recieved or changes made to the April 26, 2021 draft version of the MPO FY 2022 UWP.

Appendices

- Appendix A. Acronyms & Abbreviations 19**
- Appendix B. RPC & MPO Structure 20**
- Appendix C. Funding Sources & Allocations 22**
- Appendix D. MPO Documentation 24**
 - RPC MPO Resolution 2021-X: Adoption of the FY 2022 Unified Work Program 24
 - RPC MPO Metropolitan Transportation Planning Process Certification 25
- Appendix E. Travel Demand Model & REMI Update 26**

Appendix A: Acronyms & Abbreviations

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3-C Continuing, Cooperative, and Comprehensive

A -----
ACS American Community Survey
ADA Americans with Disabilities Act

C -----
CMAQ Congestion Mitigation And Air Quality Improvement Program
CM Congestion Management

D -----
DBE Disadvantaged Business Enterprise
DOT U.S. Department of Transportation

E -----
EDD Economic Development District
EPA U.S. Environmental Protection Agency
EV Electric Vehicles
EVSE Electric Vehicle Supply Equipment

F -----
FAST Fixing America’s Surface Transportation Act
FHWA U.S. Department Of Transportation, Federal Highway Administration
FTA U.S. Department Of Transportation, Federal Transit Administration

H -----
HSTP Coordinated Public Transit – Human Services Transportation Plan
HUD Housing & Urban Development

I -----
IDOT Illinois Department Of Transportation
Illinois EPA Illinois Environmental Protection Agency
IL Tollway Illinois State Toll Highway Authority

L -----
LRTP Long Range Transportation Plan

M -----
MPA Metropolitan Planning Area
MPO Metropolitan Planning Organization
MTP Metropolitan Transportation Plan
MAP-21 Moving Ahead for Progress in the 21st Century Act

P -----
PEA Planning Emphasis Areas
PL Planning Funds Provided through the FHWA
PPP Public Participation Plan
PTMS Public Transit Management System

R -----
RATS Rockford Area Transportation Study*
REMI Regional Economic Models, Inc.
RMAP Rockford Metropolitan Agency for Planning*
RPC Regional Planning Council

S -----
SAFETEA-LU Safe Accountable Flexible & Efficient Transportation Equity Act: A Legacy of Users
Section 5305 FTA Planning funds
Section 5307 Urban Area formula funds
Section 5309 Capital discretionary funds for Bus & Bus related facilities and new starts
Section 5310 Enhanced Mobility of Seniors & Individuals with Disabilities
Section 5339 Bus and Bus Facilities Program
SHSP Strategic Highway Safety Plan
SPR State Planning and Research Planning Funds

T -----
TDM Transportation Demand Model
TIP Transportation Improvement Program
TMA Transportation Management Area
TSM Transportation System Management

U -----
UWP Unified Work Program

W -----
WinGIS Winnebago County Geographic Information System

*Previous name for the Rockford MPO

Appendix B: MPO Structure

Figure B-1. Region 1 Planning Council (RPC) Governance Structure

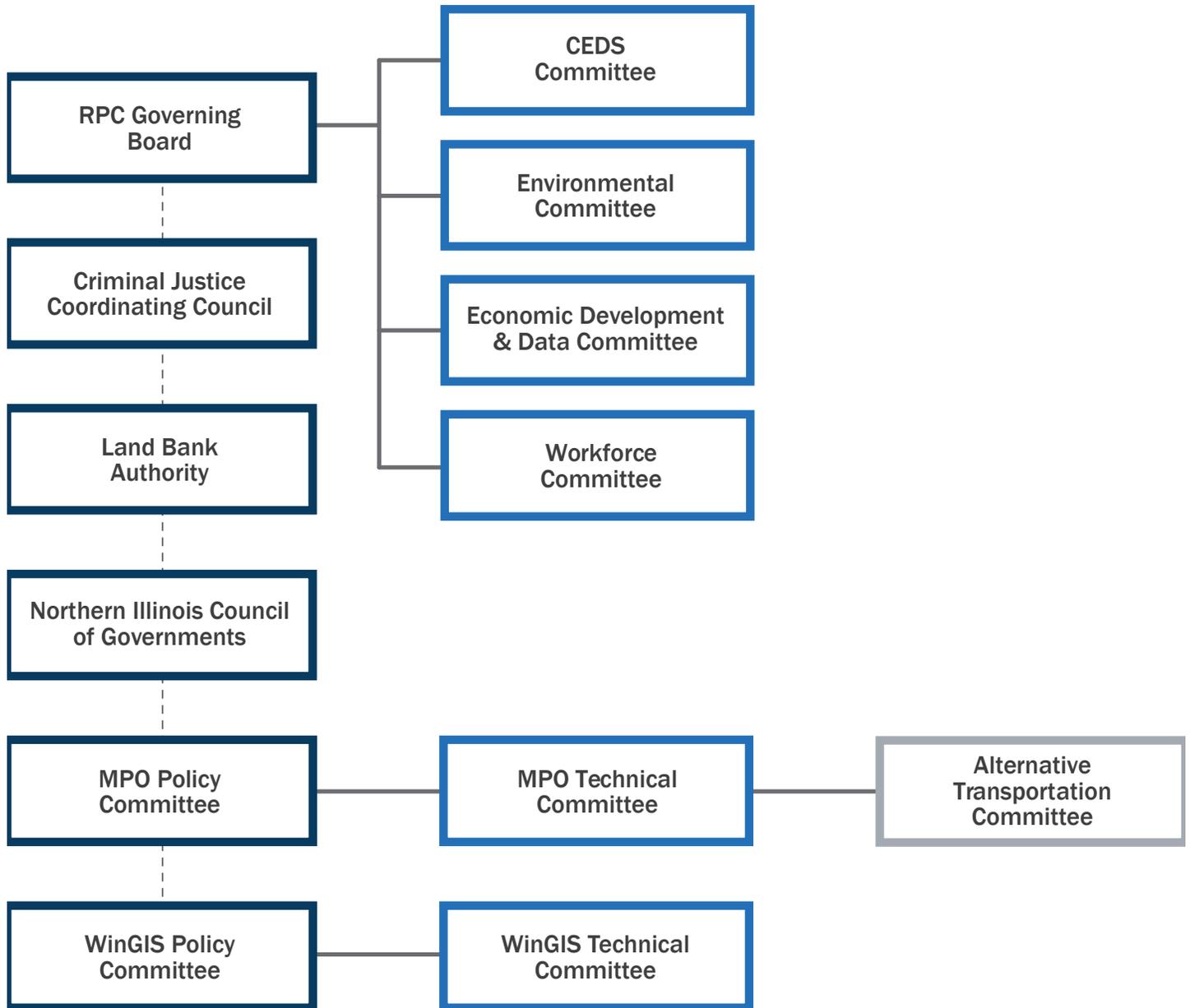
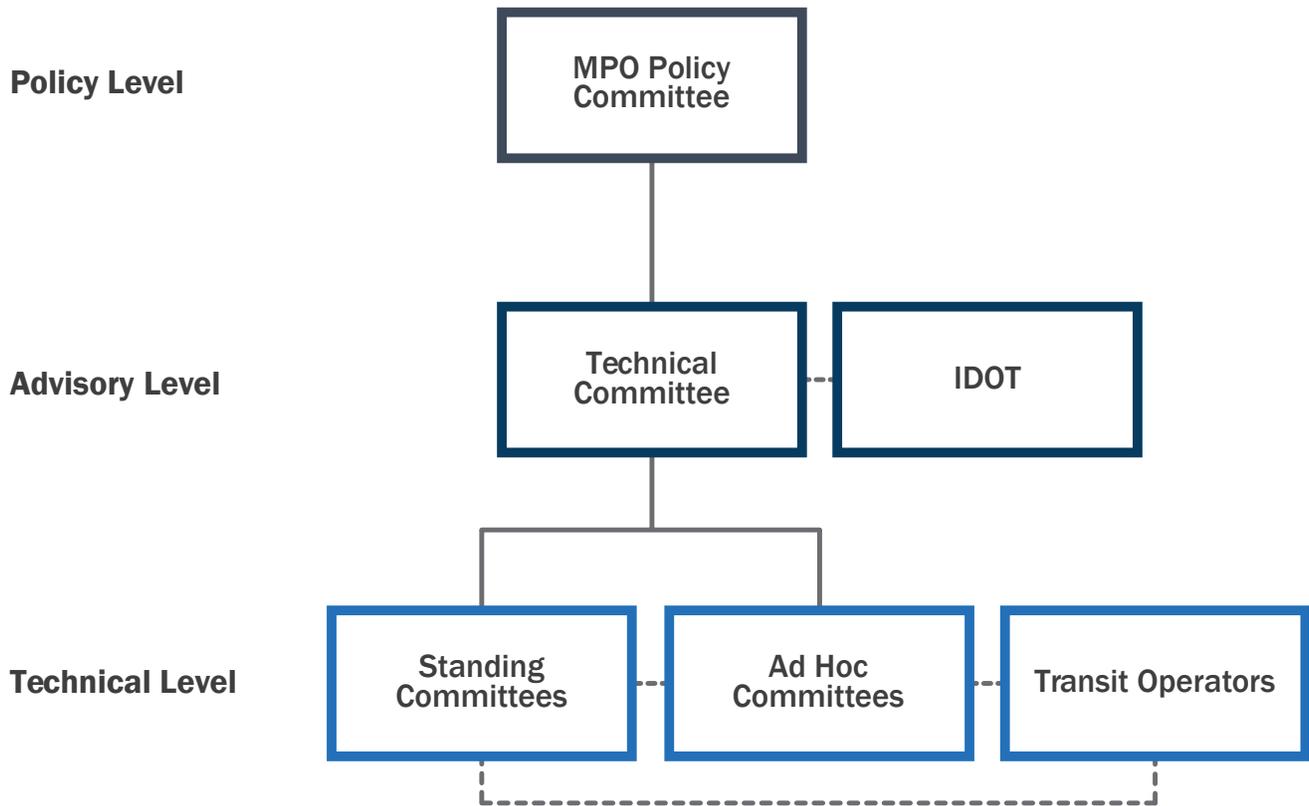


Figure B-2. Metropolitan Planning Organization (MPO) Structure



Appendix C: Funding Sources & Allocations

As reference throughout this MPO FY 2022 UWP, this section displays the tables related to planning funds that the MPO receives to perform the 3-C transportation planning process and related planning activities.

Table C-1. MPO Funding Summary

| Source | Amount |
|---|-----------------------|
| Federal Funds (FHWA-PL & FTA 5305(d)) | \$747,588.60 |
| State Planning Funds (match to Federal Funds) | \$187,211.00 |
| Federal & State Funds Subtotal | \$934,799.60 |
| Local Government Agency Contributions | \$148,594.00 |
| Total Transportation Planning Funds | \$1,083,393.60 |

Table C-2. FY 2022 MPO Revenues and Expenditures

| Revenues | Federal & State Revenue | |
|------------------------------------|--------------------------------|---------------------------|
| State of Illinois, FHWA, FTA | \$934,799.60 | |
| Expenditures | Federal Award Reference | Total Expenditures |
| Personnel (Salaries & Wages) | 200.430 | \$ 506,981.11 |
| Fringe Benefits | 200.431 | \$ 203,667.82 |
| Travel | 200.474 | \$ 11,335.00 |
| Equipment | 200.439 | \$ 7,920.00 |
| Supplies | 200.94 | \$ 3,704.85 |
| Contractual Services & Subawards | 200.318 & 200.92 | \$ 18,375.97 |
| Consultant (Professional Services) | 200.459 | \$ 35,115.00 |
| Construction | - | |
| Occupancy (Rent & Utilities) | 200.465 | \$ 57,456.00 |
| Research and Development (R&D) | 200.87 | |
| Telecommunications | - | |
| Training and Education | 200.472 | \$ 6,000.00 |
| Direct Administrative Costs | 200.413 c | |
| Miscellaneous Costs | - | \$ 4,256.00 |
| (A) Grant Exclusive Line Item(s) | - | |
| (B) Grant Exclusive Line Item(s) | - | |
| Total Direct Costs | 200.413 | \$ 854,811.75 |
| Total Indirect Costs | 200.414 | \$ 79,987.85 |
| Total Expenditures | | \$ 934,799.60 |

Figure C-1. RPC MPO Funding Sources

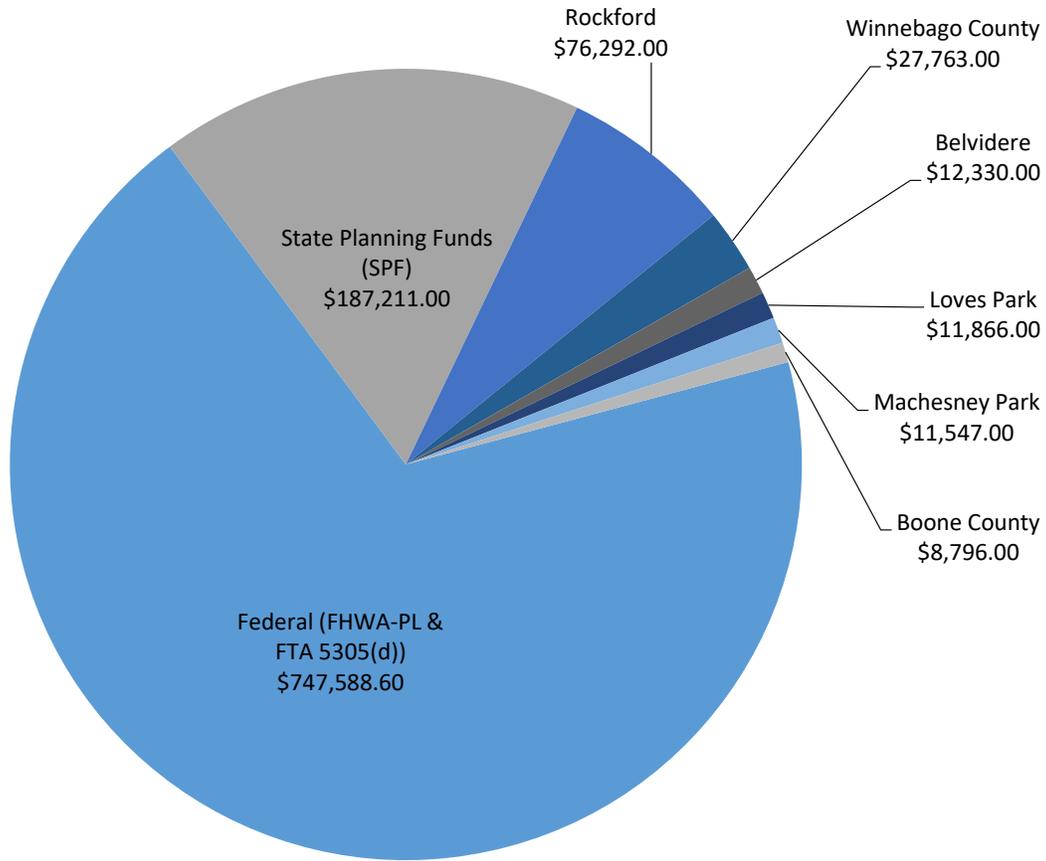


Table C-3. MPO Work Elements by Federal, State, and Local Funding Sources

| MPO Work Element | Work Element Budget | Federal (FHWA & FTA) | SPF / Match: Federal | Local Contribution | Percent of Total Budget |
|--|-----------------------|----------------------|----------------------|---------------------|-------------------------|
| 1 Unified Work Program (UWP) | \$30,000.00 | \$20,701.30 | \$5,184.02 | \$4,114.68 | 2.77% |
| 2 Technical assistance (TA) – Overall Subtotal: | \$145,000.00 | \$100,056.29 | \$25,056.08 | \$19,887.63 | 13.38% |
| 2.1 Greenways Planning / Environmental / NEPA / Corridor Analysis – Watershed Planning | \$27,500.00 | | | | 2.54% |
| 2.2 Corridor Analysis, Economic and Traffic Simulation Modeling Assistance | \$27,500.00 | | | | 2.54% |
| 2.3 MPO Alternative Transportation Planning | \$32,000.00 | | | | 2.95% |
| 2.4 MPO internal mapping operations | \$8,000.00 | | | | 0.74% |
| 2.5 RMTD and Regional Public Transit Initiatives | \$50,000.00 | | | | 4.62% |
| 3 Administration (AD) | \$270,000.00 | \$186,311.72 | \$46,656.15 | \$37,032.14 | 24.92% |
| 4 Public Participation (PP) | \$60,000.00 | \$41,402.60 | \$10,368.03 | \$8,229.36 | 5.54% |
| 5 Transportation and Economic Data Forecasting (TDF) | \$95,000.00 | \$65,554.12 | \$16,416.05 | \$13,029.83 | 8.77% |
| 6 Land Use-Planning, Data Collection, Title VI & EJ (LUPDC) | \$100,000.00 | \$69,004.34 | \$17,280.05 | \$13,715.61 | 9.23% |
| 7 Transportation Improvement Program (TIP) | \$60,000.00 | \$41,402.60 | \$10,368.03 | \$8,229.36 | 5.54% |
| 8 Safety, Congestion Management, Transportation System Planning (SCMTSP) | \$130,000.00 | \$89,705.64 | \$22,464.07 | \$17,830.29 | 12.00% |
| 9 Metropolitan Transportation Plan (MTP) | \$193,393.60 | \$133,449.98 | \$33,418.52 | \$26,525.10 | 17.85% |
| Total | \$1,083,393.60 | \$747,588.60 | \$187,211.00 | \$148,594.00 | 100.00% |

Appendix D: MPO Documentation



COLLABORATIVE PLANNING FOR NORTHERN ILLINOIS

REGION 1 PLANNING COUNCIL

MPO POLICY COMMITTEE

MPO RESOLUTION 2021-12

RE: Adoption of the FY 2022 (July 1, 2021 to June 30, 2022) MPO Unified Work Program

WHEREAS the Region 1 Planning Council is the designated Metropolitan Planning Organization (MPO) for the Rockford Metropolitan Area, and the MPO Policy Committee has the specific responsibility to direct and administer the continuing urban transportation planning process; and

WHEREAS the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) require a Unified Work Program for the purpose of programming the Federal transportation planning funds and the connecting State & Local funds for the planning activities that are required and necessary to ensure certification of the Rockford, Illinois Transportation Management Area (TMA), and:

WHEREAS the FY 2022 Unified Work Program (June 25, 2021 version) was developed, announced and distributed to the public in accordance with federal guidelines and with the MPO Public Participation Process; and

WHEREAS comments have been received and technical corrections have changed the April 26, 2021 version that was made available for public comment, and

WHEREAS the MPO Technical Committee has reviewed the FY 2022 Unified Work Program (June 24, 2021 version) and recommends approval;

NOW, THEREFORE, BE IT RESOLVED

That the MPO Policy Committee:

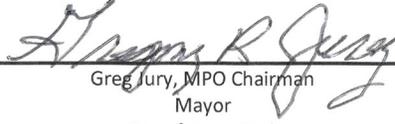
1. Adopts the FY 2022 Unified Work Program (June 25, 2021 version);
2. Certifies that the Rockford MPO transportation planning process is in compliance with all Federal requirements and is being carried out in accordance with all applicable provisions as specified in the Intergovernmental Agreement with the State of Illinois, Department of Transportation;
3. Directs the MPO Director of Planning to submit the FY 2022 Unified Work Program (June 25, 2021 version) and this Resolution to the State of Illinois, the FHWA and the FTA;
4. Directs RPC Executive Director to pursue and enter into an Intergovernmental Agreement with the State of Illinois for the purpose of funding and conducting the activities set forth by the Unified Work Program; and
5. Directs RPC Executive Director to pursue and enter into contracts with professional consultants, as needed, for the purpose of carrying out various sub-elements of work as specified in the Unified Work Program.

127 N Wyman St, First Floor, Rockford, IL 61101 | 815-319-4180 | info@r1planning.org

www.r1planning.org



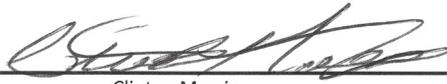
Dated this 25th day of June 2021.



Greg Jury, MPO Chairman
Mayor
City of Loves Park



Karl Johnson, MPO Vice-Chair
Boone County Board Chairman
Boone County

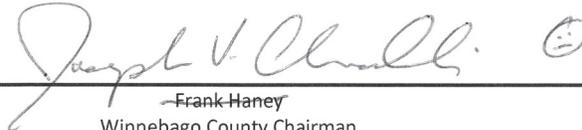


Clinton Morris
Mayor
City of Belvidere

Steve Johnson
Mayor
Village of Machesney Park



Tom McNamara
Mayor
City of Rockford



Frank Haney
Winnebago County Chairman
Winnebago County



Pastor Herbert Johnson, Board Chair
Rockford Mass Transit District

Masood Ahmad
Deputy Director
Illinois Department of Transportation, Region 2



The MPO Self-certification will be included upon completion.

Appendix E: Travel Demand Model & REMI Update

During FY 2019, IDOT and the MPO entered into an intergovernmental agreement (IGA) for the continuation of this planning endeavor. The previous REMI and TDM Model will be updated with new information in regards to the transportation network, economy both locally and regionally, employment, population, dwelling unit, socio-economic, and demographic data.

The MPO will use the updated REMI and TDM software over the next five years to conduct economic analysis and traffic projection studies to estimate the benefits of transportation projects, land-use decisions, economic policy and changes to industry workforce development. The integration of these two sophisticated forecasting models will play a large role in the update to our current and future Metropolitan Transportation Plans. This software allows the MPO to develop and model transportation scenarios and concepts that can be compared to other regional projects of significance, thus allowing for data-driven results to impact projects. The capabilities of the models and staff knowledge at the MPO are made available to partner agencies when they are in need of assistance with a variety of planning decisions that often need data about the economy, transportation network, and socio-demographics to make effective decisions for the impact or metric to be accomplished.

- **Phase 1:** Using Woods & Poole, Moody's Analytics and IDES QCEW202 employment data to determine new population, dwelling unit, and economic trends to update TAZ data. This is a major undertaking and pertinent to the successful update and calibration to both models. This additionally includes updating the TDM data for transit ridership by route to reflect changes in both models. Other data may be needed and updates shall occur as needed to properly recalibrate both the TDM and REMI forecast models moving forward.
- **Phase 2:** REMI and TDM calibration, data update, and software upgrades to newest versions of TranSight, Metro-PI, and PTV VISUM resulting in more effective data outputs.
- **Phase 3:** Recalibration of REMI and TDM Software once the new models have been developed and tested. Upon successful model update and calibration, the REMI and TDM Model integration process and codes will be developed and carried out.
- **Phase 4:** Utilization of REMI and TDM Software for planning activities related to:
 - Integration of the TDM and REMI will allow the MPO to employ a dynamic input-output Benefit-Cost-Analysis component to major capital improvement project selection criteria. This will allow our regions leaders to make more informed, data driven, and impact focused economic transportation decisions.
 - With the successful calibration and update to both the TDM and REMI software, the MPO and its members are able to assess how future infrastructure and development changes could impact the transportation system as well as travel

demands or needs based upon different economic, land use, and transportation network scenarios.

- The integration of the REMI software with the TDM and other data resources the MPO are currently using along with the ability to develop forecasts will play a large role in the update to the Metropolitan Transportation Plan (MTP), which was adopted in July 2020 by the MPO Policy Committee.
- The integration of REMI and TDM models will aid transportation planners in developing and testing alternative scenarios and concepts that can be compared to other regional projects of significance, thus allowing for data-driven results to impact decisions for projects that enter the Transportation Improvement Program (TIP).
- Regionally significant transportation project analysis results will be made available to partner agencies. This increased transparency will allow planners from the different local and county agencies, elected officials, the public and others to weigh-in and consider transportation choices and priorities for the region. Projects may also be requested for analysis via formal process in place to assist partners in need of special transportation assessment studies/reports.
- Detailed analysis of current and projected congestion, vehicles miles traveled, vehicle hours traveled, number of trips and other transportation metrics useful for project development.
- Research and development of additional transportation studies and methods necessary to stay up-to-date on current and future transportation initiatives and policy at the local, regional, state, and federal levels.

Additional Resources

Region 1 Planning Council Website

<http://r1planning.org/>

2050 Metropolitan Transportation Plan Webpage

<http://r1planning.org/mtp>

2050 Metropolitan Transportation Plan for the Rockford Region

<http://r1planning.org/mtp>

Transportation Improvement Program

<https://r1planning.org/tip>

MPO Federally-Required Documents

<https://r1planning.org/fundamentals>

MPO Planning Activities

<https://r1planning.org/planning-activities>



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